MEMORANDUM

To: Joint Fiscal Committee members
From: Sorsha Anderson, Senior Staff Associate
Date: March 25, 2022
Subject: Grant Request – JFO #3093

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration.

**JFO #3093 - $1,000,000.00** to the VT Agency of Commerce and Community Development from the U.S. Economic Development Administration. Funds for the use of Statewide Economic Recovery Planning.

- Review the economic and workforce development programs, policies, and initiatives implemented by the State prior to and during the COVID-19 pandemic, and work with the State's leadership to define its priorities and craft a unified vision and economic recovery framework for the State's post-pandemic economy. Analyze and provide recommendations to optimize the State's economic recovery program portfolio.
- Develop a funding strategy to maximize the impact of federal funding and support the sustainability of economic recovery efforts.
- Develop an implementation roadmap that will serve as the State's tactical plan for economic recovery.

Grant period through 3/31/2024.

* [Received March 23, 2022]*

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by April 17, 2022, we will assume that you agree to consider as final the Governor’s acceptance of this request.
# STATE OF VERMONT
## FINANCE & MANAGEMENT GRANT REVIEW FORM

<table>
<thead>
<tr>
<th>Grant Summary:</th>
<th>EDA statewide economic recovery planning grant for statewide economic recovery planning.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td>3/10/2021</td>
</tr>
<tr>
<td>Department:</td>
<td>ACCD - Administration</td>
</tr>
<tr>
<td>Legal Title of Grant:</td>
<td>Statewide Economic Recovery Planning</td>
</tr>
<tr>
<td>Federal Catalog #:</td>
<td>11.307</td>
</tr>
<tr>
<td>Grant/Donor Name and Address:</td>
<td>U.S. Economic Development Administration, 1401 Constitution Ave, NW Suite 71014, Washington, DC 20230</td>
</tr>
<tr>
<td>Grant Period: From:</td>
<td>10/1/2021 To: 3/31/2024</td>
</tr>
<tr>
<td>Grant/Donation</td>
<td>$1,000,000.00</td>
</tr>
<tr>
<td>Grant Amount:</td>
<td>SFY 1</td>
</tr>
<tr>
<td></td>
<td>$470,000.00</td>
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<tr>
<td>Position Information:</td>
<td># Positions</td>
</tr>
<tr>
<td></td>
<td>0</td>
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<tr>
<td>Additional Comments:</td>
<td></td>
</tr>
</tbody>
</table>

Department of Finance & Management
Secretary of Administration
Sent To Joint Fiscal Office

[Digital signatures] Jason Aronowitz (Initial) Date 2022-03-10 21:52:24

Page 1 of 1

Department of Finance & Management
Version 1.1 - 10/15/08
To: Jason Aronowitz, Dept. of Finance and Management
From: Lindsay Kurrle, Secretary, Agency of Commerce and Community Development
CC: Joan Goldstein, DED Commissioner; Lisa Allard, ACCD Financial Director II
Re: U.S. Economic Development Administration Federal Award
Date: February 28, 2022

Enclosed please find an AA-1 Form to receive funding of $1,000,000 from the U.S. Economic Development Administration for the use of Statewide Economic Recovery Planning.

This funding will serve to:

Review the economic and workforce development programs, policies, and initiatives implemented by the State prior to and during the COVID-19 pandemic, and work with the State’s leadership to define its priorities and craft a unified vision and economic recovery framework for the State’s post-pandemic economy.

Analyze and provide recommendations to optimize the State’s economic recovery program portfolio.

Develop a funding strategy to maximize the impact of federal funding and support the sustainability of economic recovery efforts.

Develop an implementation roadmap that will serve as the State’s tactical plan for economic recovery.

I have enclosed the following:

- Form AA-1
- U.S. EDA Federal Award

Please let me know if you need any additional information.

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

**BASIC GRANT INFORMATION**

1. **Agency:** Agency of Commerce and Community Development  
2. **Department:** ACCD - Administration  
3. **Program:** EDA Statewide Economic Recovery Planning Grant  
4. **Legal Title of Grant:** Statewide Economic Recovery Planning  
5. **Federal Catalog #:** 11.307  
6. **Grant/Donor Name and Address:**  
   U.S. Economic Development Administration, 1401 Constitution Ave, NW Suite 71014, Washington, DC 20230  
7. **Grant Period:** From: 10/1/2021  
   To: 3/31/2024  
8. **Purpose of Grant:**  
   Statewide Economic Recovery Planning:  
   a. Review the economic and workforce development programs, policies, and initiatives implemented by the State prior to and during the COVID-19 pandemic, and work with the State’s leadership to define its priorities and craft a unified vision and economic recovery framework for the State’s post-pandemic economy.  
   b. Analyze and provide recommendations to optimize the State’s economic recovery program portfolio.  
   c. Develop a funding strategy to maximize the impact of federal funding and support the sustainability of economic recovery efforts.  
   d. Develop an implementation roadmap that will serve as the State’s tactical plan for economic recovery.  
9. **Impact on existing program if grant is not Accepted:**  
   Vermont would have to utilize existing state resources to coordinate the Statewide Planning Grant Programs under ARPA.  

**10. BUDGET INFORMATION**

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>SFY 1</th>
<th>SFY 2</th>
<th>SFY 3</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Expenditures:</strong></td>
<td>FY 22</td>
<td>FY 23</td>
<td>FY 24</td>
<td></td>
</tr>
<tr>
<td>Personal Services</td>
<td>$450,000</td>
<td>$450,000</td>
<td>$75,000</td>
<td></td>
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<tr>
<td>Operating Expenses</td>
<td>$20,000</td>
<td>$5,000</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Grants</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$470,000</td>
<td>$455,000</td>
<td>$75,000</td>
<td>$1,000,000 Award</td>
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</table>

<table>
<thead>
<tr>
<th>Revenues</th>
<th>SFY 1</th>
<th>SFY 2</th>
<th>SFY 3</th>
<th>Comments</th>
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<tbody>
<tr>
<td>State Funds:</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>In-Kind</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Federal Funds:</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>(Direct Costs)</td>
<td>$470,000</td>
<td>$455,000</td>
<td>$75,000</td>
<td>$1,000,000 Award</td>
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<tr>
<td>(Statewide Indirect)</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td>(Departmental Indirect)</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Other Funds:</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Grant (source)</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
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</table>
STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE  (Form AA-1)

<table>
<thead>
<tr>
<th>Appropriation No:</th>
<th>7100000000 / 22005</th>
<th>Amount:</th>
<th>$470,000</th>
</tr>
</thead>
</table>

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: Lindsay Kurrle Agreed by: ___________ (initial)

12. Limited Service Position Information:

<table>
<thead>
<tr>
<th># Positions</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Positions

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):

Signature: [Signature]
Title: [Title]
Date: [Date]

14. SECRETARY OF ADMINISTRATION

☑ Approved:
(Secretary or designee signature) [Signature]
Date: [Date]

15. ACTION BY GOVERNOR

☑ Accepted
Date: [Date]

☒ Rejected

16. DOCUMENTATION REQUIRED

[ ] Request Memo
[ ] Dept. project approval (if applicable)
☒ Notice of Award
[ ] Notice of Donation (if any)
[ ] Grant (Project) Timeline (if applicable)
[ ] Request for Extension (if applicable)
STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE  (Form AA-1)

<table>
<thead>
<tr>
<th>Grant Agreement</th>
<th>Form AA-1PN attached (if applicable)</th>
</tr>
</thead>
</table>

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).
**U. S. DEPARTMENT OF COMMERCE**

**FINANCIAL ASSISTANCE AWARD**

<table>
<thead>
<tr>
<th><strong>RECIPIENT NAME</strong></th>
<th>COMMERCER &amp; COMMUNITY DEVELOPMENT, VERMONT AGENCY OF</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>STREET ADDRESS</strong></td>
<td>1 NATIONAL LIFE DR</td>
</tr>
<tr>
<td>CITY, STATE, ZIP CODE</td>
<td>MONTPELIER VT 05601-3377</td>
</tr>
<tr>
<td><strong>AUTHORITY</strong></td>
<td>Public Works and Economic Development Act of 1965 (42 USCS 3121 et. seq) as amended, including the comprehensive amendments made by the Economic</td>
</tr>
<tr>
<td><strong>CFDA NO. AND NAME</strong></td>
<td>11.307 Economic Adjustment Assistance</td>
</tr>
<tr>
<td><strong>PROJECT TITLE</strong></td>
<td>Statewide Economic Recovery Planning</td>
</tr>
</tbody>
</table>

This Award Document (Form CD-450) signed by the Grants Officer constitutes an obligation of Federal funding. By signing this Form CD-450, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, the Form CD-450 must be signed by an authorized representative of the Recipient and returned to the Grants Officer. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Award offer and de-obligate the funds.

- [X] DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE STANDARD TERMS AND CONDITIONS
- [x] R & D AWARD
- [ ] FEDERAL-WIDE RESEARCH TERMS AND CONDITIONS, AS ADOPTED BY THE DEPT. OF COMMERCE
- [ ] BUREAU SPECIFIC ADMINISTRATIVE STANDARD AWARD CONDITIONS
- [X] SPECIFIC AWARD CONDITIONS
- [ ] LINE ITEM BUDGET
- [ ] 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS, AS ADOPTED PURSUANT TO 2 CFR § 1327.101
- [ ] 48 CFR PART 31, CONTRACT COST PRINCIPLES AND PROCEDURES
- [X] DEPARTMENT OF COMMERCE PRE-AWARD NOTIFICATION REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS (REF. 79 FR 76390)
- [ ] MULTI-YEAR AWARD. PLEASE SEE THE MULTI-YEAR SPECIFIC AWARD CONDITION.
- [X] OTHER(S): ARPA Supplemental Economic Development Administration Planning, Research and Networks Notice of Federal Funding Opportunity, July 23, 2021, under which EDA announced the statewide planning grant programs to support states as they plan for economic recovery and prepare to build back better

**SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER**

Linda Cruz-Carnall

**DATE**

10/26/2021

**PRINTED NAME, PRINTED TITLE AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL**

Lindsay Kunle

**DATE**

12/13/2021
September 10, 2021

Linda Cruz-Carnall
Regional Director
Economic Development Administration
Robert N. C. Nix Federal Building
900 Market Street, Room 602
Philadelphia, PA 19107

RE: Vermont’s Response to the EDA invitation for American Rescue Plan Act Supplemental EDA Awards to support Statewide Planning

Dear Regional Director Cruz-Carnall:

I am pleased to respond to your invitation for requesting $1 million to carry out Planning, Network and Research Activities as a part of Vermont’s efforts to rebuild the state economy after the damages caused by Covid on our businesses and households. With this letter, I am designating the Agency of Commerce and Community Development (ACCD) led by Secretary Lindsay Kurrle to be the recipient of the funds.

ACCD has provided leadership to Vermont businesses and communities in the early stages of the pandemic and served a necessary communication function between those affected parties and our state agencies. As the pandemic progressed, ACCD directed state and federal funds to those same businesses and communities to help both with ensuring their safe practices to reduce Covid and the starting process for re-building in a changed economic environment.

ACCD is also playing a central role in our cross-agency team responsible for recovery work, which includes strategic planning and oversight of the deployment of federal dollars so these funds have maximum impact across Vermont.

With these planning funds, ACCD can continue to serve that coordination function in conjunction with many of our other State of Vermont Agencies and external partners to ensure the optimal distribution of the federal funding opportunities before us.

We deeply appreciate EDA for this opportunity.

Sincerely,

Philip B. Scott
Governor

[Signature]

c: Lindsay Kurrle, Secretary/Vermont Agency of Commerce and Community Development
Susanne Young, Secretary/Vermont Agency of Administration
Julie Moore, Secretary/Agency of Natural Resources

109 STATE STREET • THE PAVILION • MONTPELIER, VT 05609-0101 • WWW.VERMONT.GOV
TELEPHONE: 802.828.3333 • FAX: 802.828.3339 • TDD: 802.828.3345
September 24, 2021

Linda Cruz-Carnall
Regional Director
Economic Development Administration
Robert N. C. Nix Federal Building
900 Market Street,
Room 602
Philadelphia, PA 19107

RE: Vermont’s Response to the EDA invitation for American Rescue Plan Act Supplemental EDA Awards to support Statewide Planning; Accepting Agency Designation

Dear Regional Director Carnall,

With this letter the Vermont Agency of Commerce and Community Development (the Agency, ACCD) formally accepts Governor Philip Scott’s designation as the statewide agency that will receive $1 million in American Rescue Plan Act Supplemental EDA Awards.

The Agency has reviewed the scope of work and stands ready to provide leadership to Vermont’s businesses and communities as they continue to engage in critical recovery activities. From the beginning of the pandemic the Agency has played a central role in coordinating cross-agency recovery work, which includes strategic planning and oversight of the deployment of several millions of dollars in federal funds.

We are pleased to formally accept this designation and to continue to lead Vermont’s recovery efforts, and fulfill our role of coordinating all State Agencies, external partners, businesses, and our communities in their recovery efforts.

Thank you for this opportunity.

Sincerely,

[Signature]

Secretary
Agency of Commerce and Community Development
EDA $1M Statewide Economic Recovery Planning Grant Award 2/28/2022
Award Ends 3/31/2024  26 Months implementing March 2022

Per Nate 2/22/22

<table>
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<th>Amount</th>
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</thead>
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<tr>
<td>Salary/Fringe</td>
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<tr>
<td>Contracted Service</td>
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<td>Operating</td>
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<td><strong>Total</strong></td>
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For AA-1 Fiscal Year Breakout

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<th>Salary</th>
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<td>470,000</td>
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<tr>
<td>FY23</td>
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<td>350,000</td>
<td>5,000</td>
<td>455,000</td>
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<tr>
<td>FY24</td>
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<td>50,000</td>
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<td>75,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>175,000</strong></td>
<td><strong>800,000</strong></td>
<td><strong>25,000</strong></td>
<td><strong>1,000,000</strong></td>
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