



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Daniel Dickerson, Fiscal Analyst  
Date: March 14, 2016  
Subject: Grant Request #2810, #2811

Enclosed please find two (2) items that the Joint Fiscal Office has received from the administration.

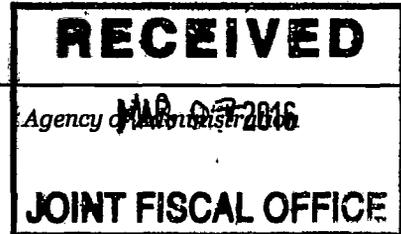
**JFO #2810** – \$786,103 grant from the U.S. Department of Energy to the VT Department of Public Service. The funds will be used to expedite the creation of large-scale home energy labeling policies and programs that support the market valuation of energy efficiency in home through the development of a publicly accessible database- the Home Energy Labeling Information Exchange (HELIX). In-kind, non-cash contributions will be made by several project partners.

*[JFO received 3/7/16]*

**JFO #2811** – \$200,000 grant from the Northern Border Regional Commission to the VT Department of Forests, Parks and Recreation. The funds will be used to complete infrastructure improvements at the south end of Lake Willoughby to include increased parking capacity and sanitary facilities. There will be ongoing costs for operation and maintenance of the facilities following construction, for which the Department has calculated into its FY2017 appropriations request.

*[JFO received 3/11/16]*

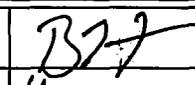
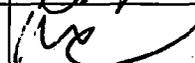
Please review the enclosed materials and notify the Joint Fiscal Office (Daniel Dickerson at (802) 828-2472; [ddickerson@leg.state.vt.us](mailto:ddickerson@leg.state.vt.us)) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by March 28, 2016 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**

<b>Grant Summary:</b>		To expedite creation of large-scale home energy labeling policies and programs to make home energy efficiency scores publicly available to Multiple Listing Services and others thru a Home Energy Labeling Information Exchange (HELIX).			
<b>Date:</b>		2/19/2016			
<b>Department:</b>		Department of Public Service			
<b>Legal Title of Grant:</b>		2015 SEP (State Energy Plan) Competitive Grants			
<b>Federal Catalog #:</b>		81.119			
<b>Grant/Donor Name and Address:</b>		U.S. Dept of Energy, Boulder, Colorado			
<b>Grant Period:</b>		From: 1/1/2016		To: 12/31/2018	
<b>Grant/Donation</b>		\$1,535,224			
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$175,317	\$407,130	\$203,656	\$786,103	
<b>Position Information:</b>		<b># Positions</b>	<b>Explanation/Comments</b>		
		0			
<b>Additional Comments:</b>					
Has Vantage budget detail been reviewed and reconciled?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	DB 2/19/16 (Analyst Initial)	
<b>Department of Finance &amp; Management</b>				(Initial)	
<b>Secretary of Administration</b>				(Initial)	
<b>Sent To Joint Fiscal Office</b>				Date 2/25/16	



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

INFORMATION			
<b>1. Agency:</b>			
<b>2. Department:</b>	Public Service		
<b>3. Program:</b>	HOME ENERGY LABELING INFORMATION EXCHANGE (HELIX)		
<b>4. Legal Title of Grant:</b>	2015 SEP Competitive Grants		
<b>5. Federal Catalog #:</b>	81.119		
<b>6. Grant/Donor Name and Address:</b>	U.S. Department of Energy Golden Field Office 15013 Denver West Parkway Golden, CO 80401		
<b>7. Grant Period:</b>	<b>From:</b>	1/1/2016	<b>To:</b> 12/31/2018
<b>8. Purpose of Grant:</b>	To expedite the creation of large-scale home energy labeling policies and programs that support the market valuation of energy efficiency in homes by making U.S. DOE Home Energy Score data accessible to local Multiple Listing Services and other market interests, the project will develop a publicly accessible database – the Home Energy Labeling Information Exchange (HELIX).		
<b>9. Impact on existing program if grant is not Accepted:</b>	HELIX will not be developed and Home Energy Scores will not be publicly accessible. Making this data readily accessible is critical to the inclusion of Home Energy Scores in home appraisals, marketing, and sales.		

FINANCIAL INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
	FY 16	FY 17	FY 18	
<b>Expenditures:</b>				
Personal Services	\$1,828	\$1,828	\$1,828	
Operating Expenses	\$650	\$650	\$650	
Grants	\$374,532	\$735,585	\$417,672	
<b>Total</b>	<b>\$377,010</b>	<b>\$738,063</b>	<b>\$ 420,150</b>	
<b>Revenues:</b>				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$175,317	\$407,130	\$203,656	\$786,103
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source Efficiency VT, MA DOER, NASEO, Northeast Energy Efficiency Partnerships)	\$201,693	\$330,933	\$216,494	In-Kind (see attached)
<b>Total</b>	<b>\$377,010</b>	<b>\$738,063</b>	<b>\$420,150</b>	

**FEB 17 2016**

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

<b>Appropriation No:</b>	2240000000	<b>Amount:</b>	\$786,103
			\$
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	\$ 786,103

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

**PERSONAL SERVICE INFORMATION**

**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: \_\_\_\_\_ Agreed by: \_\_\_\_\_ (initial)

<b>12. Limited Service Position Information:</b>	<b># Positions</b>	<b>Title</b>
<b>Total Positions</b>		

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

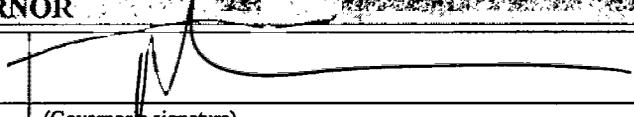
**13. AUTHORIZATION AGENCY/DEPARTMENT**

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):	<b>Signature:</b> 	<b>Date:</b> 2/8/16
	<b>Title:</b> Christopher Recchia, Commissioner	
	<b>Signature:</b>	<b>Date:</b>
	<b>Title:</b>	

**14. SECRETARY OF ADMINISTRATION**

<input checked="" type="checkbox"/> Approved:	(Secretary or designee signature) 	<b>Date:</b> 2/23/16
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**15. ACTION BY GOVERNOR**

<input checked="" type="checkbox"/> Accepted		<b>Date:</b> 2/25/16
<input type="checkbox"/> Rejected	(Governor's signature)	<b>Date:</b>

**16. DOCUMENTATION REQUIRED**

**Required GRANT Documentation**

<input 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 checked="" type="checkbox"/> Notice of Award	<input type="checkbox"/> Request for Extension (if applicable)

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

<input checked="" type="checkbox"/> Grant Agreement	<input type="checkbox"/> Form AA-1PN attached (if applicable)
<input checked="" type="checkbox"/> Grant Budget	

**End Form AA-1**

(\*) 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).

**Partners providing in-kind contributions:**

**Vermont PSD– Will serve as entity legally responsible for the project, and will be the primary official contact for DOE.**

**Northeast Energy Efficiency Partnerships (NEEP) – Will provide overall project management including materials needed for US DOE grant processing and reporting, manage overall project communications and deliverables, manage other contractors, develop supporting resources and lead stakeholder engagement and dissemination of project deliverables**

**National Association of State Energy Offices (NASEO) – Will advise the project and facilitate state energy office communications and engagement**

**EVT/VEIC –Will serve as a sub-contractor to NEEP as Project Technical Director – Conduct Market Assessment, Evaluate existing tools, scope HELIX core functions and requirements, oversee development, testing and deployment, and provide technical support throughout the project in a manner that balances common and individual state needs.**

**Massachusetts Dept. of Energy Resources (MA DOER) – Will provide policy research support and serve on the Advisory Committee for this project.**

Applicant Name: Vermont Public Service Department

Award Number: DE-FOA-0001222

**Budget Information - Non Construction Programs**

OMB Approval No. 0348-0044

**Section A - Budget Summary**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Budget Period 1				\$175,317	\$201,693	\$377,010
2. Budget Period 2				\$407,130	\$330,933	\$738,063
3. Budget Period 3				\$203,656	\$216,495	\$420,151
4.						\$0
5. Totals		\$0	\$0	\$786,103	\$749,121	\$1,535,224

**Section B - Budget Categories**

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	Budget Period 1	Budget Period 2	Budget Period 3	(4)	
a. Personnel	\$1,285	\$1,285	\$1,285		\$3,856
b. Fringe Benefits	\$543	\$543	\$543		\$1,629
c. Travel	\$0	\$0	\$0		\$0
d. Equipment	\$0	\$0	\$0		\$0
e. Supplies	\$0	\$0	\$0		\$0
f. Contractual	\$374,532	\$735,585	\$417,673		\$1,527,790
g. Construction	\$0	\$0	\$0		\$0
h. Other	\$0	\$0	\$0		\$0
i. Total Direct Charges (sum of 6a-6h)	\$376,360	\$737,413	\$419,501	\$0	\$1,533,274
j. Indirect Charges	\$650	\$650	\$650	\$0	\$1,950
k. Totals (sum of 6i-6j)	\$377,010	\$738,063	\$420,151	\$0	\$1,535,224
7. Program Income					\$0

### Cost Share

**PLEASE READ!!!**

A detailed presentation of the cash or cash value of all cost share proposed for the project must be provided in the table below. Identify the source & amount of each item of cost share proposed by the award recipient and each sub-recipient or vendor. Letters of commitment must be submitted for all third party cost share (other than award recipient).

Note that "cost-share" is not limited to cash investment. Other items that may be assigned value in a budget if incurred as part of the project budget and are necessary to the performance of the project. Items that may be considered as cost share include: contribution of services or property; donated, purchased or existing equipment; donated, purchased or existing supplies; and/or unrecovered personnel, fringe benefits and indirect costs, etc. For each cost share contribution identified as other than cash, identify the item and describe how the value of the cost share contribution was calculated.

Funds from other Federal sources MAY NOT be counted as cost share. This prohibition includes FFRDC sub-recipients. Non-Federal sources include private, state or local Government, or any source not originally derived from Federal funds. Documentation of cost sharing commitments must be provided, if not already provided with the original application and they have not changed since its submission.

Fee or profit will not be paid to the award recipients or subrecipients of financial assistance awards. Additionally, foregone fee or profit by the applicant shall not be considered cost sharing under any resulting award. Reimbursement of actual costs will only include those costs that are allowable and allocable to the project as determined in accordance with the applicable cost principles prescribed in 10 CFR 600.127, 10 CFR 600.222 or 10 CFR 600.317. Also see 10 CFR 600.318 relative to profit or fee.

Add rows as needed. If rows are added, formulas/calculations may need to be adjusted by the preparer.

Organization/Source	Type (cash or other)	Cost Share Item	Budget Period 1 Cost Share	Budget Period 2 Cost Share	Budget Period 3 Cost Share	Total Project Cost Share
ABC Company <b>EXAMPLE ONLY!!!</b>	Cash	Project partner ABC Company will provide 40 PV modules for product development at 50% off the of the retail price of \$680	\$13,600			\$13,600
Efficiency Vermont	In Kind	Contribution of Services	\$33,333	\$33,333	\$32,334	\$99,000
MA DOER	In Kind	Contribution of Services	\$70,000	\$70,000	\$70,000	\$210,000
NASEO	In Kind	Contribution of Services	\$2,000	\$2,000	\$2,000	\$6,000
Northeast Energy Efficiency Partnerships, Inc	Cash	Labor, contractual, travel & supplies	\$96,360	\$225,600	\$112,160	\$434,121
						\$0
						\$0



**ASSISTANCE AGREEMENT**

1. Award No. DE-EE0007224		2. Modification No.	3. Effective Date 01/01/2016	4. CFDA No. 81.119
5. Awarded To PUBLIC SERVICE, VERMONT DEPARTMENT OF 112 STATE ST MONTPELIER VT 05620		6. Sponsoring Office Energy Effcy & Renewable Energy		7. Period of Performance 01/01/2016 through 12/31/2018
8. Type of Agreement <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other	9. Authority 42 USC 6321 42 USC 7101		10. Purchase Request or Funding Document No. 16EE000661	
11. Remittance Address PUBLIC SERVICE, VERMONT DEPARTMENT OF Attn: VERMONT DEPARTMENT OF PUBLIC SERVIC 112 STATE STREET MONTPELIER VT 056202601		12. Total Amount Govt. Share: \$786,103.00  Cost Share : \$749,121.00  Total : \$1,535,224.00		13. Funds Obligated This action: \$786,103.00  Total : \$786,103.00
14. Principal Investigator See page 2 of Agreement	15. Program Manager Amy A. Kidd Phone: 202-287-1306		16. Administrator Golden Field Office U.S. Department of Energy Golden Field Office 15013 Denver West Parkway Golden CO 80401	
17. Submit Payment Requests To		18. Paying Office		19. Submit Reports To See Attachment 2
20. Accounting and Appropriation Data 2015 SEP Competitive Grants				
21. Research Title and/or Description of Project HOME ENERGY LABELING INFORMATION EXCHANGE (HELIX)				
For the Recipient			For the United States of America	
22. Signature of Person Authorized to Sign			25. Signature of Grants/Agreements Officer  Signature on File	
23. Name and Title	24. Date Signed	26. Name of Officer Robert D. Kingsley		27. Date Signed 12/22/2015

**CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
DE-EE0007224

PAGE . OF  
2 | 3

NAME OF OFFEROR OR CONTRACTOR  
PUBLIC SERVICE, VERMONT DEPARTMENT OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>DUNS Number: 809376791</p> <p>In addition to this Assistance Agreement, this award consists of the items listed on the Cover Page of the Special Terms and Conditions.</p> <p>The Project Period for this award is 01/01/2016 through 12/31/2018, consisting of a single Budget Period with the same dates.</p> <p>In Block 7 of the Assistance Agreement, the Period of Performance reflects the beginning of the Project Period through the end of the current Budget Period.</p> <p>Additional future DOE funding and additional budget periods are not contemplated under this award. Funding for all awards and future budget periods is contingent upon the availability of funds appropriated by Congress for the purpose of this program and the availability of future-year budget authority.</p> <p>The Special Terms and Conditions for this award contain specific funding restrictions. Please review the applicable terms for procedures required to lift the restrictions.</p> <p>Effective for awards executed after 12/26/2014, the DOE Financial Assistance regulations contained in 10 CFR 600 were superseded by the Financial Assistance regulations contained in 2 CFR Part 200 as amended by 2 CFR Part 910.</p> <p>DOE Award Administrator: Brenda Dias E-mail: brenda.dias@ee.doe.gov Phone: 720-356-1519</p> <p>DOE Project Officer: Amy Kidd E-mail: amy.kidd@ee.doe.gov Phone: 202-287-1306</p> <p>Recipient Business Officer: Sheri Rockcastle E-mail: sheri.rockcastle@vermont.gov Phone: 802-828-4084</p> <p>Recipient Principal Investigator: Kelly Lauder E-mail: kelly.lauder@vermont.gov Phone: 802-828-4039</p> <p>"Electronic signature or signatures as used in Continued ... this document means a method of signing an</p>				

**CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
DE-EE0007224

PAGE OF  
3 | 3

NAME OF OFFEROR OR CONTRACTOR  
PUBLIC SERVICE, VERMONT DEPARTMENT OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	electronic message that-- (A) Identifies and authenticates a particular person as the source of the electronic message; (B) Indicates such person's approval of the information contained in the electronic message; and, (C) Submission via FedConnect constitutes electronically signed documents." ASAP: YES Extent Competed: COMPETED Davis-Bacon Act: NO Fund: 05450 Appr Year: 2015 Allottee: 31 Report Entity: 200835 Object Class: 41020 Program: 1004902 Project: 0000000 WFO: 0000000 Local Use: 0000000				