

STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Senior Fiscal Analyst
Date: September 24, 2014
Subject: Grant Request #2704, #2705, #2706, #2707

Enclosed please find four (4) items that the Joint Fiscal Office has received from the administration. Two (2) limited service positions are associated with these requests.

JFO #2704 – One (1) limited service position in the Vermont Department of Health. This position will develop an improved reporting and analysis process for substance abuse prevention activities conducted by field staff and community partners. The position will assume responsibility for much of the federally required data collection work that field staff and community partners currently conduct, allowing them to focus on prevention activities. This position is 100% federally funded with additional Substance Abuse Prevention and Treatment Block Grant funds.

[JFO received 09/15/14]

JFO #2705 – \$1,269,582 grant from the Federal Emergency Management Agency to the Vermont Department of Public Safety. These funds will be used to provide Federal disaster assistance in response to the storms and flooding of April 2014 in Caledonia, Essex, Franklin, Lamoille, Orange, Orleans, and Washington Counties.

[JFO received 09/18/14]

JFO #2706 – \$50,000 grant from Chipotle Mexican Grill to the Vermont Department of Finance and Management. These funds will cover a portion of the cover costs associated with implementation and administration of new law that requires labeling of food produced from genetic engineering. The donated funds will be deposited in the Vermont Food Fight Fund.

[JFO received 09/18/14]

JFO #2707 – \$50,000 grant from the State Justice Institute to the Vermont Judiciary. These funds will be used to assess courthouse security in Vermont in accordance with Act 179 of 2014 (Sec. E.204.1). **Expedited review has been requested. Joint Fiscal Committee members will be contacted by October 8th with a request to waive the balance of the review period and accept this item.**

[JFO received 09/22/14]

Please review the enclosed materials and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; nlavery@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 October 8 we will assume that you agree to consider as final the Governor's acceptance of these requests.

**STATE OF VERMONT
Joint Fiscal Committee Review
Limited Service - Grant Funded
Position Request Form**

JFO 2704

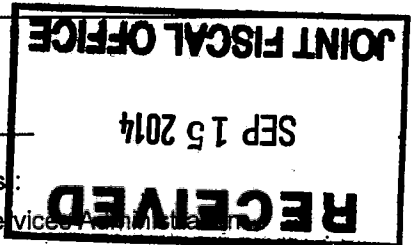
This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources must be obtained prior to review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report must be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department: AHS/Health Date: 14 August 2014

Name and Phone (of the person completing this request): Paul Daley (802) 863-7284

Request is for:

- Positions funded and attached to a new grant.
 Positions funded and attached to an existing grant approved by JFO # (unknown)



1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach grant documents):

Department of Health & Human Services (HHS), Substance Abuse & Mental Health Services Administration (SAMHSA), Center for Substance Abuse Treatment (CSAT)
 Substance Abuse Prevention & Treatment Block Grant

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established only after JFC final approval:

| <u>Title* of Position(s) Requested</u> | <u># of Positions</u> | <u>Division/Program</u> | <u>Grant Funding Period/Anticipated End Date</u> |
|--|-----------------------|-------------------------|--|
| Integrated Data Repository Manager | one | Health Surveillance | Mandatory Federal Block Grant requested end date 9/30/17 |

*Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of Request for Classification Review.

3. Justification for this request as an essential grant program need:

Position will oversee the development and monitoring of a prevention management information system (MIS). Incumbent will consolidate and facilitate the collection of prevention data from partners involved in multiple Vermont Department of Health (VDH) initiatives. This position is essential to accomplish the data collection and reporting needs of federal funding agency.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b)).

[Signature] _____ Date: 9/3/2014
 Signature of Agency or Department Head

[Signature] _____ Date: 8.28.14
 Approved/Denied by Department of Human Resources

[Signature] _____ Date: 9/10/14
 Approved/Denied by Finance and Management

[Signature] _____ Date: 09/11/14
 Approved/Denied by Secretary of Administration

Comments:

**Department of Health
Business Office**
108 Cherry Street – PO Box 70
Burlington, VT 05402-0070
HealthVermont.gov

[phone] 802-863-7736

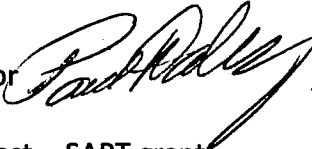
Agency of Human Services

MEMORANDUM

25 August 2014

TO: Jim Giffin, AHS CFO

FR: Paul Daley, Financial Director



RE: Grant funded position request - SAPT grant

Please find enclosed a limited service position request form and a classification request. The Health Department is requesting a new position to be funded from the Substance Abuse Prevention and Treatment Block Grant. The annual award has been increased from \$5,093,619 to \$6,032,970. We intend to use 80% of this increased award to fund current substance abuse treatment costs, and the balance to increase prevention activities.

This position will be responsible for developing an improved reporting and analysis process for substance abuse prevention activities conducted by field staff and community grantees. The federal grant has extensive mandatory reporting requirements for community prevention grantees and our field based prevention consultants. This position would assume much of the back office information collection work that must be currently done by the field staff, allowing them to work on higher value community prevention activities.

The block grant will be the primary source of funding for this position initially, but the plan is to implement an integrated data collection system that can meet the needs of other Health Department programs. As other programs use the system, costs will be shared.

