MEMORANDUM

To: James Reardon, Commissioner of Finance & Management

From: Rebecca Buck, Staff Associate

Date: May 14, 2007

Subject: Status of Donation Request

No Joint Fiscal Committee member has requested that the following item be held for review:

JFO #2288 – $2,000 donation from the Vermont Retired Teachers Association to the Department of Corrections. This donation to the Community High School of Vermont will be used by recipients of the Beryle Gardner Award. The funds will provide financial assistance to graduates to pay for books for college or be used to purchase supplies needed for employment.

[JFO received 04/12/07]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since this item was submitted to the Joint Fiscal Committee, the Governor’s approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Linda Morse
    Cynthia LaWare
    Robert Hofmann
MEMORANDUM

To: Joint Fiscal Committee Members

From: Rebecca Buck, Staff Associate

Date: April 17, 2007

Subject: Donation Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

JFO #2288 — $2,000 donation from the Vermont Retired Teachers Association to the Department of Corrections. This donation to the Community High School of Vermont will be used by recipients of the Beryle Gardner Award. The funds will provide financial assistance to graduates to pay for books for college or be used to purchase supplies needed for employment.

[JFO received 04/12/07]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Rebecca Buck at 802/828-5969; rbuck@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you would like this item held for legislative review. Unless we hear from you to the contrary by May 1 we will assume that you agree to consider as final the Governor's acceptance of this request.

cc: James Reardon, Commissioner
    Linda Morse, Administrative Assistant
    Cynthia LaWare, Secretary
    Robert Hofmann, Commissioner
INFORMATION NOTICE

The following item was received by the Joint Fiscal Committee:

**JFO #2288** – $2,000 donation from the Vermont Retired Teachers Association to the Department of Corrections. This donation to the Community High School of Vermont will be used by recipients of the Beryle Gardner Award. The funds will provide financial assistance to graduates to pay for books for college or be used to purchase supplies needed for employment.

[JFO received 04/12/07]
GRANT SUMMARY: This gift from the Vermont Retired Teachers Association is to provide recipients of the Beryle Gardner Award with funds to help these graduates of the Community High School of Vermont pay for college books or purchasing supplies needed to start jobs.

FEDERAL CATALOG No.: NA

GRANTOR / DONOR: Vermont Retired Teacher's Association
PO Box E26
Westminster, VT 05158

DATE: 4/3/07

DEPARTMENT: Department of Corrections

GRANT / DONATION: These funds will be granted out in FY2007 and in FY2008.

AMOUNT / VALUE: $2,000.00

POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/07 to 6/30/08

COMMENTS: The grant request is attached.

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL) 4/4/07
SECRETARY OF ADMINISTRATION: (INITIAL) 4/3/07
SENT TO JOINT FISCAL OFFICE: 4/19/07

RECEIVED
APR 12 2007
JOINT FISCAL OFFICE
1. Agency: Human Services
2. Department: Corrections
3. Program: Education
4. Legal Title of Grant: Gift From Vermont Retired Teacher's Association
5. Federal Catalog No.: N/A
6. Grantor and Office Address:
   Vermont Retired Teacher's Association
   PO Box E26
   Westminster, VT 05158

8. Purpose of Grant:
   The Vermont Retired Teacher’s Association has requested that these funds be used for recipients of the Beryle Gardner Award. This is an
   annual monetary award for graduates who have been referred to the Beryle Gardner Award Committee to receive funds to help with books for
   college, or boots/clothing/equipment needed to start employment.

9. Impact on Existing Programs if Grant is not Accepted:
   Non-acceptance would create an environment where CHSVT would not be able grant financial assistance to deserving students.

10. Budget Information:
    EXPENDITURES:
        FY 2007 FY 2008 FY 2009
        Personal Services $ $ $  
        Operating Expenses $ $ $  
        Grants $ 500.00 $ 1,500.00 $  
        TOTAL $ 500.00 $ 1,500.00 $ 0.00   
    REVENUES:
        State Funds:
        Cash $ 0.00 $ $  
        In-Kind $ 0.00 $ $  
        Federal Funds:
        (Direct Costs) $ 0.00 $ $  
        (Statewide Indirect) $ 0.00 $ $  
        (Department Indirect) $ 0.00 $ $  
        Other Funds:
        (source) Grant $ 2,000.00 $ $  
        TOTAL $ 2,000.00 $ 0.00 $ 0.00  

Appropriation Nos. Amounts
3480003000-Corrections Education $ 2,000.00

-over-
11. Will grant monies be spent by one or more personal service contracts?
   - [ ] YES  [X] NO
   
   If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

12a. Please list any requested Limited Service positions:

<table>
<thead>
<tr>
<th>Titles</th>
<th>Number of Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>NONE</td>
<td></td>
</tr>
</tbody>
</table>
   
   TOTAL Positions 0

12b. Equipment and space for these positions:  N/A
   - [ ] Presently available.
   - [ ] Can be obtained with available funds.

13. Signature of Appointing Authority

   I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

   [Signature]  (Date)

   (Title)

14. Action by Governor:
   - [ ] Approved
   - [ ] Rejected

   [Signature]  (Date)

15. Secretary of Administration:

   [ ] Request to JFO
   [ ] Information to JFO

   [Signature]  (Date)

16. Action by Joint Fiscal Committee:

   [ ] Request to be placed on JFC agenda
   [ ] Approved (not placed on agenda in 30 days
   [ ] Approved by JFC
   [ ] Rejected by JFC
   [ ] Approved by Legislature

   [Signature]  (Date)
To: Michael K. Smith, Secretary, Agency of Administration
   Stephen A. Klein, Joint Fiscal Office

From: Robert D. Hofmann, Commissioner of Corrections

Date: March 19, 2007

RE: Gift from VT Retired Teacher's Association

I am requesting the State’s approval for the acceptance of a grant of $2,000 to the Department of Corrections Community High School of Vermont. This grant is being provided by the Vermont Retired Teacher’s Association to provide financial assistance to students buying books for college or purchasing supplies needed for employment. I have attached Form AA-1, Request for Grant Acceptance, which includes the details of the grant.

Your immediate, and favorable acceptance of this grant would be most appreciated.

Thank you.

Cc: Robert Lucenti, Director, Corrections Education
   Al Johnson, Financial Resources Administrator
Dear Mr. McIntyre:

Please accept this donation of $2,000.00 (two thousand dollars) to the Community High School of Vermont's Betsy Gardner Fund from the Vermont Retired Teachers' Association. Hopefully, to be used by the scholarship committee. We applaud that the young who are incarcerated leave a chance to earn their high school diploma.

Sincerely,

[Signature]
Treasurer
From: Rebecca Buck
To: Johnson, Alan
Subject: Re: VRTA Information

>>> "Alan Johnson" <ajohnson@doc.state.vt.us> 4/12/2007 9:42 AM >>>
Becky

Here is the information you requested:

Grant awards from funding provided by the Vermont Retired Teachers Association are given in increments of $200. To be eligible for an award, a graduate of the Community High School of Vermont (CHSVT) must be nominated by a CHSVT instructor. Nominees are then reviewed by the Beryle Gardner Committee, a group made-up of members of the CHSVT instructional staff.

Please contact me if you require any additional information.

Regards,

Al

Al Johnson
Financial Resources Administrator
Department of Corrections
State of Vermont
103 South Main Street
Waterbury, VT 05671-1001

Telephone: 802.241.1028
Fax: 802.241.2377