

# STATE OF VERMONT JOINT FISCAL OFFICE

### **MEMORANDUM**

To:

James Reardon, Commissioner of Finance & Management

From:

Nathan Lavery, Fiscal Analyst

Date:

December 9, 2009

Subject:

JFO #2408, #2409, #2410, #2411, #2412, #2413

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

JFO #2408 — \$26,190 grant from the U.S. Health Resources and Services Administration to the Department of Health. These grant funds will be used to support the recruitment and retention of primary care providers via a subgrant to the Vermont State Primary Care Offices (PCO).

[JFO received 11/09/09]

JFO #2409 — \$217,504 grant from the U.S. Department of Justice to the Center for Crime Victim Services. These funds will be distributed to the Vermont Network Against Domestic and Sexual Violence for direct services to victims of sexual assault. [JFO received 11/09/09]

JFO #2410 — \$695,147 grant from the U.S. Department of Justice to the Center for Crime Victim Services. These funds will be used to aid adult and child victims of domestic violence and sexual assault, etc., by expanding safety and support services in five of Vermont's rural.

[JFO received 11/09/09]

JFO #2411 — \$71,216 grant from the U.S. Department of Justice to the Center for Crime Victim Services. These funds will be used for outreach and education about services available to crime victims. The focus of this outreach will be underserved populations from diverse cultural backgrounds who may not speak English.

[JFO received 11/09/09]

JFO #2412 — \$1,000,000 grant from the U.S. Department of Justice to the Department of Public Safety. These funds will be used to support the work of the Vermont Drug Task Force to disrupt the flow of illegal drugs into Vermont. [JFO received 11/09/09]

PHONE: (802) 828-2295

FAX: (802) 828-2483

JFO #2413 — \$96,477 grant from the U.S. Department of Labor to the Vermont Department of Labor. These funds will be used to fund necessary IT upgrades and staff training for the transition to the new federal apprenticeship program mandates. [JFO received 11/09/09]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since these items were 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: Wendy Davis, Commissioner
Judy Rex, Executive Director
Thomas Tremblay, Commissioner
Patricia Moulton Powden, Commissioner



#### MEMORANDUM

To:

Joint Fiscal Committee Members

From:

Nathan Lavery, Fiscal Analyst

Date:

November 12, 2009

Subject:

**Grant Requests** 

Enclosed please find seven (7) requests that the Joint Fiscal Office has received from the administration:

JFO #2407 — \$612,000 grant from the U.S. Environmental Protection Agency (EPA) to the Agency of Commerce & Community Development. These grant funds will be used to establish a special revolving loan fund for brownfield projects that are "shovel-ready". This grant is a competitive award under the American Recovery and Reinvestment Act (ARRA) and expedited approval of this item has been requested. The Joint Fiscal Committee members will be contacted within two weeks with a request to waive the statutory review period and accept this item.

[JFO received 11/09/09]

JFO #2408 — \$26,190 grant from the U.S. Health Resources and Services Administration to the Department of Health. These grant funds will be used to support the recruitment and retention of primary care providers via a subgrant to the Vermont State Primary Care Offices (PCO). This grant is a competitive award under the American Recovery and Reinvestment Act (ARRA) and expedited approval of this item has been requested. The Joint Fiscal Committee members will be contacted within two weeks with a request to waive the statutory review period and accept this item.

[JFO received 11/09/09]

JFO #2409 — \$217,504 grant from the U.S. Department of Justice to the Center for Crime Victim Services. These funds will be distributed to the Vermont Network Against Domestic and Sexual Violence for direct services to victims of sexual assault.

[JFO received 11/09/09]

JFO #2410 — \$695,147 grant from the U.S. Department of Justice to the Center for Crime Victim Services. These funds will be used to aid adult and child victims of domestic violence and sexual assault, etc., by expanding safety and support services in five of Vermont's rural. [JFO received 11/09/09]

JFO #2411 — \$71,216 grant from the U.S. Department of Justice to the Center for Crime Victim Services. These funds will be used for outreach and education about services available to crime victims. The focus of this outreach will be underserved populations from diverse cultural backgrounds who may not speak English.

[JFO received 11/09/09]

PHONE: (802) 828-2295

FAX: (802) 828-2483

JFO #2412 — \$1,000,000 grant from the U.S. Department of Justice to the Department of Public Safety. These funds will be used to support the work of the Vermont Drug Task Force to disrupt the flow of illegal drugs into Vermont.

[JFO received 11/09/09]

JFO #2413 — \$96,477 grant from the U.S. Department of Labor to the Vermont Department of Labor. These funds will be used to fund necessary IT upgrades and staff training for the transition to the new federal apprenticeship program mandates.

[JFO received 11/09/09]

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; <a href="mailto:nlavery@leg.state.vt.us">nlavery@leg.state.vt.us</a>) if you have questions or would like an item held for Joint Fiscal Committee review. Unless we hear from you to the contrary by <a href="Movember 26">November 26</a> we will assume that you agree to consider as final the Governor's acceptance of these requests.

cc: James Reardon, Commissioner
Kevin Dorn, Secretary
Joan Senecal, Commissioner
Judy Rex, Executive Director
Thomas Tremblay, Commissioner
Patricia Moulton Powden, Commissioner



### STATE OF VERMONT JOINT FISCAL OFFICE

### MEMORANDUM

To:

Representative Steven Maier

Senator Douglas Racine

From:

Nathan Lavery, Fiscal Analyst

Date:

November 12, 2009

Subject:

JFO #2408

In accordance with Sec. E.129 of Act 1 of the 2009 Special Session, Representative Michael Obuchowski asked that I forward to you a copy of the enclosed American Recovery and Reinvestment Act grant materials and cover memo (JFO #2408). He requests your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski Stephen Klein



State of Vermont
Agency of Administration
Office of Economic Stimulus and Recovery
Pavilion Office Building
109 State Street
Montpelier, VT 05609-0201
www.vermont.recovery.gov

[phone] 802-828-1354 [fax] 802-828-3320 Tom Evslin, Chief Recovery Officer

October 15, 2009

To: Joint Fiscal Office

From: Tom Evslin, Chief Recovery Officer

Subject: Request to Expedite ARRA Competive Grant

In light of the ARRA goal and expressed intent of the Vermont legislature and the Governor that stimulus money be put to work as quickly as possible to help alleviate unemployment and stimulate the economy, I am requesting expedited consideration by the Joint Fiscal Committee of this competitive grant. Moreover, the sooner this grant is approved, the sooner Vermonters will benefit by the expansion of the National Health Services Corps which it funds.

Thank you for your consideration.

RECEIVED

NOV 09 2009

JOINT FISCAL OFFICE



ARRA ACTIVITY ACC	EPTANCÉ REQI	UEST: 🛛 🔀 A	RRA Competiti	ve Grant	U Other ARI	KA Activity				
			(Alternate Form	AA-1)	(Not subject to	AA-1 Process)				
Revision?  Yes	Revision Date	:			_					
INSTRUCTIONS: T	his form must b	e completed in	its entirety and is	required for:	CRITEKID	B: ~60				
1	) acceptance of	all ARRA Discr	etionary Grants,	and						
2	) PRIOR to rece	eipt of all ARRA	Formula/Block	Grants, and						
3	) PRIOR to rece	eipts of all ARR	A funding for Inc	lividual Entitl	ement Programs.					
NOTE: Incomplete for			<u> </u>	The second of the second of the second	The state of	<u> </u>				
BASIC ARRA INFORM										
1. Agency (ARRA-F): AHS	<u> </u>	2 Departme	nt (ARRA-F): Health	03420	3. <b>DUNS</b> # (ARRA	i-C): 80-937-				
					6155	· · · · · · · · · · · · · · · · · · ·				
4. Office Location:		own: Burlington		County: Chi						
5. ARRA Activity (ARRA			Face	0. ARKA CE	ode (ARRA 2-1): E09					
7. Legal Title of Grant:				O CEDA #	ADD 4 'EV 02' 41.4	·				
8. Federal Agency Awa			<del></del>	9. CFDA # (	ARRA-E): 93.414					
10. Federal Funding Ag	gency's US Trea	sury Account S	ymbol (TAS):	(if provided by	the federal funding age	ency)				
11. Federal (or VT) Fu	nding Agency (A	DD 4 AVA	Resources and Servi		12. Award Date					
		Admini	stration	14 Check if	this amount is an					
13. Award Amount \$26		9/30/2009	To:	9/29/		estimate:				
16. Date by which ARR	<del></del>		ted by Date: 9/29/		Spent by Date	:				
17. Purpose of Grant/A										
			vard of \$26,190 fr	om HRSA for	the expansion of the	he National				
Health Services	Corps in Vermor	nt. These funds w	vill be used to supp	oort a subgrant	to the Bi-State Pri	mary Care				
Association to ca	arry out recruitm	ent and retention	activities. The con	nsultant named	l in the grant applic	cation attached				
					ed a biographical	sketch of the				
L			grant application as	nd award docu	ment attached.)					
18. Area that will Benefit 19. Impact on existing I				· · · · · · · · · · · · · · · · · · ·						
	nogram n gran	t is not Accepted	u.	·		•				
	TION (Note the to	None								
Column Reference	20. BUDGET INFORMATION (Note the total of columns A+B+C must equal the total of columns D+E+F)									
	Α	otal of columns A+	B+C must equal the	total of column	ns D+E+F)	F				
·			→	D		·				
	←St	B ate Fiscal Year-	C > SFY 2011 &	D	E Federal Fiscal Year					
Fiscal Year		В	→	D	E	·				
Expenditures:	←Str	B ate Fiscal Year SFY 2010	C →→ SFY 2011 & Beyond	D ←———FFY 2009	E Federal Fiscal Year FFY 2010	SFY 2011 & Beyond				
Expenditures: Personnel Costs	←St: SFY 2009	B ate Fiscal Year SFY 2010	C → SFY 2011 & Beyond	D ←	E Federal Fiscal Year FFY 2010	——→ SFY 2011 & Beyond				
Expenditures: Personnel Costs  3rd Party Contracts	←———Str     SFY 2009      \$     \$     \$	B ate Fiscal Year SFY 2010	C → SFY 2011 & Beyond \$	D ←———FFY 2009	E Federal Fiscal Year FFY 2010 \$ \$	——→ SFY 2011 & Beyond  \$				
Expenditures: Personnel Costs	←St: SFY 2009	B ate Fiscal Year— SFY 2010 \$	C → SFY 2011 & Beyond	FFY 2009  \$	E Federal Fiscal Year FFY 2010	——→ SFY 2011 & Beyond				
Expenditures: Personnel Costs  3rd Party Contracts Operating Expenses	←—————————————————————————————————	B ate Fiscal Year	C	FFY 2009  \$ \$ \$	E Federal Fiscal Year FFY 2010 \$ \$	SFY 2011 & Beyond  \$ \$ \$ \$ \$				
Expenditures: Personnel Costs  3rd Party Contracts Operating Expenses Grants/Sub-Awards Total Expenditures	← Str SFY 2009 \$	B ate Fiscal Year— SFY 2010  \$ \$ \$ \$ \$ \$ \$ \$ \$26,190	C	FFY 2009  \$ \$ \$ \$ \$ \$ \$26,190	E Federal Fiscal Year FFY 2010  \$ \$ \$ \$ \$	SFY 2011 & Beyond  \$ \$ \$ \$ \$ \$ \$				
Expenditures: Personnel Costs  3rd Party Contracts Operating Expenses Grants/Sub-Awards	←—————————————————————————————————	B ate Fiscal Year SFY 2010  \$ \$ \$ \$ \$ \$26,190 \$26,190	C → → SFY 2011 & Beyond S S S S S S S S S S S S S S S S S S S	FFY 2009  \$ \$ \$ \$ \$26,190 \$26,190	E Federal Fiscal Year FFY 2010  \$ \$ \$ \$ \$ \$	SFY 2011 & Beyond  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$				
Expenditures: Personnel Costs  3rd Party Contracts Operating Expenses Grants/Sub-Awards Total Expenditures  Revenues: State Funds: Cash	←—————————————————————————————————	B ate Fiscal Year  SFY 2010  \$ \$ \$ \$ \$ \$ \$26,190 \$26,190	C	FFY 2009  \$ \$ \$ \$ \$26,190 \$26,190	E Federal Fiscal Year FFY 2010  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	SFY 2011 & Beyond  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$				
Expenditures: Personnel Costs  3rd Party Contracts Operating Expenses Grants/Sub-Awards Total Expenditures  Revenues: State Funds:	←—————————————————————————————————	B ate Fiscal Year  SFY 2010  \$ \$ \$ \$ \$ \$26,190 \$26,190	C → → SFY 2011 & Beyond S S S S S S S S S S S S S S S S S S S	FFY 2009  \$ \$ \$ \$ \$26,190 \$26,190	E Federal Fiscal Year FFY 2010  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	SFY 2011 & Beyond  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$				
Expenditures: Personnel Costs  3rd Party Contracts Operating Expenses Grants/Sub-Awards Total Expenditures  Revenues: State Funds: Cash In-Kind ARRA Federal Funds:	←—————————————————————————————————	B ate Fiscal Year  SFY 2010  \$ \$ \$ \$ \$ \$26,190 \$26,190 \$ \$ \$ \$ \$ \$	C	FFY 2009  \$ \$ \$ \$26,190 \$26,190 \$ \$ \$	E Federal Fiscal Year FFY 2010  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	SFY 2011 & Beyond  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$				
Expenditures: Personnel Costs  3rd Party Contracts Operating Expenses Grants/Sub-Awards Total Expenditures  Revenues: State Funds: Cash In-Kind  ARRA Federal Funds: (Direct Costs)		B ate Fiscal Year  SFY 2010  \$ \$ \$ \$ \$ \$26,190  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	C	FFY 2009  \$ \$ \$ \$ \$26,190  \$26,190  \$26,190	E Federal Fiscal Year FFY 2010  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	SFY 2011 & Beyond  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$				
Expenditures: Personnel Costs  3rd Party Contracts Operating Expenses Grants/Sub-Awards  Total Expenditures  Revenues: State Funds: Cash In-Kind  ARRA Federal Funds: (Direct Costs) (Statewide Indirect)		B ate Fiscal Year  SFY 2010  \$ \$ \$ \$ \$ \$26,190  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	C	FFY 2009  \$ \$ \$ \$ \$26,190  \$26,190  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	E Federal Fiscal Year FFY 2010  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	SFY 2011 & Beyond  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$				
Expenditures: Personnel Costs  3rd Party Contracts Operating Expenses Grants/Sub-Awards Total Expenditures  Revenues: State Funds: Cash In-Kind  ARRA Federal Funds: (Direct Costs)		B ate Fiscal Year  SFY 2010  \$ \$ \$ \$ \$ \$26,190  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	C	FFY 2009  \$ \$ \$ \$ \$26,190  \$26,190  \$26,190	E Federal Fiscal Year FFY 2010  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	SFY 2011 & Beyond  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$				

<u></u>	_ \		<u> </u>	<u>)                                      </u>	<u> </u>	Form ESR-2
(Other Federal)	\$	\$	\$	\$	\$	\$
(list source)	\$	\$	\$	\$	\$	\$
Total Revenues	\$	\$26,190	\$	\$26,190		\$
Comments about expenditu	ires or revenue	s may be made in th	ne space provid	<u> </u>		
		<u> </u>				<del></del>
21. VISION Tracking Inform	mation:					
DeptID/Appropriation:	Otl	her VISION Chartfi		Total	Cc	omments
	(fund	ds, programs or proj	ects)	Amount		
	· · · · · · · · · · · · · · · · · · ·			(all FYs)	Erronditures	will be identified by
3420010000	VISION Progr	ram Code 39530		\$26,190	VDH grant nu	
0420010000	VICIOIT	anii oogo oosoo		\$	V 1011 Brunn	mioci.
		· · · · · · · · · · · · · · · · · · ·		\$		<u> </u>
				\$		
·		· · · · · · · · · · · · · · · · · · ·		\$	- 134	
		••	Total	\$26,190	total of Item 10	IST agree with the 0, columns A+B+C
PERSONAL SERVICE INF	OBSTATION:		10tai	Φ20, ιου	above	
*** **********************************					<del></del>	
22. Will monies from this gra If "Yes", appointing authority						
II Yes, appoining aumority	must unuar nere	) to maicate ment to r	follow current oc	mpetitive order	ng process/poin	cy.
Appointing Authority Nam	e: Agre	eed by:	(initial)			
	•	# Existing	Est. Annu		Positions	Est. Annual
22 C. Davidson Informatio	Tt4la(e).	Positions	Regular Ho	ours   Crea	ited (New)	Regular Hours
23. State Position Informatio	n and Tiue(s).	Retained			<del>'</del> +	<u> </u>
None						
				1		
			<del></del>	<del>-   .  </del>		
	T / T Davidion	<del></del>	·			<del></del>
	Total Positions		'-(-) listed			
24. Is the appropriate Positio	<u> </u>	_				•
	YES – Form	n attached or	<b>◯</b> No ne	ew positions ci	reated	
25. Equipment and space f these positions:	or 🔲 Is	presently available.	Can be ob	tained w/avail	able funds.	
26. Does this qualify as "In	ıfrastructure"	?? Yes No	0	If Yes c	complete next	line:
27. Infrastructure Rationa	le (select one)	(ARRA 2-06):	1			
1. To Preserve & create job						
2. To assist those most imp						
3. To provide investment n						
<ul><li>4.  To invest in transportation</li><li>5.  To stabilize State &amp; location</li></ul>						
counterproductive state & local		idgets, in order to man	Illilize & avoid i	eductions in con	Sential services	&
28. AUTHORIZATION AGE		CMENT SIGNATUR	PTC			
/we certify that no funds beyond b		Activity Manager:				Date:
application preparation and filing o	costs	Z)~ K	Jula -		. •	Sort Who
have been expended or committed	in Name: T	Tracy Dolan		Title: Dire	ector of Public Healt	th Dlanning
anticipation of Joint Fiscal Commi	ttee	<i>^</i>	·	I III.	CIOI ULL GOIL LICAL	in Planning
approval of this grant, unless previ- notification was made on Form AA		ent Head:	1	, Co.	mnissione	Date:
(if applicable). I/we further certify	that	Kuturel Hen	LUA LL	saly 89	theappy	9/24/07
these funds will be used only in	Name. V	Wendy Davis, MD	7/7	Title Con	nmisioner, Departm	ent of Health

		Form ESR-					
accordance with the federal America. Recovery & Reinvestment Act and all federal and state rules and regulations	Agency Secretary (if required);	Date: 9/30/09					
pertaining thereto:	Name: PATRICK FLOOD	Title: BEBUTY SECRETARY					
29. REVIEW BY FINANCE & MAI	NAGEMENT (continue on separate sheet if necessa						
☐ √To Release Spending Authority in VISION:	FY 20 <u>10</u> \$ 26,190	itation(s): RRA (ESRZ) Competitive grant					
Analyst   M Date: 10/	21/09 Commissioner F & Management	inance Date:					
For ESR Use Only:  Assigned Director's Sign		15/15/09					
* * * Section 30 through 33 are required ONLY when Form ESR-2 is used in lieu of Form AA-1 * * *							
30. SECRETARY OF ADMINISTR	ATION						
Check One Box: (Secretary's Accepted	signature or designee) Ton Rell	Date/ 10/21/05					
☐ Rejected		Date:					
31. ACTION BY GOVERNOR							
Check One Box: (Governor's Request to JFO	signature of sesygnes	Date: (3/09					
Rejected		Date: ' '					
32. SENT TO JFO	<u> </u>						
Sent to JFO		Date:					
	* * * Section 33 is a required section *						
33. ARRA FORM ESR-2 DOCUME	NTATION CHECK LIST (check all that apply):						
☐ Notice of Award or Proof of Award (REQUIRED) ☐ Request Memo ☐ Grant Agreement	Covernor's Certification (If applicable)	ant (Project) Timeline (if applicable) equest for Extension (if applicable) rm AA-1PN attached (if applicable)					

UBPROGRAM

N/A

1. DATE ISSUED: 2. PROGRAM CFDA: 93.414 09/11/2009 • DEPARTMENT OF HEALTH AND HUMAN SERVICES HEALTH RESOURCES AND SERVICES ADMINISTRATION 3. SUPERCEDES AWARD NOTICE dated: 4a. AWARD NO .: 4b. GRANT NO.: | 5. FORMER GRANT NO.: 1 U6AHP16592-01-00 | U6AHP16592 6. PROJECT PERIOD: NOTICE OF GRANT AWARD FROM: 09/30/2009 THROUGH: 09/29/2012 AUTHORIZATION (Legislation/Regulation) American Recovery and Reinvestment Act of 2009 7. BUDGET PERIOD: FROM: 09/30/2009 THROUGH: 09/29/2010 8. TITLE OF PROJECT (OR PROGRAM); ARRA - State Primary Care Offices 9. GRANTEE NAME AND ADDRESS: 18. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) VERMONT STATE DEPARTMENT OF HEALTH Tracy Dolan 108 Cherry St VERMONT STATE DEPARTMENT OF HEALTH Burlington, VT 05401-4295 108 Cherry Street Burlington , VT 05401-4295 11. APPROVED BUDGET: (Excludes Direct Assistance) 12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE Authorized Financial Assistance This Period \$ 26,190.00 DXI Grant Funds Only [] Total project costs including grant funds and all other financial b. Less Unobligated Balance from Prior Budget Periods participation i. Additional Authority \$ 0.00 ii. Offset \$ 0.00 a. Salaries and Wages: \$ 0.00 c. Unawarded Balance of Current Year's Funds \$ 0.00 b. Fringe Benefits: \$ 0.00 d. Less Cumulative Prior Award(s) This Budget \$ 0.00 c. Total Personnel Costs: \$ 0.00 d. Consultant Costs: 00.0 e. AMOUNT OF FINANCIAL ASSISTANCE THIS \$ 26,190.00 ACTION e. Eguipment: \$ 0.00 f. Supplies: \$ 0.00 13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project) \$ 0.00 g. Travel: h. Construction/Alteration and Renovation: \$ 0.00 TOTALECTOSTS: \$ 26,190.00 02 \$ 26,190.0D i. Other: j. Consortium/Contractual Costs: 63 \$ 26,190.00 \$ 0.00 k. Trainee Related Expenses: \$ 0.00 14. APPROVED DIRECT ASSISTANCE BUDGET: (In Heu of cash) I. Trainee Stipends: \$ 0.00 Amount of Direct Assistance \$ 0.00 m. Trainee Tuition and Fees: \$ 0.00 b. Loss Unawarded Balance of Current Year's \$ 0.00 n. Traince Travel: \$ 0.00 **Funds** o, TOTAL DIRECT COSTS: \$ 26,199.00 c. Less Cumulative Prior Awards(s) This Budget \$ 0.00 p. INDIRECT COSTS: (Rate: % of S&W/TADC) \$ 0.00 d. AMOUNT OF DIRECT ASSISTANCE THIS \$ 0.00 g. TOTAL APPROVED BUDGET: \$ 28,190.00 ACTION i. Less Non-Federal Resources: \$ 0.00 #. Federal Share: \$ 26,190.00 15, PROGRAM INCOME SUBJECT TO 45 CFR Part 74.24 OR 45 CFR 92.25 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING AI TERNATIVES: A=Addition B=Deduction C=Cost Sharing or Matching D=Other. [A] Estimated Program Income: \$ 0.00 16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:

6. The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including forms and conditions, if any, noted below under REMANS. d. 45 CFR Part 74 or 45 CFR Part 82 as applic

avent there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall proved. Acceptance of the grant terms and conditions in acknowledged by the grantee when hands use already. REMARKS: (Other Terms and Conditions Attached [X] Yes [] No ) Tracy Dolan, Project Manager, will oversee the project and will be donating 5% of in-kind support towards the accomplishments of the proposed goals and objectives of the grant. Electronically signed by Theda Duvall, Grants Management Officer on: 09/11/2009 18. CRS-EIN: 1036000274A8 19. FUTURE RECOMMENDED FUNDING: 17. OBJ. CLASS: 41.45

**GFDA** 

93 414

DOCUMENTINOS

U6AHP16592RP

MISENZASST

\$ 26,190.00

AMT DIR ASST

\$ 0.00

FY CAN

09-3766990

### **BUDGET INFORMATION - Non-Construction Programs**

### SECTION A - BUDGET SUMMARY

	Grant Program Function or	Catalog of Federal Domestic Assistance	Γ	Estimated Unobl	iga	igated Funds		Ne	w or Revised Budget	
	Activity (a)	Number (b)		Federal (c)		Non-Federal (d)	 Federal (e)		Non-Federal (f)	Total (g)
1.	Supporting NHSC Expansion	93.414	\$	0.00	\$	\$ 0.00	\$ 26,190.00	\$	0.00	\$ 26,190.00
					19.42.4					
2.										
3.										
						•				
4.										
5.	Totals		\$		\$	\$	\$ 26,190.00	\$		\$ 26,190.00

Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 1

### **SECTION B - BUDGET CATEGORIES**

6. Object Class Categories				GRANT PROGRAM, F	UN	ICTION OR ACTIVITY			Γ	Total
	(1)		(2)		(3)		(4)			(5)
		Supporting NHSC Expansion		N/A						
			7 5			·				·
		·								۱ آ
a. Personnel	\$		\$		\$		\$		\$[	
b. Fringe Benefits									] [	
c. Travel									] [	
d. Equipment										
e. Supplies									] [	
f. Contractual										
g. Construction						·		·	] [	
h. Other				26,190.00					]	26,190.00
i. Total Direct Charges (sum of 6a-6h)				26,190.00					\$	26,190.00
j. Indirect Charges					]				\$	
k. TOTALS (sum of 6i and 6j)	\$		\$	26,190.00	\$		\$		\$	26,190.00
	Т	· · · · · · · · · · · · · · · · · · ·	T-		Т-	· · · · · · · · · · · · · · · · · · ·	Т-		Т	
7. Program income	\$		\$		] \$		\$		] \$	

**Authorized for Local Reproduction** 

Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 1A

		SECTION	•	NON-FEDERAL RESO	UKL	<u> </u>				
	(a) Grant Program	·		(b) Applicant		(c) State	(	(d) Other Sources		(e)TOTALS
8.			\$		\$		\$		\$[	
9.									[	
10.									[	
11.									[	<u></u>
12. TOTAL (sun	n of lines 8-11)		\$		\$		\$		\$ [	
	·		D -	FORECASTED CASH	NEI		<del>,</del>		·	41.6
		Total for 1st Year		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter
13. Federal		\$ 26,190.00	\$ 	26,190.00	\$		1 YL		-	
14. Non-Federa		\$	<u> </u>	0.00		0.00	<u>                                     </u>	0.00	<u> </u>	0.00
15. TOTAL (sun	n of lines 13 and 14)	\$ 26,190.00	\$	26,190.00	\$[	0.00	\$	0.00	\$	0.00
		Towns to the second sec					<del></del>			
	SECTION E - BUD	GET ESTIMATES OF FE	DE	RAL FUNDS NEEDED	FOI					
	SECTION E - BUD (a) Grant Program	GET ESTIMATES OF FE	DE		FOI	FUTURE FUNDING		RIODS (YEARS)	— —	
	(a) Grant Program	GET ESTIMATES OF FE	DE	(b)First		FUTURE FUNDING (c) Second	PE	ERIODS (YEARS) (d) Third	 	(e) Fourth
16. Supporting		GET ESTIMATES OF FE	DE \$			FUTURE FUNDING	PE	ERIODS (YEARS) (d) Third	]\$[	(e) Fourth 0.00
16. Supporting 1	(a) Grant Program	GET ESTIMATES OF FE		(b)First		FUTURE FUNDING (c) Second	PE	ERIODS (YEARS) (d) Third	<b>           </b>	
10.	(a) Grant Program	GET ESTIMATES OF FE		(b)First		FUTURE FUNDING (c) Second	PE	ERIODS (YEARS) (d) Third	\$[	
17.	(a) Grant Program	GET ESTIMATES OF FE		(b)First		FUTURE FUNDING (c) Second	PE	ERIODS (YEARS) (d) Third	\$[	
17.	(a) Grant Program	GET ESTIMATES OF FE		(b)First	] [	FUTURE FUNDING (c) Second		ERIODS (YEARS) (d) Third  26,190.00		0.00
17.	(a) Grant Program		\$	(b)First	]	FUTURE FUNDING (c) Second 26,190.00		ERIODS (YEARS) (d) Third  26,190.00		0.00
17.	(a) Grant Program  NHSC Expansion  m of lines 16 - 19)		\$	(b)First  26,190.00	\$[   \$[   ] [   \$[   RMA	FUTURE FUNDING (c) Second  26,190.00  26,190.00  ATION		ERIODS (YEARS) (d) Third  26,190.00		0.00

### Workforce Development for the NHSC and Safety Net/Health Center Community

### **PROGRAM NARRATIVE**

#### INTRODUCTION

The purpose of this funding initiative is to assist the Vermont State Primary Care Offices (PCO) in the coordination of activities as it relates to the delivery of primary care services and the recruitment and retention of critical health care providers as a result of the National Health Services Corp (NHSC) initiative under the American Recovery & Reinvestment Act. The funds will be used to strengthen the primary care workforce administered through the NHSC to support activities in order to meet the demand to recruit new clinicians into the NHSC program and facility and matching them to eligible sites.

Currently, there are more than 50 existing primary care provider vacancies statewide, representing provider shortages for an estimated 82,000 Vermonters. There is need for the Primary Care Office to assist health centers in understanding the NHSC recruitment and retention application processes as new opportunities arising for loan repayment, and for the Recruitment Center to supply health centers with Health Professional Shortage Area information and other relevant data to ease the burden of this application submission.

#### **WORK PLAN**

Activity	Outcome	Target	Person	Evaluation Plan
		Due	Responsible	
		Date(s)		·
1. Objective: Increase number	er of NHSC site recru	uitment and	retention appli	ications reviewed by
the PCO				
Review, analyze, and	Provided feedback	9/29/10	Consultant	NHSC applications
comment on NHSC	to sites on any			approved by PCO.
applications that are	missing or			
submitted to both the PCA	incomplete data			*
and PCO office by eligible	submitted.			
sites.				
Schedule monthly meetings	Reviewed new	On-going	Consultant	Meeting notes.
with the PCO	applications and			
	sites.			
2. Objective: Increase number	er of organizations/co	mmunities	who received to	echnical or
community development assi	stance.			
Facilitate the development	Eight eligible site	9/29/10	Consultant	Vacancy log
and posting of site and	vacancies posted.			captured data.
NHSC job opportunities.				
Provide technical assistance	Linked ten practice	9/29/10	Consultant	Five of these ten
to health centers including	sites with NHSC			sites completed

Activity	Outcome	Target	Person	<b>Evaluation Plan</b>
		Due	Responsible	
		Date(s)		
mental and oral health	information to	-		NHSC recruitment
practices to help them	support their			and retention
interpret and understand	ability to attract	·		assistance
NHSC program	and retain qualified			applications and
requirements.	clinicians.			were approved for
				NHSC assistance.
Assist undesignated Rural	Three Rural Health	9/29/10	Consultant	Sites listed on HPSA
Health Clinics with obtaining	Clinics obtained	,	•	website as "facility
"facility HPSA" designation	"facility HPSA"			HPSAs".
in order to become eligible	status.			
for NHSC recruitment and				
retention assistance.	Dantining 4 - 3 to 4 -	9/29/10	C144	N. f. a. deline a
Maintain communication with NHSC Recruitment and	Participated in ten Bureau of	9/29/10	Consultant	Meeting
Retention Assistance Branch	Clinician			notes/minutes.
to keep current on issues	Recruitment and		·	·
affecting NHSC programs.	Retention Services		·	
affecting 14115C programs.	conference calls.			
Develop and maintain a	Maintain	On-going	Consultant	Information entered
spreadsheet listing NHSC	spreadsheet.	on going	Constituit	on spreadsheet.
site approval dates, renewal			·	on spreadsmoon
dates, HPSA scores and	<u>.</u>			
number of clinicians				
requiring NHSC loan				
repayment at respective				·
health center.	·			
Participation in the Rural	Enhanced	Fall 2012	Consultant	Summary of
Recruitment & Retention	knowledge of		·	outcomes of
Network Annual meeting.	NHSC program	·	·	meeting.
	through			
	networking with	;		
·	other states.			
3. Objective: Increase outrea	_	rformed in 1	relation to recri	uitment and
retention as it relates to NHS		2/20/40		D) 0.1
Provide technical assistance	Linked ten	9/29/10	Consultant	Five of these ten
to prospective clinicians	clinicians with			clinicians completed
include minority and	NHSC information	: :		NHSC applications.
underserved populations (i.e.	to assist them in			
Migrant Farm Worker and	finding NHSC			
Refugee Settlement	eligible positions.			
Programs) to help them		i		
interpret and understand	_ <u></u> _1	<u> </u>		

Activity	Outcome	Target Due	Person	Evaluation Plan
		Date(s)	Responsible	
NHSC program requirements and complete NHSC applications.				
Consult with health centers via site visit to identify NHSC needs for recruitment and retention assistance and to provide updates on NHSC programs.	Visited five health centers.	9/29/10	Consultant	Health center visits logged.
Post health center clinical vacancies on the National Health Service Corps and Rural Recruitment & Retention Network website.	Posted ten vacancies eligible for NHSC assistance on websites.	9/29/10	Consultant	Vacancies entered on websites.
Prepare and maintain information documents on NHSC programs to distribute to prospective clinicians.	Sent 20 NHSC information packets to prospective candidates.	9/29/10	Consultant	Logged in Practice Sites database.
Create and place ad in regional magazine to promote NHSC program.	Placed advertisement in the New England Journal of Medicine.	Fall 2009	Consultant	Advertisement reviewed.
Developed and maintain social networking website to promote NHSC program.	WebPages completed and posted on Face book and Linked- In websites.	Winter 2010	Consultant	Review of websites.
Facilitate the VT Clinician & Recruitment Symposium to include behavioral health sites.	Increased behavioral health site knowledge of NHSC.	Fall 2011	Consultant	Participant registration.
4. Monitor and evaluate work Develop quarterly reports as per HRSA and ARRA requirements.	Reports are submitted on quarterly basis.	e PCO Supp Quarterly	olemental Gran Consultant	Confirmation of receipt of quarterly reports by PCO.

### STAFFING PLAN AND PERSONNEL REQUIREMENTS

Consultant time (0.30 FTE) is being requested to increase the number of National Health Service Corp (NHSC) site recruitment and retention applications reviewed by the PCO; increase number of organizations/communities who received technical or community development assistance and to increase outreach activities/tasks performed in relation to recruitment and retention as it relates to NHSC. A prospective consultant has been identified and is described in the biographical sketch attached. The consultant will report to Tracy Dolan, acting Director for the Primary Care Office.

HRSA 09-277 Submitted by Vermont Department of Health

### **Biographical Sketch**

The prospective consultant, Tammy McKenzie, spends time establishing and maintaining relationships with Vermont organizations to support the development and implementation of strategies to address health professional workforce shortages in the state. In addition to a B.S. in Human Services from Springfield College in Wilmington, DE, Ms. McKenzie's qualifications include more than ten years of prior experience in workforce and human resources experience including nurse recruitment in both for-profit and non-profit settings as well as prior experience collaborating with all levels of management to assess, plan, evaluate and implement comprehensive and competitive recruitment and retention programs. Additionally, Ms. McKenzie serves as a NHSC Community-based Ambassador to provide support for clinicians with an interest or dedication to improving the health of the Nation's underserved.

• •

### HRSA-09-277 - Budget Narrative

### Workforce Development for the NHSC and Safety Net/Health Center Community

a.	Personnel	0.00
b.	Fringe Benefits	\$0.00
ε.	Travel	\$0.00
d.	Equipment	\$0.00
e.	Supplies	\$0.00
f.	Contractual	\$0.00
g.	Construction	\$0.00
h.	Other	\$26, 190.00

A consultant will provide services to support NHSC expansion through recruitment and retention activities including extensive site support, marketing NHSC opportunities at conferences, and developing materials to promote the program within and outside of Vermont.

i.	Total Direct Charges	\$26, 190.00
j.	<b>Indirect Charges</b>	\$ 0.00
k.	Totals	\$26,190.00





State of Vermont
Agency of Administration
Office of Economic Stimulus and Recovery
Pavilion Office Building
109 State Street
Montpelier, VT 05609-0201
www.vermont.recovery.gov

[phone] 802-828-1354 [fax] 802-828-3320 Tom Evslin, Chief Recovery Officer

October 15, 2009

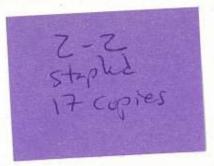
To: Joint Fiscal Office

From: Tom Evslin, Chief Recovery Officer

Subject: Request to Expedite ARRA Competive Grant

In light of the ARRA goal and expressed intent of the Vermont legislature and the Governor that stimulus money be put to work as quickly as possible to help alleviate unemployment and stimulate the economy, I am requesting expedited consideration by the Joint Fiscal Committee of this competitive grant. Moreover, the sooner this grant is approved, the sooner Vermonters will benefit by the expansion of the National Health Services Corps which it funds.

Thank you for your consideration.



RECEIVED

NOV 0 9 2009

JOINT FISCAL OFFICE



ARRA ACTIVITY ACC	CEPTANCÉ REQ	UEST:	ARRA Competit	ive Grant	Other AR	RA Activity
			(Alternate Form	AA-1)	(Not subject to	AA-1 Process)
Revision?  Yes	Revision Dat	e:		•		
INSTRUCTIONS:	This form must	be completed in	its entirety and i	s required for	· ORTON	XO 1 4/40
		<del>-</del>	retionary Grants,	-	GK INC.	DB: ~60
			A Formula/Block			
		=	RA funding for In	· .	lomont Drograms	
NOTE: Incomplete		· · ·				
BASIC ARRA INFORM		urneu to uepart	ments and will resi	uit in the deray	or sheuding anthe	ority release.
	•				3. <b>DUNS</b> # (ARR	A C) 80 037
1. Agency (ARRA-F): AH	S	2. Departm	ent (ARRA-F): Health	n 03420	6155	A-C). 00-237-
4. Office Location:	City/	town: Burlingto	n	County: Ch		
5. ARRA Activity (ARR.	A 1-01): ARRA Pr	imary Care		6. ARRA C	ode (ARRA 2-1): E09	)
7. Legal Title of Grant			ffices			
8. Federal Agency Awa	ard # (ARRA-B):	1 U6AHP16592	-01	9. CFDA #	(ARRA-E): 93.414	
10. Federal Funding A	gency's US Tre	asury Account	Symbol (TAS):	(if provided by	the federal funding ag	rency)
11. Federal (or VT) Fu	nding Agency (A		Resources and Serv	rices	12. Award Date	
		Admir	nistration	144 67 3 3	1	
13. Award Amount \$2	<del></del>	9/30/2009	To:		f this amount is an	n estimate:
15. Grant Period (ARRA 16. Date by which ARI			ted by Date: 9/29		/2012 Spent by Date	
17. Purpose of Grant/A			ited by Date. 3/23/	2010 and/or	Spent by Date	E
	•	• •	ward of \$26,190 fi	rom HRSA for	the evnancion of	the National
			will be used to sup			
			n activities. The co			
			ally named becaus			
			grant application a		ment attached.)	· .
18. Area that will Bene						
19. Impact on existing	program if gran	it is not Accepte	ed:	•		. •
None None	TECATION A	-1.1.C.1	1 D 1 C 1 1 1		<b>T</b> ( <b>T</b> ) <b>T</b> )	
20. BUDGET INFORMA				e total of colum	ns D+E+F)	
Column Reference		B ate Fiscal Year	<u> </u>	D ←	<u>E</u> Federal Fiscal Yea	F
	\St	ate Fiscal 1 ear-	SFY 2011 &		Federal Fiscal Yea	SFY 2011 &
Fiscal Year	SFY 2009	SFY 2010	Beyond	FFY 2009	FFY 2010	Beyond
Expenditures:	·					
Personnel Costs	\$	\$	\$	\$	\$	\$
3 <sup>rd</sup> Party Contracts	\$	\$	\$	\$	\$	\$
Operating Expenses	\$	\$	\$	\$	\$	\$
Grants/Sub-Awards	\$	\$26,190	\$	\$26,190	\$	\$
Total Expenditures	\$	\$26,190	\$	\$26,190	\$	\$
Revenues:						
State Funds:	\$	\$	\$	\$	\$	\$
Cash In-Kind	\$ \$	<b>\$</b>	\$ \$	\$ \$	\$ \$	\$
						\$
ARRA Federal Funds:	\$	\$ \$26,100	\$	\$ \$26,100	\$	\$
(Direct Costs) (Statewide Indirect)	\$ \$	\$26,190 \$	\$ \$	\$26,190 \$	\$ \$	<b>\$</b>
(Dept'l Indirect)	\$	\$	\$	\$	\$ \$	\$
Sub-total ARRA Funds	\$	\$26,190	\$	\$26,190	\$	\$

				<u>)                                      </u>		Form ESR-2
(Other Federal)	\$	\$	\$	\$	\$	\$
(list source)	\$	\$	\$	\$	\$	\$
Total Revenues	\$	\$26,190	\$	\$26,190	\$	\$
Comments about expendit	ures or revenues	may be made in th	e space provid	led below:		
				•		•
			<del></del>			
21. VISION Tracking Info		VICION Ob 45		<del></del>	<del></del>	
DeptID/Appropriation:		er VISION Chartfi		Total	C	comments
	(Turiu	s, programs or proj	ecis)	Amount (all FYs)		
•		· · · · · · · · · · · · · · · · · · ·	·	(dirits)	Expenditures	s will be identified by
3420010000	VISION Progra	am Code 39530		\$26,190	VDH grant r	
				\$		·
	•			\$		
				\$		
	<u> </u>		•	\$		
		**	· .			UST agree with the 10, columns A+B+C
<u> </u>			Total	\$26,190	above	TO, COIGITIES ATDTC
PERSONAL SERVICE IN	FORMATION					
22. Will monies from this gr	ant be used to fu	nd one or more Per	sonal Service C	Contracts?	Yes X No	
If "Yes", appointing authority	must initial here	to indicate intent to f	ollow current co	ompetitive biddi	ng process/pol	licv
	*			•	<i>3</i> 1	
Appointing Authority Nar	ne: Agre	ed by:	(initial)	•		
		# Existing	Est. Annı	ual #P	ositions	Est. Annual
		Positions	Regular He		ted (New)	Regular Hours
23. State Position Informati	on and Title(s):	Retained				
None		j				
		•	<del></del>			
	•		·			
140						
	T-4:1 D'4'					
	Total Positions	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		1.		
24. Is the appropriate Positi						•
•	<u> </u>	attached or	⊠ No ne	w positions cr	eated	
25. Equipment and space	for le n	resently available.	Can be ob	tained xx/axaile	hlo funda	
these positions:						
26. Does this qualify as "I				If Yes c	omplete next	line:
27. Infrastructure Rationa						
1. To Preserve & create jo						· · · · .
2. To assist those most im						
3. To provide investment	needed to increase	economic efficiency	by spurring tec	hnological adva	nces in science	e & health.
4. To invest in transportation	on, environmenta	protection, & other	infrastructure th	at will provide l	ong-term econ	omic benefits.
5. To stabilize State & loc counterproductive state & local		igets, in order to min	imize & avoid r	eductions in ess	ential services	&
		ATERIC CECIAL ACTION	EC.			
28. AUTHORIZATION AG			ES			
/we certify that no funds beyond application preparation and filing		tivity Manager:	$\cap$ /	• • •		Date:
have been expended or committed	in 📙 🧲	YNS P	m-			2007.2409
inticipation of Joint Fiscal Comm	ittee Name: Ir	acy Dolan		Title: Direc	tor of Public Heal	th Planning
approval of this grant, unless prev		it Head:		Po	naustian	21 Date: /
notification was made on Form A if applicable). I/we further certif		tertun Alem	III Ih	note Con	Hoall	Date: //29/199
hese funds will be used only in	Name. W	endy Davis, MD	my sulf	Title: Com	misioner, Departn	nent of Health

. *-				Form ESR-2
Reco feder	dance with the federal A very & Reinvestment Ac al and state rules and reg	t and all	Agency Secretary (if required);	Date: 9/30/09
perta	ining thereto:		Name: PATRICK FLOOD Title: BEBUTY	SECRETARI
29. F	REVIEW BY FINAN	CE & MA	NAGEMENT (continue on separate sheet if necessary)	-
	√To Release Spend Authority in VISIO		FY 2010 \$ 26,190 Citation(s): RRA	(ESR2) petitivegrant
Analy (initia	77 785	Date: [0]	21/09 Commissioner Finance & Management initial):	Date:
For I	CSR Use Only: Dir	Assigne ector's Sign		15/15/09 Date:
	the same and the s		are required ONLY when Form ESR-2 is used in lieu of	Form AA-1 * * *
30. S	ECRETARY OF AD			
	Check One Box:	(Secretary's	signature or designee) A	Date/ /
	Accepted		a fell	10/21/05
	Rejected			Date:
31. A	CTION BY GOVER	NOR		
Z	Check One Box: Request to JFO	(Governor's	signature of designee)	Date: (2 /09
	Rejected	(-		Date:
32. S	ENT TO JFO		/	
	Sent to JFO			Date:
			* * * Section 33 is a required section * * *	
33. A	RRA FORM ESR-2	DOCUME	NTATION CHECK LIST (check all that apply):	
(REQ	otice of Award or Proof UIRED) quest Memo ant Agreement	of Award	□ Dept. project approval (if applicable) □ Governor's Certification (if applicable) □ Notice of Donation (if any) □ Position Request Form(s) . □ Grant (Project) Timeline (□ Request for Extension (if □ Form AA-1PN attached (in the context of the	applicable)

1. DATE ISSUED: 2. PROGRAM CFDA: 93,414 09/11/2009 • DEPARTMENT OF HEALTH AND HUMAN SERVICES HEALTH RESOURCES AND SERVICES ADMINISTRATION 3. SUPERCEDES AWARD NOTICE dated: 4b. GRANT NO.: 5. FORMER GRANT NO.: 4a. AWARD NO .: 1 U6AHP16592-01-00 U6AHP16592 6. PROJECT PERIOD: NOTICE OF GRANT AWARD FROM: 09/30/2009 THROUGH: 09/29/2012 AUTHORIZATION (Legislation/Regulation) American Recovery and Reinvestment Act of 2009 7. BUDGET PERIOD: FROM: 09/30/2009 THROUGH: 09/29/2010 8. TITLE OF PROJECT (OR PROGRAM): ARRA - State Primary Care Offices 18. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) 9. GRANTEE NAME AND ADDRESS: VERMONT STATE DEPARTMENT OF HEALTH Tracy Dolan VERMONT STATE DEPARTMENT OF HEALTH 108 Cherry St Burlington, VT 05401-4295 108 Cherry Street Burlington, VT 05401-4295 11. APPROVED BUDGET: (Excludes Direct Assistance) 12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE a. Authorized Financial Assistance This Period \$ 26,190.00 [X] Grant Funds Only Total project costs including grant funds and all other financial b. Less Unobligated Balance from Prior Budget Periods participation i. Additional Authority \$ 0.00 ii. Offset \$ 0.00 a. Salaries and Wages: \$ 0.00 Unawarded Balance of Current Year's Funds \$ 0.00 \$ 9.00 b. Fringe Benefits: d. Less Cumulative Prior Award(s) This Budget \$ 0.00 \$ 0.00 c. Total Personnel Costs: \$ 0.00 e. AMOUNT OF FINANCIAL ASSISTANCE THIS \$ 26,190.00 d. Consultant Costs: ACTION e. Equipment: \$ 0.00 \$ 0.00 13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of f. Supplies: funds and satisfactory progress of project) \$ 0.00 a. Travel: h. Construction/Alteration and Renovation: \$ 0.00 NOTANEGIOSIS 82 \$ 26,190.00 \$ 26,190.00 i. Other: j. Consortium/Contractual Costs: 63 \$ 26,190.00 \$ 0.00 k. Trainee Related Expenses: \$ 0.00 14. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash) \$ 0.00 I. Trainee Slipends: Amount of Direct Assistance \$ 0.00 \$ 0.00 m. Trainee Tuilion and Fees: b. Less Unawarded Balance of Current Year's \$ 0.00 \$ 0.00 n. Traince Travel: Funds 0. TOTAL DIRECT COSTS: \$ 25,199.00 c. Less Cumulative Prior Awards(s) This Budget \$ 0.00 p. INDIRECT COSTS: (Rate: % of S&W/TADC) \$ 0.00 d. AMOUNT OF DIRECT ASSISTANCE THIS \$ 0.00 q. TOTAL APPROVED BUDGET: \$ 26,190.00 ACTION \$ 0.00 I, Less Non-Federal Resources: \$ 26,190.00 ii. Federal Share: 15. PROGRAM INCOME SUBJECT TO 45 CFR Part 74.24 OR 45 CFR 92.25 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES: A=Addition B=Deduction C=Cost Sharing or Matching D=Other. [A] Estimated Program Income: \$ 0.00 16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT se, b. The grant program regulation eited above. c. This award notice including terms and con-ensistent policies applicable to the grant, the above order of precedence shall proved. Accept itions, if any, neled below under REMARIKS, ct. 45 CFR Part 74 or 45 CFR Part 92 as appli-ance of the grant terms and conditions is acknowledged by the grantee when bands are draw

AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:

REMARKS: (Other Terms and Conditions Attached [X] Yes [] No )

Tracy Dolan, Project Manager, will oversee the project and will be donating 5% of in-kind support towards the accomplishments of the proposed goals and objectives of the grant.

Electronically signed by Theda Duvall, Grants Management Officer on: 09/11/2009

18. CRS-EIN: 1036000274A8 19. FUTURE RECOMMENDED FUNDING: 17, OBJ. CLASS: 41.45

PY-CAN GEDA DOGUMENT NO: AMILEIN-ASSI. AMI-DIR-ASSI. CODE.  09-3766990 93.414 U6AHP16592RP \$ 26,190.00 \$ 0.00 N/A						
SYCKAN GIDA GODERA GODERA	09-3766990	93,414	U6AHP16592RP	\$ 26,190.00	\$ 0.00	N/A
	FYCGAN	e GFDA	POGUMENT NO.	AMIGHNEASSIR	AMIADIR ASSIT	SUBPROGRAM GODE

### **BUDGET INFORMATION - Non-Construction Programs**

### **SECTION A - BUDGET SUMMARY**

	Grant Program Function or	Catalog of Federal Domestic Assistance	Estimated Unobl	oligated Funds		New or Revised Budget	
	Activity (a)	Number (b)	Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.	Supporting NHSC Expansion	93.414	\$ 0.00	\$ 0.00	\$ 26,190.00	\$ 0.00	\$ 26,190.00
2.			*.				
3.							
4.							_
5.	Totals		\$	\$	\$ 26,190.00	\$	\$ 26,190.00

### **SECTION B - BUDGET CATEGORIES**

6. Object Class Categories		·		GRANT PROGRAM, F	UN	CTION OR ACTIVITY				Total
	(1)	·	(2	7) :	(3)		(4)			(5)
		Supporting NHSC Expansion	The sales	N/A						
a. Personnel	\$		\$		\$		\$		\$[	
b. Fringe Benefits										
c. Travel										
d. Equipment										
e. Supplies										
f. Contractual										
g. Construction										
h. Other				26,190.00					] [	26,190.00
i. Total Direct Charges (sum of 6a-6h)				26,190.00				·	\$	26,190.00
j. Indirect Charges									\$	
k. TOTALS (sum of 6i and 6j)	\$		]\$	26,190.00	\$		\$		\$	26,190.00
	<del></del>		т-		Τ-		Т	<u> </u>	1	· · · · · · · · · · · · · · · · · · ·
7. Program Income	\$		<b>]</b> \$		\$		\$		] \$[	

**Authorized for Local Reproduction** 

Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 1A

		SECTION	<u>C -</u>	NON-FEDERAL RESO	UR	CES				j
	(a) Grant Program			(b) Applicant		(c) State	(	d) Other Sources		(e)TOTALS
8.			\$		\$		\$		\$ [	
9.										
10.										
11.										
12. 1	FOTAL (sum of lines 8-11)		\$		\$		\$		\$	
		SECTION	D-	FORECASTED CASH	NE	EDS				
		Total for 1st Year		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter
13. F	Federal	\$ 26,190.00	\$	26,190.00	\$	0.00	\$	0.00	\$[	0.00
14. N	Non-Federal	\$		0.00		0.00		0.00		0.00
15. 1	TOTAL (sum of lines 13 and 14)	\$ 26,190.00	\$	26,190.00	\$	0.00	\$	0.00	<u>\$</u>	0.00
			յլ ՝	<u> </u>	-	<del> </del>		[	` 🗀	
		GET ESTIMATES OF FE	DE		FO	R BALANCE OF THE	PR		<u> </u>	
		GET ESTIMATES OF FE	DE		FO	R BALANCE OF THE		OJECT	`	
	SECTION E - BUD	GET ESTIMATES OF FE	DE		FO			OJECT		(e) Fourth
	SECTION E - BUD	GET ESTIMATES OF FE	DE \$	RAL FUNDS NEEDED		FUTURE FUNDING	PE	OJECT RIODS (YEARS)	\$[	(e) Fourth
	SECTION E - BUD (a) Grant Program	GET ESTIMATES OF FE		RAL FUNDS NEEDED (b)First		FUTURE FUNDING (c) Second	PE	OJECT RIODS (YEARS) (d) Third	\$[	
16.	SECTION E - BUD (a) Grant Program	GET ESTIMATES OF FE		RAL FUNDS NEEDED (b)First		FUTURE FUNDING (c) Second	PE	OJECT RIODS (YEARS) (d) Third	\$[	
16.	SECTION E - BUD (a) Grant Program	GET ESTIMATES OF FE		RAL FUNDS NEEDED (b)First		FUTURE FUNDING (c) Second	PE	OJECT RIODS (YEARS) (d) Third	\$ [	
16. 17. 18.	SECTION E - BUD (a) Grant Program	GET ESTIMATES OF FE		RAL FUNDS NEEDED (b)First		FUTURE FUNDING (c) Second	\$[       	OJECT RIODS (YEARS) (d) Third  26,190.00		
16. 17. 18.	SECTION E - BUD  (a) Grant Program  Supporting NHSC Expansion		\$	(b)First  26,190.00		FUTURE FUNDING (c) Second  26,190.00	\$[       	OJECT RIODS (YEARS) (d) Third  26,190.00		
16. 17. 18.	SECTION E - BUD  (a) Grant Program  Supporting NHSC Expansion		\$	(b)First  26,190.00	\$[   \$[   \$[   \$[	FUTURE FUNDING (c) Second  26,190.00  26,190.00  ATION	\$[       	OJECT RIODS (YEARS) (d) Third  26,190.00		

### Workforce Development for the NHSC and Safety Net/Health Center Community

#### PROGRAM NARRATIVE

#### INTRODUCTION

The purpose of this funding initiative is to assist the Vermont State Primary Care Offices (PCO) in the coordination of activities as it relates to the delivery of primary care services and the recruitment and retention of critical health care providers as a result of the National Health Services Corp (NHSC) initiative under the American Recovery & Reinvestment Act. The funds will be used to strengthen the primary care workforce administered through the NHSC to support activities in order to meet the demand to recruit new clinicians into the NHSC program and facility and matching them to eligible sites.

Currently, there are more than 50 existing primary care provider vacancies statewide, representing provider shortages for an estimated 82,000 Vermonters. There is need for the Primary Care Office to assist health centers in understanding the NHSC recruitment and retention application processes as new opportunities arising for loan repayment, and for the Recruitment Center to supply health centers with Health Professional Shortage Area information and other relevant data to ease the burden of this application submission.

#### **WORK PLAN**

Activity	Outcome	Target	Person	Evaluation Plan
TO MALES		Due	Responsible	
,		Date(s)		·
1. Objective: Increase numb	er of NHSC site recri	uitment and	retention appli	ications reviewed by
the PCO				
Review, analyze, and	Provided feedback	9/29/10	Consultant	NHSC applications
comment on NHSC	to sites on any			approved by PCO.
applications that are	missing or			ļ
submitted to both the PCA	incomplete data			,
and PCO office by eligible	submitted.			
sites.				
Schedule monthly meetings	Reviewed new	On-going	Consultant	Meeting notes.
with the PCO	applications and			
	sites.		.	
2. Objective: Increase number	er of organizations/co	nımunities	who received to	echnical or
community development assi	stance.			
Facilitate the development	Eight eligible site	9/29/10	Consultant	Vacancy log
and posting of site and	vacancies posted.			captured data.
NHSC job opportunities.	·			
Provide technical assistance	Linked ten practice	9/29/10	Consultant	Five of these ten
to health centers including	sites with NHSC			sites completed

Activity	Outcome	Target Due	Person	Evaluation Plan
		Date(s)	Responsible	
mental and oral health practices to help them interpret and understand NHSC program requirements.	information to support their ability to attract and retain qualified clinicians.	Date(s)		NHSC recruitment and retention assistance applications and were approved for
Assist undesignated Rural Health Clinics with obtaining "facility HPSA" designation in order to become eligible for NHSC recruitment and	Three Rural Health Clinics obtained "facility HPSA" status.	9/29/10	Consultant	NHSC assistance. Sites listed on HPSA website as "facility HPSAs".
retention assistance.  Maintain communication with NHSC Recruitment and Retention Assistance Branch to keep current on issues affecting NHSC programs.	Participated in ten Bureau of Clinician Recruitment and Retention Services conference calls.	9/29/10	Consultant	Meeting notes/minutes.
Develop and maintain a spreadsheet listing NHSC site approval dates, renewal dates, HPSA scores and number of clinicians requiring NHSC loan repayment at respective health center.	Maintain spreadsheet.	On-going	Consultant	Information entered on spreadsheet.
Participation in the Rural Recruitment & Retention Network Annual meeting.	Enhanced knowledge of NHSC program through networking with other states.	Fall 2012	Consultant	Summary of outcomes of meeting.
3. Objective: Increase outread retention as it relates to NHS	ch activities/tasks per	formed in r	elation to recru	nitment and
Provide technical assistance to prospective clinicians include minority and underserved populations (i.e. Migrant Farm Worker and Refugee Settlement Programs) to help them interpret and understand	Linked ten clinicians with NHSC information to assist them in finding NHSC eligible positions.	9/29/10	Consultant	Five of these ten clinicians completed NHSC applications.

Activity	Outcome	Target	Person	<b>Evaluation Plan</b>
		Due Date(s)	Responsible	
NHSC program requirements and complete NHSC applications.				
Consult with health centers via site visit to identify NHSC needs for recruitment and retention assistance and to provide updates on NHSC programs.	Visited five health centers.	9/29/10	Consultant	Health center visits logged.
Post health center clinical vacancies on the National Health Service Corps and Rural Recruitment & Retention Network website.	Posted ten vacancies eligible for NHSC assistance on websites.	9/29/10	Consultant	Vacancies entered on websites.
Prepare and maintain information documents on NHSC programs to distribute to prospective clinicians.	Sent 20 NHSC information packets to prospective candidates.	9/29/10	Consultant	Logged in Practice Sites database.
Create and place ad in regional magazine to promote NHSC program.	Placed advertisement in the New England Journal of Medicine.	Fall 2009	Consultant	Advertisement reviewed.
Developed and maintain social networking website to promote NHSC program.	WebPages completed and posted on Face book and Linked- In websites.	Winter 2010	Consultant	Review of websites.
Facilitate the VT Clinician & Recruitment Symposium to include behavioral health sites.	Increased behavioral health site knowledge of NHSC.	Fall 2011	Consultant	Participant registration.
4. Monitor and evaluate work Develop quarterly reports as per HRSA and ARRA requirements.	Reports are submitted on quarterly basis.	e <b>PCO Sup</b> Quarterly	olemental Gran Consultant	Confirmation of receipt of quarterly reports by PCO.

### STAFFING PLAN AND PERSONNEL REQUIREMENTS

Consultant time (0.30 FTE) is being requested to increase the number of National Health Service Corp (NHSC) site recruitment and retention applications reviewed by the PCO; increase number of organizations/communities who received technical or community development assistance and to increase outreach activities/tasks performed in relation to recruitment and retention as it relates to NHSC. A prospective consultant has been identified and is described in the biographical sketch attached. The consultant will report to Tracy Dolan, acting Director for the Primary Care Office.

HRSA 09-277 Submitted by Vermont Department of Health

### **Biographical Sketch**

The prospective consultant, Tammy McKenzie, spends time establishing and maintaining relationships with Vermont organizations to support the development and implementation of strategies to address health professional workforce shortages in the state. In addition to a B.S. in Human Services from Springfield College in Wilmington, DE, Ms. McKenzie's qualifications include more than ten years of prior experience in workforce and human resources experience including nurse recruitment in both for-profit and non-profit settings as well as prior experience collaborating with all levels of management to assess, plan, evaluate and implement comprehensive and competitive recruitment and retention programs. Additionally, Ms. McKenzie serves as a NHSC Community-based Ambassador to provide support for clinicians with an interest or dedication to improving the health of the Nation's underserved.

### HRSA-09-277 - Budget Narrative

### Workforce Development for the NHSC and Safety Net/Health Center Community

a.	Personnel	0.00
b.	Fringe Benefits	\$0.00
c.	Travel	\$0.00
d.	Equipment	\$0.00
e.	Supplies	\$0.00
f.	Contractual	\$0.00
g.	Construction	\$0.00
h.	Other	\$26, 190.00

A consultant will provide services to support NHSC expansion through recruitment and retention activities including extensive site support, marketing NHSC opportunities at conferences, and developing materials to promote the program within and outside of Vermont.

i.	Total Direct Charges	\$26, 190.00
j.	<b>Indirect Charges</b>	\$ 0.00
k.	Totals	\$26,190.00