



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Daniel Dickerson, Fiscal Analyst
Date: May 31, 2016
Subject: Grant Request #2825, #2826, #2827, #2828

Enclosed please find four (4) items that the Joint Fiscal Office has received from the administration, including **one (1) limited-service position request**.

JFO #2825 – \$10,000 grant from Agricultural Safety & Health Council of America (ASHCA) to the VT Agency of Agriculture, Food and Markets. These funds will be used to develop and produce a bilingual agricultural fire safety video and training kit to teach best practices for on-farm fire safety.
[JFO received 5/20/16]

JFO #2826 – \$9,500 grant from the Training and Research Support Centre Limited (TARSC) to the Department of VT Health Access (DVHA). The funds will be used for training and research on approaches to community power, participation and decision-making in health for the purposes of gathering substantive evidence on promising practices in statewide sites and abroad.
[JFO received 5/25/16]

JFO #2827 – \$8,900 grant from the Alma Gibbs Donchian Foundation to the Agency of Commerce and Community Development. The funds will be used to support statewide historic sites, to include: \$3,500 for a temporary exhibit at the Calvin Coolidge State Historic Site, \$2,900 for three Grace Coolidge Musicale events at the Calvin Coolidge State Historic Site, and \$2,500 for the Justin Morrill State Historic Site to be open to the public three additional days per week during the 2016 season.
[JFO received 5/25/16]

JFO #2828 – **One (1) limited-service position** within the Department of Public Service (DPS). The position will be titled Energy Program Specialist II and will monitor the performance of Vermont gas Systems (VGS), which has recently been appointed as an energy efficiency utility (EEU). The position will also perform additional work in evaluating and verifying energy savings for the renewable energy standard (RES) Tier III obligations, which go into effect in 2017. The position will be funded primarily through the Energy Efficiency Fund and potentially through billbacks to utilities for certain expenses. DPS requested the position through 2026, but the Department of Finance and Management recommends approving the position through FY

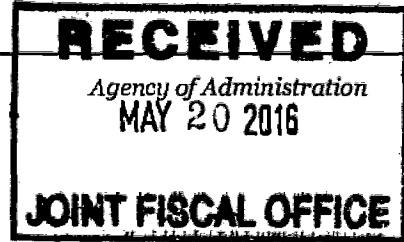
2019, at which time the Administration could consider whether or not to extend it further into the future.

[JFO received 5/25/16]

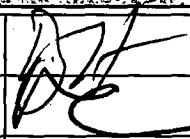
Please review the enclosed materials and notify the Joint Fiscal Office (Daniel Dickerson at (802) 828-2472; ddickerson@leg.state.vt.us) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by June 14, 2016 we will assume that you agree to consider as final the Governor's acceptance of these requests.

State of Vermont
 Department of Finance & Management
 109 State Street, Pavilion Building
 Montpelier, VT 05620-0401

[phone] 802-828-2376
 [fax] 802-828-2428



STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM

| | | | | | |
|--|--------------|---|--|------------------------------|-----------------|
| Grant Summary: | | Funding to develop and produce bilingual agricultural fire safety video and training kits. The training is expected to foster a safer working and living environment and to reduce workers compensation claims and costs. | | | |
| Date: | | 5/13/2016 | | | |
| Department: | | Agency of Agriculture | | | |
| Legal Title of Grant: | | Fire Safety on Farms | | | |
| Federal Catalog #: | | N/A | | | |
| Grant/Donor Name and Address: | | Agricultural Safety & Health Council of America (ASHCA) | | | |
| Grant Period: | | From: 4/30/2016 | | To: 3/30/2017 | |
| Grant/Donation | | \$10,000 | | | |
| | SFY 1 | SFY 2 | SFY 3 | Total | Comments |
| Grant Amount: | \$10,000 | \$ | \$ | \$10,000 | |
| Position Information: | | # Positions | Explanation/Comments | | |
| | | | | | |
| Additional Comments: | | | | | |
| Has Vantage budget detail been reviewed and reconciled? | | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | AS 5-13-16 (Analyst Initial) | |
| Department of Finance & Management | |  | | | (Initial) |
| Secretary of Administration | | | | | (Initial) |
| Sent To Joint Fiscal Office | | | | | Date 5/18/16 |



STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE (Form AA-1)

| | | | |
|--|--|-----------|----------------------|
| 1. Agency: | Vermont Agency of Agriculture, Food & Markets | | |
| 2. Department: | | | |
| 3. Program: | Fire Safety on Vermont Farms | | |
| 4. Legal Title of Grant: | Fire Safety on Vermont Farms | | |
| 5. Federal Catalog #: | | | |
| 6. Grant/Donor Name and Address: | Agricultural Safety & Health Council of America (ASHCA) | | |
| 7. Grant Period: | From: | 4/30/2016 | To: 3/30/2017 |
| 8. Purpose of Grant: | Fund the development and production of a bilingual agricultural fire safety video and training kit | | |
| 9. Impact on existing program if grant is not Accepted: | The Agency will not be able to develop and produce the above referenced video | | |

FINANCIAL INFORMATION

| | SFY 1 FY 2017 | SFY 2 FY | SFY 3 FY | Comments |
|-------------------------|------------------|-------------|-------------|----------|
| Expenditures: | | | | |
| Personal Services | \$18,726 | \$ | \$ | |
| Operating Expenses | \$1,100 | \$ | \$ | |
| Grants | \$ | \$ | \$ | |
| Total | \$19,826 | \$ | \$ | |
| Revenues: | | | | |
| State Funds: | \$9,826 | \$ | \$ | |
| Cash | \$ | \$ | \$ | |
| In-Kind | \$9,826 | \$ | \$ | |
| Federal Funds: | \$ | \$ | \$ | |
| (Direct Costs) | \$ | \$ | \$ | |
| (Statewide Indirect) | \$ | \$ | \$ | |
| (Departmental Indirect) | \$ | \$ | \$ | |
| Other Funds: | \$ | \$ | \$ | |
| Grant (source -ASHCA) | \$10,000 | \$ | \$ | |
| Total | \$19,826 | \$ | \$ | |

| Appropriation No: | Amount: |
|-------------------|----------|
| 2200030000 | \$10,000 |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| Total | \$10,000 |

Has current fiscal year budget detail been entered into Vantage? Yes No

MAY 9 - 2016

STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE (Form AA-1)

11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: Diane Bothfeld Agreed by: DB (initial)

| 12. Limited Service Position Information: | # Positions | Title |
|---|-------------|-------|
| | | |
| | | |
| | | |
| | | |
| Total Positions | | |

12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.

13. SIGNATURE OF AGENCY DEPARTMENTAL HEAD

| | | |
|--|---|---------------------|
| I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable): | Signature: <u><i>Diane Bothfeld</i></u> | Date: <u>5/5/16</u> |
| | Title: Deputy Secretary | |
| | Signature: | Date: |
| | Title: | |

14. SIGNATURE OF SECRETARY OF ADMINISTRATION

| | | |
|---|---|-----------------------|
| <input checked="" type="checkbox"/> Approved: | (Secretary or designee signature) <u><i>[Signature]</i></u> | Date: <u>05/13/16</u> |
|---|---|-----------------------|

15. SIGNATURE OF GOVERNOR

| | | |
|---|--|----------------------|
| <input type="checkbox"/> Check One Box: Accepted | (Governor's signature) <u><i>[Signature]</i></u> | Date: <u>5/18/16</u> |
| <input type="checkbox"/> Rejected | | |

16. REQUIRED GRANT DOCUMENTATION

| Required GRANT Documentation | |
|---|---|
| <input checked="" type="checkbox"/> Request Memo | <input type="checkbox"/> Notice of Donation (if any) |
| <input type="checkbox"/> Dept. project approval (if applicable) | <input type="checkbox"/> Grant (Project) Timeline (if applicable) |
| <input type="checkbox"/> Notice of Award | <input type="checkbox"/> Request for Extension (if applicable) |
| <input checked="" type="checkbox"/> Grant Agreement | <input type="checkbox"/> Form AA-1PN attached (if applicable) |
| <input checked="" type="checkbox"/> Grant Budget | |

(*) The term "grant" refers to any grant, gift, loan, or any sum of money or thing of value to be accepted by any agency, department, commission, board, or other part of state government (see 32 V.S.A. §5).

Agency of Agriculture Food & Markets

116 State Street
Montpelier, VT 05620

www.Agriculture.Vermont.gov

Memorandum

To: Justin Johnson, Secretary, Agency of Administration

From: Chuck Ross, Secretary, Agency of Agriculture, Food & Markets For *Deputy Secretary*

Date: May 5, 2016

Re: Grant Funding for: Fire Safety on Vermont Farms – A Bilingual Fire Safety Video/Training Tool for Vermont Producers

The Agency of Agriculture, Food & Markets requests approval to accept the attached \$10,000 grant in support of Fire Safety on Vermont Farms through collaboration with other organizations.

This project will develop and produce a bilingual agricultural fire safety video and training kit to teach best practices for on-farm fire safety to include understanding fire safety on the farm, how to prevent fires and how to respond if there is a fire. With heightened awareness and training, farms have the potential to reduce their workers' compensation costs and have a safer working and living environment.

If you have any questions, please contact me.





April 13, 2016

ASHCA 2016 SAFETY GRANT APPROVAL AND ACCEPTANCE AGREEMENT:

Louise Waterman
116 State Street
Montpelier, VT 05620-2901

Via Email: louise.waterman@vermont.gov
Phone Number: 802-373-3352

Dear Louise:

Since you have agreed to accept and comply with the terms of your original grant application and the clarifications specified in the original letter from ASHCA copied here, we have sent you a check for the 80% initial grant payment (less \$250 ASHCA dues for 2016.) To complete this agreement, please return a countersigned copy for our records.

Frank Gasperini

"Thank you for submitting your grant application to the Agricultural Safety & Health Council of America (ASHCA). We are pleased to inform you that your application for the project described below has been accepted for funding of \$10,000.

"To develop and produce bilingual agricultural fire safety video training kit to educate on best practices for fire safety.

Understanding fire safety on the farm, how to prevent fires and how to respond if there is a fire. With heightened awareness and training, farms have the potential to reduce their worker's compensation costs.

Materials to include:

- *video in English & Spanish*

PO Box 2506
Leesburg, VA 20177
571-293-1908

Budget Justification

Key Personnel

Includes salary for 0.05 FTE for Project Leader = \$3,198.00 and fringe benefit @ 38% of \$3,198.00= \$1215.00

Total = \$4,413 – In Kind Contribution

Includes salary for 0.05 FTE for Fire Safety Education Coordinator for the VT Department of Public Safety/Mike Greenia (Mike will take leadership role in video content) = \$3,198.00 and fringe benefit @ 38% of \$3,198.00= \$1215.00

Total = \$4,413 – In Kind Contribution

Salaries and Fringe = \$8,826.00 In-Kind Contribution/Matched Funds

Materials and Supplies

Reproduce and mail 200 Bilingual Fire Safety Video Training Kits = \$1,100.00
\$1,000 covered by Co-op Insurance Company –Matched Funds

Requested = \$100 (\$1100-\$1000)

Consultant Services

Videographer Fees Fire Safety on Vermont Farms 10-15-minute video in English and Spanish = \$9,900.00 – quote in appendices

Requested = \$9,900.00

\$10,000 Total Amount Requested from ASHCA

\$9,826.00 Total Match and/or in-kind Contribution