



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: February 26, 2013
Subject: Grant Requests

Enclosed please find three (3) items that the Joint Fiscal Office has received from the administration, including the establishment of two (2) limited service positions.

JFO #2611 – \$915,426 grant from the U.S. Department of Health and Human Service to the Department of Vermont Health Access. These funds will be used to collect and calculate performance measures and implement two performance improvement projects (focused on breast cancer screening & alcohol/drug dependent treatment). **One (1) limited service position** is associated with this request. **Expedited review has been requested. Joint Fiscal Committee members will be contacted by March 8th with a request to waive the balance of the review period and accept this grant.**
[JFO received 02/18/13]

JFO #2612 – \$120,000 grant from the University of Massachusetts to the Vermont Department of Disabilities, Aging and Independent Living (DAIL). These funds will be used to develop and test the DAIL Division of Vocational Rehabilitation's Progressive Employment Program as an evidence-based program for job placements.
[JFO received 02/18/13]

JFO #2613 – Request to establish **one (1) limited service** position in the Vermont Department of State's Attorneys and Sheriffs. This position will act as domestic violence prosecutor in Addison County. Funding for an existing part-time temporary position was approved in JFO #2369. The Department of State's Attorneys and Sheriffs is seeking to convert this position to a full time limited service position due to the availability of increased grant funding.
[JFO received 02/25/13]

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 legislative review. Unless we hear from you to the contrary by March 11 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

Agency of Administration

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JFO 2612

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

Grant Summary:		This grant will be used to develop the progressive employment program as an evidence-based strategy to meet employer needs and improve employment outcomes for VR consumers.			
Date:		2/11/2013			
Department:		Department of Disabilities, Aging and Independent Living			
Legal Title of Grant:		Vocational Rehabilitation and Developing Strategies to Meet Employer Needs in Changing Economic Environments			
Federal Catalog #:		84.133B			
Grant/Donor Name and Address:		University of Massachusetts, 100 Morrissey Blvd, Boston, MA 02125-3393			
Grant Period:		From:	To:		
		10/1/2012	9/30/2013		
Grant/Donation		\$120,000			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$50,000	\$70,000	\$0	\$120,000	
Position Information:		# Positions	Explanation/Comments		
		0	The work for this grant can be completed using existing staff resources.		
Additional Comments:		DAIL VR is a sub-recipient of the grant.			
Department of Finance & Management		[Signature]		(Initial) CB 2/11/2013	
Secretary of Administration		[Signature]		(Initial)	
Sent To Joint Fiscal Office		2/14/13		Date 2/14/13	



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

BASIC GRANT INFORMATION				
1. Agency:		Agency of Human Services		
2. Department:		DAIL/DVR		
3. Program:		US Department of Education Rehabilitation Services Administration (RSA)		
4. Legal Title of Grant:		Vocational Rehabilitation (VR) and Developing Strategies to Meet Employer Needs in Changing Economic Environments		
5. Federal Catalog #:		84.133B		
6. Grant/Donor Name and Address: University of Massachusetts 100 Morrissey Blvd Boston MA 02125-3393				
7. Grant Period:		From: 10/1/2012 <i>EB</i>	To: 9/30/2013	
8. Purpose of Grant: The Institute for Community Inclusion (ICI), at the University of Massachusetts received the grant from RSA to research developing strategies to meet employer needs in changing economic environments. ICI identified Vermont VR's Progressive Employment Program as a developing and potentially evidence based strategy to meet employer needs and improve employment outcomes for VR consumers. ICI plans sub-contract with Vermont VR to develop progressive employment as an evidence based practice and test the approach in four other states. The contract will primarily cover the cost of Vermont VR staff time and effort associated with this project. There are very few fully researched "evidence based" practices in the field of rehabilitation. This would be an opportunity to work with an external respected research facility to help fill this gap.				
9. Impact on existing program if grant is not Accepted: There would be no direct impact on the Vermont VR program if the grant were not accepted.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2013	FY 2014	FY	
Personal Services	\$40,000	\$54,000	\$	
Operating Expenses	\$10,000	\$16,000	\$	
Grants	\$	\$	\$	
Total	\$50,000	\$70,000	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$50,000	\$70,000	\$	
(Direct Costs)	\$50,000	\$70,000	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$50,000	\$70000	\$	
Appropriation No: 3460010000		Amount: \$50,000		

FEB 01 2013

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

		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total	\$50,000

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: _____ Agreed by: _____ (initial)

12. Limited Service Position Information:	# Positions	Title
	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: *[Signature]* Date: 1/31/13
 Title: _____
 Signature: *[Signature]* ^{OK}_{gc} Date: 1/31/13
 Title: _____

14. SECRETARY OF ADMINISTRATION

Approved: _____ (Secretary or designee signature) Date: 12/13/13
 _____ Deputy

15. ACTION BY GOVERNOR

Check One Box:
 Accepted _____ (Governor's signature) Date: 12/13/13
 Rejected _____

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

- | | |
|---|---|
| <input 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 | |

State of Vermont
VocRehab Vermont
Department of Disabilities, Aging and Independent Living
103 South Main Street, Weeks IA
Waterbury VT 05671-2303
www.vocrehab.vermont.gov

Phone or TTY: 802-241-2186
Toll Free: 866-879-6757
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MEMORANDUM

TO: Joint Fiscal Committee

FROM: Diane Dalmasse, Director

DATE: November 16, 2012

SUBJECT: University of Massachusetts Contract Regarding Vocational Rehabilitation (VR) and Developing Strategies to Meet Employer Needs in Changing Economic Environments

Please find attached an AA 1 form plus the contract for this project for your review.

The Institute for Community Inclusion (ICI), at the University of Massachusetts received the grant from RSA to research developing strategies to meet employer needs in changing economic environments. ICI identified Vermont VR's Progressive Employment Program as a developing and potentially evidence based strategy to meet employer needs and improve employment outcomes for VR consumers. ICI plans sub-contract with Vermont VR to develop progressive employment as an evidence based practice and test the approach in four other states. There are very few fully researched "evidence based" practices in the field of rehabilitation. This would be an opportunity to work with an external respected research facility to help fill this gap.

The funding provided to Vermont would primarily be used to cover staff time involved in working on the project. The focus of the work in year one will be to develop the procedures and tools necessary for implementation of progressive employment in other states. These will include the development of fidelity measures, practice manuals, data collection systems and training materials. While ICI wants these materials to facilitate implementation in other states. However, having ICI develop these materials in partnership with Vermont will also help us formalize and institutionalize practice in our state.

This contract ~~will~~ not require any new state positions.

will

Rehabilitation Research and Training Center (RRTC) on
Vocational Rehabilitation (VR) and Developing Strategies to Meet Employer Needs in
Changing Economic Environments
Budget and Scope
Vermont Division of Vocational Rehabilitation (DVR)
Project Period: 10/1/12 – 9/30/13

RRTC Overview

The Institute for Community Inclusion at the University of Massachusetts Boston in partnership with the Alabama Department of Rehabilitative Services, the Nebraska Vocational Rehabilitation, the Vermont Department of Vocational Rehabilitation, and the New England Council are proposing the RRTC on VR and Employer Needs in Changing Economic Environments. Across the five years of the project, the RRTC will produce strategies for assessing employer needs and expectations, strategic planning models that support State Vocational Rehabilitation Agency (VR) efforts to anticipate and prepare for changing employer and labor market needs, identify existing programs that may be useful to VR agencies, and methods for tracking, analyzing and reacting to changing employer needs.

The ICI and partners propose a research agenda that addresses three main themes in improving VR responsiveness to employer needs: a) integrating labor market and business relations data into business intelligence and strategic planning efforts in Alabama; b) aligning just-in-time job training with industry needs to ameliorate middle skill labor shortages in Nebraska; and c) testing an emerging and piloted model in four state VR agencies of “no-risk, low risk” dual customer job placement services created in Vermont. Each state VR agency is uniquely suited to be fertile research ground. This research will build upon current knowledge of demand-side strategies and fill a knowledge gap on agency-level practices. At different points along the five- year research agenda, the RRTC will study the implementation of these practices in other agencies.

Vermont DVR Scope Year 1

Primary Contact: Diane Dalmase will take the lead in the implementation and impact evaluation of the Progressive Employment Model. DVR will be involved in:

1. Year 1 will be a planning year; years 1-5 will be rolling out Progressive Employment Model to four states, one per year
2. Hugh Bradshaw will be the primary coordinator of this project.
3. Susan Wells will provide organizational and training support.
4. Alice Porter will provide technical support regarding IT, VERIS (web based tracking tool) and data.

5. Development of implementation procedures, fidelity measures, research methodology, data collection systems, and technical assistance materials. Procedures will be based on research model.
6. Identify and outreach participating states and contact persons for study based on sample criteria.
7. Develop implementation manual and procedures for working with states. The manual to include:
 - a. Marketing materials
 - b. Progressive employment placement guidelines regarding mechanisms for training offsets, employer outreach, supervision, and employer agreements.
 - c. Labor laws
 - d. Insurance coverage issues
 - e. Tracking tools/data
 - f. Agreements with Community Rehabilitation Programs and/or employment staff
8. Work with State Vocational Rehabilitation Agencies on the Progressive Employment Model implementation.
 - a. Provide technical assistance on issues and develop visitation schedule
 - b. Facilitate the Progressive Employment Model learning collaborative.
 - c. Video conferencing will be used when possible to maintain on-going contact between in-person visits
9. Participate in all RRTC management team project activities with at least two in person meetings with RRTC staff and monthly management team calls.

All publications developed under this contract by the sub-recipient will be specifically for the RRTC and will include the RRTC logo and disclaimer.

Vermont DVR Budget Year 1

Annual Budget:

3 staff @ .25 FTE (Bradshaw, Wells, Porter)	\$69,977
2 staff @ .1 FTE (Dalmasse & Smith)	\$ 24,023
IT support	\$ 15,000
Training Materials	\$ 10,000
Video conferencing	\$ 1,000
<hr/>	
TOTAL	\$120,000