



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Nathan Lavery, Fiscal Analyst  
Date: October 15, 2012  
Subject: Grant Requests

Enclosed please find two (2) items that the Joint Fiscal Office has received from the administration, including the establishment of 1 limited service position.

**JFO #2586** – \$10,000,000 grant from Green Mountain Power Corporation (GMP) to the Vermont Department of Children and Families. This request includes the establishment of **1 limited service position**. Funds will be used provide weatherization services to low-income residents as required by Public Service Board Docket No. 7770. **Expedited review has been requested. Joint Fiscal Committee members will be contacted by October 26<sup>th</sup> with a request to waive the balance of the review period and accept this grant.**

*[JFO received 10/11/12]*

**JFO #2587** – \$385,500 worth of land donated by The Nature Conservancy to the Vermont Department of Fish & Wildlife. This amount represents the difference between the appraised value of \$427,500 and the purchase price to the State of Vermont of \$42,000.

*[JFO received 10/11/12]*

Please review the enclosed materials and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; [nlavery@leg.state.vt.us](mailto: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 October 26 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 2586

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

<b>Grant Summary:</b>	\$10 million to be paid to Department for Children and Families Office of Economic Opportunity to provide Low-Income Weatherization services to residents in the "CVPS Legacy Area". These services are to be provided to clients who would not have otherwise received services "but for" this agreement.				
<b>Date:</b>	September 27, 2012				
<b>Department:</b>	Department for Children and Families/Office of Economic Opportunity				
<b>Legal Title of Grant:</b>	Public Service Board Docket #7770				
<b>Federal Catalog #:</b>	N/A				
<b>Grant/Donor Name and Address:</b>	Green Mountain Power Corporation				
<b>Grant Period:</b>	<b>From:</b>	July 1, 2012	<b>To:</b>	June 30, 2014	
<b>Grant/Donation</b>	Ordered by Public Service Board Docket No. 7770				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$6,000,000	\$4,000,000	\$	\$	

<b>Position Information:</b>	<b># Positions</b>	<b>Explanation/Comments</b>
	1	Limited Services position to manage the project and intends to use an established classification to work with the Weatherization Program Admin to monitor and provide technical assistance for quality control. 1.51% of funds will be allocated for the position and GMP or DPS has not denied this request.

**Additional Comments:** For more information regarding the Docket:  
<http://psb.vermont.gov/sites/psb/files/7770%20Final%20Order.pdf>

<b>Department of Finance &amp; Management</b>	<i>[Signature]</i>	10/11/12	(Initial)
<b>Secretary of Administration</b>		10/12/12	(Initial)
<b>Sent To Joint Fiscal Office</b>		10/11/12	Date

**RECEIVED**  
 OCT 11 2012  
**JOINT FISCAL OFFICE**





**State of Vermont**  
**Agency of Human Services**  
Office of the Secretary  
208 Hurricane Lane, Suite 103  
Williston, VT 05495  
[www.humanservices.vermont.gov](http://www.humanservices.vermont.gov)

*Douglas A. Racine, Secretary*

[phone] 802-871-3009  
[fax] 802-871-3001

MEMO TO: Senator Ann Cummings

FROM:  Doug Racine, Secretary, Agency of Human Services

RE: Expedited Review of Monies Associated with the Public Service Board's Order Regarding Weatherization

DATE: October 11, 2012

I am writing to request expedited review by the Joint Fiscal Committee of the monies to be conveyed by the Green Mountain Power Corporation (GMP) to the Department for Children and Families' Office of Economic Opportunity (OEO). The Agency of Human Services, where the Department is housed, believes that expedited consideration is warranted under these circumstances.

The Public Service Board's Docket No. 7770 (Docket) required GMP to invest \$6 million in Vermont's Weatherization Program before December 1, 2012, and at least an additional \$4 million in the Program before December 1, 2013. See Docket at page 161 at paragraph 55. As a result, GMP and the Department have engaged in discussions and drafted a Weatherization Services Agreement that describes the responsibilities of each party regarding the acquisition of the funds and the resulting weatherization projects funded by these monies. These projects will be overseen by the Department's OEO as a part of its home weatherization assistance program. These efforts are compatible with OEO's charge set out in 33 V.S.A. § 2501 et seq.

Expedited review reflects the Public Service Board's views. Regarding the \$10 million the Board wrote: "[I]mmediate approval of these expenditures will enable the investments to be made earlier than they could be if they needed to be reviewed by stakeholders first, and because of the time value of money, earlier investments provide greater benefits to CVPS customers." See Docket at p. 136. In short, by acquiring these funds as quickly as possible, OEO will have additional time to tackle weatherization projects that will result in warmer homes for Vermonters.

**Department for Children and Families**  
**Commissioner's Office**  
103 South Main Street – 5 North  
Waterbury, VT 05671-2980  
[www.dcf.vt.gov](http://www.dcf.vt.gov)

[phone] 802-871-3385  
[fax] 802-769-2064

*Agency of Human  
Services*

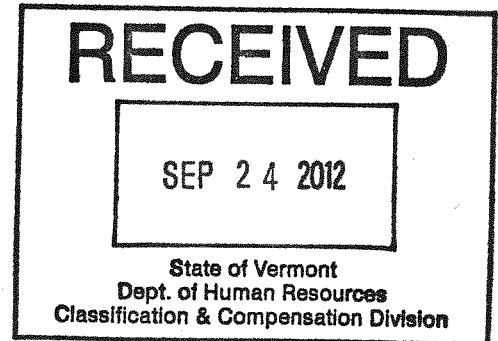
Memorandum

September 14, 2012

To: Jeb Spaulding, Secretary  
Agency of Administration

Through: Doug Racine, Secretary  
Agency of Human Services

From: Dave Yacovone, Commissioner  
Department for Children and Families



Re: Acceptance of Funds related Public Service Board Docket No. 7770

Please accept this memorandum and accompanying documentation as a request for approval to accept funds ordered in the above referenced Public Service Board Docket No. 7770: to wit, \$10,000,000 to be paid in two installments of \$6,000,000 on or before December 1, 2012, and \$4,000,000 to be paid on or before December 1, 2013. These funds are intended to provide Low-Income Weatherization services to residents of what is referred to in the docket as the "CVPS Legacy Area". The Docket goes on to say that these services are to be provided to clients who would not have otherwise received services "but for" this agreement.

The funds will be allocated to the existing WAP Network (5 agencies) in the form of amendments to their existing grant agreements. We are projecting that these funds will result in an additional 1,500 units being weatherized by the end of sfy 2014.

DCF/OEO is requesting 1 limited service position to manage this project and intends to use an established classification, "Energy Services Program Officer" (job specifications attached) to work in conjunction with the Weatherization Program Administrator. While it is true that OEO did not add staffing with the influx of ARRA funds, in hindsight we would have handled that differently. We were not able to maintain an optimal level of monitoring and technical assistance, and consequently there have been some issues regarding quality control that we have been dealing with since. Additionally, there were ramp up issues for ARRA that allowed a steady increase in production whereas that will not be the case with this funding. We are requesting that 1.51% of funding be allocated for this purpose and there has been no opposition from GMP or the Department of Public Service with respect to this aspect of the request. We estimate needing approximately \$151,585 (\$51,956 sfy 13 & \$99,629 sfy 14) for that position and the training and technical assistance to be provided to the WAP Network.

Given the size of Docket No. 7770, I have attached the pertinent pages here, and we will be posting it on the DCF/OEO intranet site shortly. <https://159.105.132.50/dcf/oeco/links>

For additional information, please contact Shaun Donahue at (802) 279-6105, or by email at [shaun.donahue@state.vt.us](mailto:shaun.donahue@state.vt.us)



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

<b>BASIC GRANT INFORMATION</b>				
<b>1. Agency:</b>	Agency of Human Services			
<b>2. Department:</b>	Department for Children and Families/Office of Economic Opportunity			
<b>3. Program:</b>	Low-Income Weatherization			
<b>4. Legal Title of Grant:</b>	Public Service Board Docket # 7770			
<b>5. Federal Catalog #:</b>	N/A			
<b>6. Grant/Donor Name and Address:</b>	Green Mountain Power Co.			
<b>7. Grant Period:</b>	<b>From:</b>	7/1/2012	<b>To:</b>	6/30/2014
<b>8. Purpose of Grant:</b>	Provide Weatherization services to CVPS legacy customers			
<b>9. Impact on existing program if grant is not Accepted:</b>	DCF/OEO would not be in compliance with Public Service Board Docket No. 7770			
<b>10. BUDGET INFORMATION</b>				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Comments</b>
<b>Expenditures:</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY</b>	
Personal Services	\$45,956	\$95,629	\$	
Operating Expenses	\$6,000	\$4,000	\$	
Grants	\$5,948,044	\$3,900,371	\$	
<b>Total</b>	<b>\$6,000,000</b>	<b>\$4,000,000</b>	<b>\$</b>	
<b>Revenues:</b>				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$6,000,000	\$4,000,000	\$	
Grant (source )	\$	\$	\$	
<b>Total</b>	<b>\$6,000,000</b>	<b>\$4,000,000</b>	<b>\$</b>	
<b>Appropriation No:</b>		<b>Amount:</b>	\$	
	3440110000		\$6,000,000	
			\$	
			\$	
			\$	
			\$	
			\$	
		<b>Total</b>	<b>\$6,000,000</b>	
<b>PERSONAL SERVICE INFORMATION</b>				

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

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

Appointing Authority Name: \_\_\_\_\_ Agreed by: \_\_\_\_\_ (initial)

12. Limited Service Position Information:	# Positions	Title
	1	ENERGY SERVICES PROGRAM OFFICER
<b>Total Positions</b>	1	

**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: <i>Sam Yussone</i>	Date: 9/12/12
Title: Commissioner, DCF	
Signature: <i>Douglas A. Racine</i>	Date: <i>JK</i> 9/24/12
Title: AHS Secretary	

**14. SECRETARY OF ADMINISTRATION**

Approved: \_\_\_\_\_ (Secretary or designee signature) *Car. Deary* Date: 10/3/12

**15. ACTION BY GOVERNOR**

Check One Box: Accepted *[Signature]* Date: 10/10/12  
 (Governor's Signature)  
 Rejected

**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 type="checkbox"/> Notice of Award                        | <input type="checkbox"/> Request for Extension (if applicable)    |
| <input type="checkbox"/> Grant Agreement                        | <input type="checkbox"/> Form AA-1PN attached (if applicable)     |
| <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).

**STATE OF VERMONT  
Joint Fiscal Committee Review  
Limited Service - Grant Funded  
Position Request Form**

This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources must be obtained prior to review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report must be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department: Agency of Human Services, Dept. for Children and Families Date: September 5, 2012

Name and Phone (of the person completing this request): Shaun F. Donahue, (802) 279-6105

Request is for:

- Positions funded and attached to a new grant.  
 Positions funded and attached to an existing grant approved by JFO # \_\_\_\_\_

1. Name of Granting Agency, Title of Grant, Grant Funding Détail (attach grant documents):

Green Mountain Power as per Public Service Board Docket No. 7770. please see attached AA-1 Memo and accompanying documentation.

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established only after JFC final approval:

<u>Title* of Position(s) Requested</u>	<u># of Positions</u>	<u>Division/Program</u>	<u>Grant Funding Period/Anticipated End Date</u>
Energy Services Program Officer	1	OEO/Weatherization	June 30, 2014

\*Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of Request for Classification Review.

3. Justification for this request as an essential grant program need:

The Weatherization program will be increasing unit production by approximately 40% as a result of this funding. In order to ensure a high quality program, OEO proposes to dedicate one staff person exclusively to the GMP funded program to provide an appropriate level of monitoring and reporting. To ensure that training and technical assistance is timely and directed, and to deal with unique (to this program) issues as they arise.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b)).

Randy Yacovone 9/10/12  
 Signature of Agency or Department Head Date

[Signature] 9/27/12  
 Approved/Denied by Department of Human Resources Date

[Signature] 10/1/12  
 Approved/Denied by Finance and Management Date

[Signature] 10/3/12  
 Approved/Denied by Secretary of Administration Date

Comments:

SEP 27 2012