MEMORANDUM

To: Joint Fiscal Committee members
From: Daniel Dickerson, Fiscal Analyst
Date: December 2, 2019
Subject: Grant Request – JFO #2982

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

**JFO #2982** — $454,392 from the U.S. Dept. of Agriculture (USDA) to the VT Agency of Agriculture, Food and Markets. This funding will be used to develop and support innovation in the dairy industry. Innovation efforts will include marketing and market development, food safety trainings, studying the market for sheep and goat milk, as well as studying conversion to grass-based production. USDA requires that at least 50% of the grant funding be passed on to farmers and processors as sub-grants, and Vermont will be providing sub-grants and assistance to entities throughout New England and eastern New York. The remainder of grant funds will cover the cost of staff time. The grant funds will be used over three fiscal years, with sub-grants being made in years 2 and 3.

[JFO received 11/26/19]

Please review the enclosed materials and notify the Joint Fiscal Office (Daniel Dickerson at (802) 828-2472; 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 December 16, 2019 we will assume that you agree to consider as final the Governor’s acceptance of these requests.
**Grant Summary:**
This is a USDA-AMS grant to provide funding to develop and support innovation in the dairy sector, primarily through marketing, market development and trainings. At least 50% of these funds will be passed through as grants to dairy farms or coops.

<table>
<thead>
<tr>
<th>Date</th>
<th>11/22/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department</td>
<td>Agency of Agriculture, Food and Markets</td>
</tr>
<tr>
<td>Legal Title of Grant</td>
<td>Dairy Business Innovation Initiative</td>
</tr>
<tr>
<td>Federal Catalog #</td>
<td>CDFA 10.176</td>
</tr>
<tr>
<td>Grant/Donor Name and Address</td>
<td>USDA-AMS 1400 Independence Ave, SW Room 4543-S Stop 0264 Washington, DC 20250-0264</td>
</tr>
<tr>
<td>Grant Period</td>
<td></td>
</tr>
<tr>
<td>From:</td>
<td>9/30/2019</td>
</tr>
<tr>
<td>To:</td>
<td>9/29/2022</td>
</tr>
<tr>
<td>Grant/Donation</td>
<td>454,392</td>
</tr>
<tr>
<td>SFY 1</td>
<td>SFY 2</td>
</tr>
<tr>
<td>$106,286</td>
<td>$174,951</td>
</tr>
<tr>
<td>Comments</td>
<td></td>
</tr>
<tr>
<td>Position Information:</td>
<td></td>
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<tr>
<td># Positions</td>
<td>0</td>
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<tr>
<td>Explanation/Comments</td>
<td></td>
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</table>

**Additional Comments:**

**Department of Finance & Management**

**Secretary of Administration**

**Sent To Joint Fiscal Office**

(Initial)

(Initial)

12.2.19
STATE OF VERMONT REQUEST FOR GRANT (A) ACCEPTANCE  (Form AA-1)

BASIC GRANT INFORMATION

1. Agency: Agency of Agriculture, Food & Markets
2. Department: 
3. Program: Dairy Business Innovation Initiative
4. Legal Title of Grant: Dairy Business Innovation Initiative
5. Federal Catalog #: CDFA 10.176

6. Grant/Donor Name and Address:
   USDA - AMS 1400 Independence Ave, SW Room 4543-S Stop 0264 Washington, DC 20250-0264

8. Purpose of Grant:
   Vermont has been selected as one of three national dairy innovation initiatives and will be serving Vermont, New England, and eastern New York dairy farmers. The purpose of the funding is to develop and support innovation in the dairy sector, including marketing, market development, food safety trainings, understanding the market for sheep and goat milk, and conversion to grass-based production systems. In every grant round, at least 50% must be distributed as grants to dairy farmers or cooperatively owned processors to support the work in the topics outlined above.

9. Impact on existing program if grant is not Accepted:
   If this grant funding is not accepted, AAFM will not be able to increase its ability to provide marketing, technical, and promotional assistance to Vermont and New England's dairy industry, the largest sector of Vermont's agricultural economy.

10. BUDGET INFORMATION

   | Expenditures: | SFY 1 FY 20 | SFY 2 FY 21 | SFY 3 FY 22 | Comments |
   | Personal Services | $90,856 | $46,948 | $46,948 |
   | Operating Expenses | $15,430 | $12,562 | $12,582 |
   | Grants | $ | $115,441 | $113,625 |
   | Total | $106,286 | $174,951 | $173,155 |

   | Revenues: |
   | State Funds | $ | $ | $ |
   | Cash | $ | $ | $ |
   | In-Kind | $ | $ | $ |
   | Federal Funds | $ | $ | $ |
   | (Direct Costs) | $95,066 | $163,500 | $161,702 |
   | (Statewide Indirect) | $ | $ | $ |
   | (Departmental Indirect) | $11,220 | $11,451 | $11,453 |
   | Other Funds | $ | $ | $ |
   | Grant (source ) | $ | $ | $ |
   | Total | $106,286 | $174,951 | $173,155 |

   Appropriation No: 2200030000 Amount: $106,286

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

| Total | $106,286 |

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: Diane Bonfield
Agreed by: DB (initial)

12. Limited Service Position Information:

<table>
<thead>
<tr>
<th># Positions</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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Total Positions 0

12a. Equipment and space for these positions:

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<tr>
<th>Is presently available</th>
<th>Can be obtained with available funds</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

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: Diane Bonfield
Title: Director of Administrative Services IV
Date: 11/7/19

Signature:
Title:
Date:

14. SECRETARY OF ADMINISTRATION

Approved:
Date: 11/25/19

15. ACTION BY GOVERNOR

Check One Box:
- Accepted
- Rejected

(Governor’s signature)
Date: 11/26/19

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

- Request Memo
- Dept. project approval (if applicable)
- Notice of Award
- Grant Agreement
- Grant Budget
- Notice of Donation (if any)
- Grant (Project) Timeline (if applicable)
- Request for Extension (if applicable)
- Form AA-1PN attached (if applicable)

(*) 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).
NOTICE OF AWARD

September 17, 2019

ATTN: Laura Ginsburg, Agriculture Development Section Chief
MONTPELIER, VT

SUBJECT: Agricultural Marketing Service (AMS) Notice of Award (NOA) for Agreement No. AM190100XXXXG081

Project Director: Laura Ginsburg
Project Title: Dairy Business Innovation Initiatives
Period of Performance: September 30, 2019-September 29, 2022
AMS Award Amount: $454,392.00
Matching Funds Amount: $0.00

Dear Laura Ginsburg:

The Agricultural Marketing Service (AMS) hereby awards a grant to AGRICULTURE FOOD & MARKETS VERMONTAGENCY OF in support of the above referenced program. This Award is pursuant to (CFDA# 10.176, Dairy Business Innovation Initiatives) and is subject to:

1. Your organization's application package, including the SF-424, SF-424B, Application/Project Narrative, Budget Summary/Narrative, other supporting letters and documents, as applicable, match verification, as applicable, AD-3030, Representations Regarding Felony Conviction and Tax Delinquent Status for Corporate Applicants, as applicable, and AD-3031, Assurance Regarding Felony Conviction or Tax Delinquent Status for Corporate Applicants, as applicable.


Acceptance of this award requires an authorized AGRICULTURE FOOD & MARKETS VERMONTAGENCY OF representative to sign and date the Grant Award and submit to Kristin Abernathy at Kristin.Abernathy@ams.usda.gov.

If you have any questions about this NOA, please contact the Federal Agency Project Manager listed in Box 13 of the attached Grant Agreement.
Sincerely,

Karla Whalen

USDA, Agricultural Marketing Service
# Grant Agreement Face Sheet

1. **Accounting Code:**
   9000013003

2. **Vendor I.D. (EIN):**
   809376718

3. **DUNS Number:**
   AM190100XXXXG081

4. **Type of Instrument:**
   Grant Agreement

5. **CFDA Number:**
   10.176

6. **Title of Agreement:**
   Dairy Business Innovation Initiatives

7. **Objective:**
   Support dairy businesses in the development, production, marketing, and distribution of dairy products by diversifying dairy product markets to reduce risk and develop higher-value uses for dairy products; promoting business development that diversifies farmer income through processing and marketing innovation; and encouraging the use of regional milk production.

8. **Statement of Work:**
   This agreement shall be carried out by the organizational units or officials of the Federal Agency and the Recipient in the manner and subject to the conditions provided in the Agricultural Marketing Service Grants Division General Award Terms and Conditions attached hereto and made a part of this agreement.

9. **Legal Authority:**
   Section 204(b) of the Agricultural Marketing Act of 1946 as supplemented by section 12513 of the Agriculture Improvement Act of 2018 (Public Law 115—334), (7 U.S.C. § 1632d).

10. **Period of Performance:**
    September 30, 2019 through September 29, 2022

11. **Federal Agency (Name and Address):**
    Dairy Business Innovation Initiatives

12. **Recipient:**
    AGRICULTURE FOOD & MARKETS VERMONT AGENCY OF
    116 STATE STREET
    MONTPELIER, VT 05620-2901

13. **Federal Agency Project Manager:**
    Dewell Paez Delgado, Grants Management Specialist
    Telephone: (202) 260-8636
    Email: DEWELL.PAEZ-DELGADO@AMS.USDA.GOV

14. **Recipient Project Coordinator:**
    Laura Ginsburg, Agriculture Development Section Chief
    Telephone: 802-522-2252
    Email: laura.ginsburg@vermont.gov

15. **Federal Agency Funding Amount:**
    $454,392.00

16. **Non-Federal Matching Amount:**
    $0.00

## PROVISIONS

This Agreement incorporates the following:

1. Approved application and budget including any mutually agreed upon budget revisions and other changes and amendments thereto.

17. **Federal Agency Representative Approval:**
    Karla Whalen
    Deputy Administrator
    Agricultural Marketing Service

18. **Recipient Representative Approval:**
    Name: Diane Bothfeld
    Title: Director of Administrative Services IV

19. **Federal Agency Representative Approval Signature:**
    Date: 09/16/2019

20. **Recipient Representative Approval Signature:**
    Date: 09/17/2019
Paperwork Burden Statement
According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0581-0240. Public reporting burden for this collection of information is estimated to average 2 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project 0581-0240, Washington, DC 20503.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA’s TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaintfiling_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;
2) fax: (202) 690-7442; or 3) email: program.intake@usda.gov. USDA is an equal opportunity provider, employer, and lender.

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