

STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: August 2, 2012
Subject: Grant Requests

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

JFO #2572 – Smart Growth America (SGA) will conduct a transportation reform demonstration study for the Vermont Agency of Transportation (VTrans). No funds will be provided directly to VTrans or the State of Vermont, however, this effort is valued at \$100,000 and is therefore subject to the Joint Fiscal Committee approval process. SGA's work is funded by a grant from the Rockefeller Foundation. The study will evaluate existing policies and programs related to smart growth and transportation, and recommend performance measures to incorporate into VTrans' strategic plan.

[JFO received 7/23/12]

JFO #2573 – Request to establish a 3% fee in order to implement an over-the-counter credit card payment process at the Vermont Department of Buildings & General Services (BGS) surplus property warehouse. Joint Fiscal Committee approval of this fee request is required in accordance with 22 V.S.A. § 953 (c)(2).

[JFO received 7/23/12]

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 Joint Fiscal Committee review. Unless we hear from you to the contrary by August 16 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

Agency of Administration


JFO 2572

**STATE OF VERMONT
 FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary:		To provide an external study of VTrans policies and programs regarding smart growth and transportation.			
Date:		7/13/2012			
Department:		AOT - Policy and Planning 8100002200			
Legal Title of Grant:		Transportation Reform Demonstation Project: Strengthening Vermont's Economy by Integrating Transportation and Smart Growth Policy			
Federal Catalog #:		N/A			
Grant/Donor Name and Address:		Smart Growth America, 1707 L St. NW, Suite 1050, Washington, D.C. 20036			
Grant Period:	From:	7/1/2012	To:	6/30/2013	
Grant/Donation		The value of the study is estimated at \$100,000.00. No funding will pass through the State.			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$0	\$	\$	\$	Estimated
Position Information:		# Positions	Explanation/Comments		
Additional Comments:		No fiscal effect on the State.			
Department of Finance & Management		[Signature]		(Initial)	
Secretary of Administration		[Signature]		(Initial)	
Sent To Joint Fiscal Office		7/17/12		Date	

RECEIVED
 JUL 28 2012
 JOINT FISCAL OFFICE

Memorandum

To: Jason Aronowitz
From: Joe Segale, PE/PTP 
Vermont agency of Transportation
Policy and Planning Section Manager
Date: July 3, 2012
Subject: Request for Grant Acceptance

Please find attached a State of Vermont Request for Grant Acceptance (Form AA-1), Notice of Award, Grant Agreement and Scope of Work from Smart Growth America (SGA) for technical assistance to conduct a study to evaluate the interrelated benefits of transportation and smart growth in Vermont. As point of information, we have received approval from Secretary of Administration Spaulding for a waiver from the bid process required in the State of Vermont's Contracting Procedures Bulletin No. 35 for this project.

SGA recently contacted VTrans through ACCD and offered to provide support for a transportation reform demonstration study. SGA is dedicated to helping state and local elected, civic and business leaders design and implement effective smart growth strategies. SGA is a not-for-profit organization founded in 2002. Headquartered in Washington, DC, SGA is primarily funded by foundation and government grants and member contributions. SGA has a staff of twenty organized to conduct advocacy and outreach, communications, research and policy implementation, and technical assistance.

The concept and purpose for the project was developed collaboratively by SGA and the VTrans Policy and Planning section and was approved by the VTrans Executive Staff. The purpose of the study is to evaluate how VTrans policies and programs that connect smart growth and transportation strengthen the economy and support the Agency's vision of a safe, efficient and multimodal transportation system. The study would evaluate existing VTrans policies and programs, document what is working well, and identify improvements and what is missing from existing programs and policies. The study will also recommend performance measures that will be incorporated into the VTrans strategic plan.

The study will be managed by SGA and their participation will be funded entirely by a \$100,000 grant from the Rockefeller Foundation directly to SGA. There will be no funds provided directly to, or through VTrans or any other state agency.

Thank you for your consideration and please contact me with any questions or comments at 828-3968 or joe.segale@state.vt.us.

Attachments

JUL '12 2012

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

BASIC GRANT INFORMATION				
1. Agency:	Agency of Transportation			
2. Department:	Policy, Planning and Intermodal Development			
3. Program:	Policy and Planning Section			
4. Legal Title of Grant:	Transportation Reform Demonstration Project: Strengthening Vermont's Economy by Integrating Transportation and Smart Growth Policy			
5. Federal Catalog #:	Not Applicable			
6. Grant/Donor Name and Address: Smart Growth America 1707 L St. NW, Suite 1050 Washington, DC 20036				
7. Grant Period:	From:	7/1/2012	To:	6/30/2013
8. Purpose of Grant: The grant will fund an external study to evaluate how VTrans policies and programs that connect smart growth and transportation will strengthen the economy and support the Agency's vision of a safe, efficient and multimodal transportation system. The study would evaluate existing VTrans policies and programs, document what is working well, and identify improvements and what is missing from existing programs and policies. The study will also recommend performance measures that will be incorporated into the VTrans strategic plan. The value of the study is estimated at approximately \$100,000.				
9. Impact on existing program if grant is not Accepted: While VTrans will continue to implement existing policies that encourage smart growth, without SGA's assistance we will miss an opportunity to comprehensively evaluate and enhance the Agency's efforts to improve the economy by supporting the state's land use goals.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2013	FY	FY	
Personal Services	\$0	\$	\$	
Operating Expenses	\$0	\$	\$	
Grants	\$0	\$	\$	
Total	\$0	\$	\$	
Revenues:				
State Funds:	\$0	\$	\$	
Cash	\$0	\$	\$	
In-Kind	\$0	\$	\$	
Federal Funds:	\$0	\$	\$	
(Direct Costs)	\$0	\$	\$	
(Statewide Indirect)	\$0	\$	\$	
(Departmental Indirect)	\$0	\$	\$	
Other Funds:	\$0	\$	\$	
Grant (source)	\$0	\$	\$	
Total	\$0	\$	\$	No fiscal effect on the state

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

Appropriation No:		Amount:	\$
			\$
			\$
			\$
			\$
			\$
			\$
		Total	\$

PERSONAL SERVICE INFORMATION

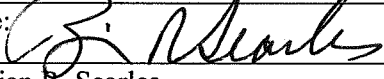

11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: Not Applicable Agreed by: _____ (initial)

12. Limited Service Position Information:	# Positions	Title
	0	
	0	
	0	
	0	
Total Positions	0	

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

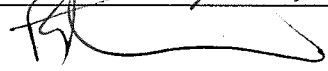
13. AUTHORIZATION AGENCY/DEPARTMENT

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: 	Date: 7/3/12
	Title: Brian R. Searles Secretary of Transportation	
	Signature: 	Date: 7/3/12
	Title: Trini Brassard, Assistant Director Policy, Planning and Intermodal Development	

14. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/> Approved:	(Secretary or designee signature) 	Date: 07/16/12
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15. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Accepted	(Governor's signature) 	Date: 7/17/12
<input type="checkbox"/> Rejected		Date:

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

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

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

<input 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).	



Smart Growth America
Making Neighborhoods Great Together

1707 L St. NW, Suite 1050
Washington, DC 20036
202-207-3355

www.smartgrowthamerica.org

June 4, 2012

Brian R. Searles
Secretary of Transportation
Vermont Agency of Transportation
One National Life Drive - 5th Floor
Montpelier, VT 05633-5001

Re: Notice of Grant Award

Dear Secretary Searles:

Smart Growth America (SGA) is pleased to inform you that the Vermont Agency of Transportation (VTrans) has been selected to receive a grant of technical assistance from our organization. The grant will provide SGA staff and consultant expertise to conduct a demonstration project with VTrans. The demonstration project is one of several, funded by the Rockefeller Foundation, being conducted around the country to put reforms in place to advance smart transportation in the states in question, to serve as models for other states, and to inform federal policy. The Vermont demonstration project will be called: *Strengthening Vermont's Economy by Integrating Transportation and Smart Growth*.

As you know, Act 200 - 24 V.S.A. § 4302, states that all state agencies are responsible for supporting and reinforcing Vermont's historic settlement pattern of compact village and urban centers separated by rural countryside (smart growth). Consistent with this requirement, the VTrans strategic plan contains a goal with almost identical language. The statute further clarifies that all public investments, including the construction or expansion of infrastructure, should reinforce the general character and planned growth patterns of an area. This project aims to demonstrate that VTrans policies and programs that connect smart growth and transportation will strengthen the economy and support the Agency's vision of a safe, efficient and multimodal transportation system.

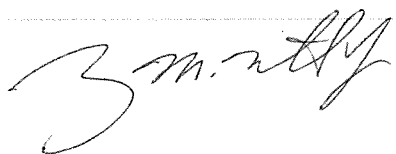
Grant Objectives

1. Demonstrate how transportation policies and investments that encourage smart growth can support the Governor's priorities to create a brighter economic future for Vermonters; and to enhance quality of life, environmental conservation, and economic security.
2. Demonstrate the value and role of smart growth in helping VTrans achieve its vision for a safe, efficient and multimodal transportation system that promotes Vermont's quality of life and economic well being, and any benefits relative to addressing the transportation funding gap.
3. Evaluate relevant VTrans policies and programs relative to smart growth. Document the effectiveness of current Agency activities towards achieving smart growth, and recommend areas for improvement and new policies or programs that should be implemented.
4. Identify and recommend performance measures that utilize available data to track VTrans' progress towards achieving the land use goals

With your permission, I will work with VTrans staff to complete the required grant documentation and initiate the project. SGA looks forward to working with VTrans and other Vermont agencies and individuals to complete this important work. Please let me know if you would like additional detail.

Sincerely,

Smart Growth America



Roger M. Millar, PE, AICP
Vice President

- c. Geoff Anderson, President, Smart Growth America
Chris Cole, Director of Policy, Planning and Intermodal Development, VTrans
Joe Segale, PE/PTP, Policy and Planning Manager, VTrans

Grant Agreement

Transportation Reform Demonstration Project: Strengthening Vermont's Economy by Integrating Transportation and Smart Growth Policy

Vermont Agency of Transportation and Smart Growth America

This Grant Agreement (GA) is made and entered into by and between the State of Vermont, acting by and through the Vermont Agency of Transportation (VTrans), and Smart Growth America (SGA) in order to complete the Transportation Reform Demonstration Project: Strengthening Vermont's Economy by Integrating Transportation and Smart Growth Policy (hereafter known as "the Project").

VTrans and SGA agree to work together in a collaborative spirit and negotiate in good faith on all tasks and deliverables required under the Project and as further identified in the attached Scope of Work. All deliverables shall be approved by consensus agreement by both parties, and neither party shall unreasonably withhold approval of any deliverable.

Goals and Objectives

The parties to this GA agree that the purpose of this project is to demonstrate that VTrans policies and programs that connect smart growth and transportation will strengthen the economy and support the Agency's vision of a safe, efficient and multimodal transportation system. The study will evaluate existing VTrans policies and programs, document what is working well, and identify improvements and what is missing from existing programs and policies.

Dedication of Resources

SGA, through its grant from the Rockefeller Foundation, shall cover all monetary costs of the work to be performed on the Project as described by the attached Scope of Work, including staff work by SGA and the costs of any consultants retained under the project. VTrans shall not be required to provide any financial support for consultants or staff retained by SGA.

Roles and Responsibilities

Vermont Agency of Transportation

VTrans shall lead the identification of stakeholders and the nature and timing of their engagement in the Project.

VTrans shall assign adequate staff resources to the project to work toward completion of the project with high quality and in a timely manner according to the timelines set forth in the Scope of Work. VTrans will assist in obtaining staff time from other state and local agencies as necessary.

Smart Growth America

SGA shall serve as the Project's fiscal agent and shall be responsible for signing all contracts and handling all billing.

SGA shall be responsible for timely completion of all deliverables identified in the Scope of Work and any mutually agreed modifications to the Scope of Work.

SGA shall make every effort to complete tasks and deliverables within the agreed upon timelines identified in the Scope of Work and shall work with the VTrans to extend timelines if tasks and deliverables cannot be completed per the agreed upon schedule.

SGA shall contract with a facilitator to convene a group of stakeholders and facilitate discussion.

SGA shall consider input from VTrans on the selection and hiring of technical consultants.

Modification and Termination

This GA may be modified by mutual agreement of the parties. This agreement may be terminated only by mutual agreement of the parties, or if grant funding is withdrawn by the Rockefeller Foundation, in which case SGA and VTrans shall make all reasonable efforts to find alternate funding sources and, failing that, complete the task to the extent possible using available resources.

This GA shall become effective on the date of the final signature and will remain in effect until such time as both Parties mutually agree to modify or terminate the GA.

STATE OF VERMONT

AGENCY OF TRANSPORTATION

Brian Searles, Secretary

Date

SMART GROWTH AMERICA

Geoff Anderson, President and CEO

Date

Strengthening Vermont's Economy by Integrating Transportation and Smart Growth Policy

Vermont Agency of Transportation Demonstration Project

Act 200 - 24 V.S.A. § 4302, states that all state agencies are responsible for supporting and reinforcing Vermont's historic settlement pattern of compact village and urban centers separated by rural countryside (smart growth). Consistent with this requirement, the Vermont Agency of Transportation (VTrans) strategic plan contains a goal with almost identical language. The statute further clarifies that all public investments, including the construction or expansion of infrastructure, should reinforce the general character and planned growth patterns of an area. This project aims to demonstrate that VTrans policies and programs that connect smart growth and transportation will strengthen the economy and support the Agency's vision of a safe, efficient and multimodal transportation system.

Study Objectives

1. Demonstrate how transportation policies and investments that encourage smart growth can support the Governor's priorities to create a brighter economic future for Vermonters; and to enhance quality of life, environmental conservation, and economic security.
2. Demonstrate the value and role of smart growth in helping VTrans achieve its vision for a safe, efficient and multimodal transportation system that promotes Vermont's quality of life and economic well being, and any benefits relative to addressing the transportation funding gap.
3. Evaluate relevant VTrans policies and programs relative to smart growth. Document the effectiveness of current Agency activities towards achieving smart growth, and recommend areas for improvement and new policies or programs that should be implemented.
4. Identify and recommend performance measures that utilize available data to track VTrans' progress towards achieving the land use goals.

Project Stakeholder Group

This project will be guided by a Project Stakeholder Group (PSG) appointed by the Secretary of the Vermont Agency of Transportation that is comprised of representatives of stakeholder organizations statewide. The PSG may include representatives of the following:

- Municipalities
- Chittenden County Metropolitan Planning Organization
- Regional Planning Commissions
- Agency of Commerce and Community Development
- Transit agencies
- Transportation construction industry
- Design professionals
- Other transportation interests (airports, ports, railroads, etc.)
- Business interests
- Development interests
- Community interests
- Labor interests
- Others as determined by the Secretary

The PSG will guide the project team; advising on project methodology, reviewing work products, and serving as a "sounding board" for strategy alternatives that may be recommended to the Secretary. They will also represent

their constituents and communicate back to their constituents on the progress of the work.

Proposed Work Plan

1. Assess Strengths and Opportunities for Improvement

- Assess the strengths and weaknesses of current transportation and smart growth policies and investment strategies.
 - Review VTrans planning document priorities and recommendations.
 - Review information gathered from the Funding Study that will be underway concurrently with this project.
 - Collect and analyze existing documentation on VTrans initiatives, including financial support of regional planning that combine land use and transportation planning efforts at the regional level, a context sensitive project development process, flexible roadway design standards, a systematic access management program, state funding for transit and rail, and support for pedestrian/bicycle facilities and community enhancements above minimum federal funding requirements.
- Assess the degree to which investment is consistent with policy direction.
- Analyze current legal and administrative structures.

2. Explore Alternatives for Improvement

- Identify and analyze policy integration strategies linked to economic development being discussed nationwide in similar rural states and provide context for their applicability to Vermont.
 - Conduct a literature review of the tools and studies, including performance measures, land use/transportation linkages, corridor management agreements, etc. that exist elsewhere in the United States and, if appropriate, other countries.
 - Conduct telephone interviews with DOT planning and project development staff and others around the country identified as innovators by literature review.
 - Identify strategies that could maximize return on transportation investments (economic, social, environmental) and possibly address the funding gap (through better integration of project development with local land use policy, preservation of right-of-way, improved capital budgeting at the local level, etc.).
 - Quantify to the extent possible how transportation investments that support smart growth also result in positive economic returns.
- Provide an overview of the project's purpose and scope, present strengths and weaknesses assessment and alternative strategies to PSG (Meeting 1).
 - Present data and preliminary findings.
 - Lead discussion of alternatives.

3. Identify Solutions Appropriate for Vermont

- Develop a matrix of alternatives for transportation and smart growth policy integration that maximizes job creation and economic development, including an assessment of: cost saving potential; applicability to capital improvements, maintenance and/or operations; stability and sustainability; equity; and ease of implementation. Findings and recommendations should be defensible and based on quantitative analyses

where appropriate and recognize the agency's total transportation budget responsibilities. To the extent possible, utilize Vermont specific data, case studies, etc; and account for Vermont's rural context.

- Present matrix to PSG (Meeting 2).
 - Present data and findings and lead discussion of promising alternatives.
- Refine a short list of recommended alternatives in response to PSG input.
 - Present short list to PSG (Meeting 3) for review.
- Prepare an implementation strategy that includes time frame, responsibilities, funding sources, etc. Develop draft actions, such as administrative, regulatory, and/or legislative language needed to implement recommendations. Recommendations for short-term implementation should be as detailed as possible.
 - Identify and recommend performance measures that utilize available data to track VTrans' progress towards achieving the land use goals
 - Review draft and discuss alternative strategies for achieving VTrans objectives with PSG (Meeting 3).

Demonstration Project Deliverables

- Draft and final memorandum summarizing existing structures for transportation and smart growth policy integration.
- Draft and final memorandum summarizing review of alternative strategies available.
- Draft and final memorandum documenting alternative solutions appropriate for Vermont.
- Draft and final implementing language.

Future Task – Managing the Implementation Process

SGA and VTrans acknowledge that there will be additional work to accomplish in order to refine the recommendations and shepherd them through to implementation. This work is difficult to scope without screened alternatives and input from stakeholders. Both parties agree to scope this work prior to the conclusion of tasks described above.

Technical support for this demonstration project is being provided by Smart Growth America through a grant from the Rockefeller Foundation. Smart Growth America is the only national organization dedicated to researching, advocating for and leading coalitions to bring smart growth practices to more communities nationwide. From providing more sidewalks to ensuring more homes are built near public transportation or that productive farms remain a part of our communities, smart growth helps make sure people across the nation can live in great neighborhoods. For additional information visit www.smartgrowthamerica.org.