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*Susanne R. Young, Secretary*

## MEMORANDUM

**TO:** Joint Fiscal Committee  
**FROM:** Susanne R. Young, Secretary of Administration  
**DATE:** November 4, 2020  
**RE:** The Vermont Coronavirus Economic Stimulus Equity Program

**Pursuant to H.969 (Act 154), Sec. B.1122(g)**, the Secretary of Administration is required to report to the Joint Fiscal Committee at its November meeting regarding how the Agency or its contractors will make payments under the Vermont Coronavirus Economic Stimulus Equity Program.

**Administration of the Program:** H.969 (Act 154), Sec. B.1122 authorizes the Agency of Administration to: utilize staff and resources from other state agencies and departments to administer the program; to partner with nongovernmental entities to promote or implement the program; and to contract on a sole source basis as deemed necessary to implement and administer the program.

**Status:** In consultation with the Agency of Human Services and the Executive Director of Racial Equity, the Administration is utilizing staff and resources of the Vermont Department of Financial Regulation for its banking and legal expertise. A nongovernmental entity has expressed an interest and ability to contract with the State to implement and administer the program, while another has expressed an interest and ability to partner with the proposed contractor to assist with promotion, outreach and delivery of assistance. Contract documents are in draft form and contemplate that the nongovernmental entity will work with one or more other non-profits to advertise the program, identify potentially eligible individuals, encourage them to apply, evaluate the applications, and disburse funds in forms that are secure and workable for this unique population, with preference for checks, direct deposit and debit cards to the population that is unbanked. Cash payments will be utilized only as a last resort and pursuant to guidance currently being drafted. Periodic reporting by the contractor.

**November 15, 2020:** The legislation requires establishment of the program by November 15. The Administration expects a contract will be executed with the nongovernmental entity and will require that contractor to have an application opening date of no later than December 1. The contract and program guidelines will be made publicly available upon execution of the contract.

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