MEMORANDUM

To: James Reardon, Commissioner of Finance & Management  
From: Nathan Lavery, Fiscal Analyst  
Date: August 1, 2008  
Subject: JFO #2329

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

JFO #2329 — $10,000 grant from Castanea Foundation, Inc. to the Agency of Agriculture, Food and Markets. These grant funds will cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit. [JFO received 06/30/08]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since this item was 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: Linda Morse, Administrative Assistant  
Roger Allbee, Secretary
MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: June 30, 2008
Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

**JFO #2329** — $10,000 grant from Castanea Foundation, Inc. to the Agency of Agriculture, Food and Markets. These grant funds will cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit. [JFO received 06/30/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

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; nlavery@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by July 14 we will assume that you agree to consider as final the Governor’s acceptance of this request.

cc: James Reardon, Commissioner
    Linda Morse, Administrative Assistant
    Roger Allbee, Secretary
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant will help cover the cost of construction of the mobile poultry slaughterhouse.

TITLE OF GRANT: N/A

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Castanea Foundation, Inc.
P.O. Box 64
Montpelier, VT 05601

DATE: 6/16/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant of $10,000 will cover the difference between the amount budgeted for the slaughterhouse mobile unit and the actual cost of constructing the unit.

AMOUNT / VALUE: $10,000.00

POSITIONS REQUESTED: None

GRANT PERIOD: 5/20/08 to 12/31/08

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL)
SECRETARY OF ADMINISTRATION (INITIAL)
SENT TO JOINT FISCAL OFFICE: DATE: ____________

RECEIVED
JUN 30 2008
JOINT FISCAL OFFICE
STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed)

1. Agency: Vermont Agency of Agriculture, Food & Markets
2. Department: Vermont Agency of Agriculture, Food & Markets
3. Program: Mobile Poultry Slaughterhouse
4. Legal Title of Grant: N/A
5. Federal Catalog No.: N/A
6. Grantor and Office Address: Castanea Foundation, Inc.
P.O. Box 64
Montpelier, VT 05601

7. Grant Period: From: 05-20-2008 To: 12-31-2008

8. Purpose of Grant: (Attach additional Sheets if needed)
   To assist in completing the construction of a mobile poultry slaughterhouse.

9. Impact on Existing Programs if Grant is not Accepted:
   The bid for the construction of the mobile poultry slaughterhouse came in higher than the FY2008 budgeted amount. If the grant is not accepted, the construction could not be completed.

10. Budget Information:

    EXPENDITURES:
        Personal Services $ 10,000.00 $ $ $
        Operating Expenses $ $ $ $
        Grants $ $ $ $
        TOTAL $ 10,000.00 $ $ $

    REVENUES:
        State Funds:
            Cash $ $ $ $
            In-Kind $ $ $ $
        Federal Funds:
            (Direct Costs) $ $ $ $
            (Statewide Indirect) $ $ $ $
            (Department Indirect) $ $ $ $
        Other Funds: (source) Castanea Foundation, Inc. $ 10,000.00 $ $ $
        TOTAL $ 10,000.00 $ $ $

Grants will be allocated to these appropriation expenditure accounts

<table>
<thead>
<tr>
<th>Appropriation Nos.</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPTID 2200030000</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>FUND 21889</td>
<td></td>
</tr>
<tr>
<td>PROGRAM 26853</td>
<td></td>
</tr>
</tbody>
</table>
11. Will grant monies be spent by one or more personal service contracts?

[ X ] YES  [ ] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

[Signature] (Date)

12a. Please list any requested Limited Service Positions:

<table>
<thead>
<tr>
<th>Titles</th>
<th>Number of Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

12b. Equipment and space for these positions:

[ ] Is presently available.
[ ] Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

[Signature] (Date)

14. Action by Governor:

[ ] Approved
[ ] Rejected

[Signature] (Date)

15. Secretary of Administration:

[ ] Request to JFO
[ ] Information to JFO

[Signature] (Date)

16. Action by Joint Fiscal Committee:

[ ] Request to be placed on JFC agenda
[ ] Approved (not placed on agenda in 30 days)
[ ] Approved by JFC
[ ] Rejected by JFC
[ ] Approved by Legislature

[Signature] (Date)
STATE OF VERMONT
Department of Finance and Management
MEMO

TO: Mike Smith, Secretary of Administration and Jim Reardon, Commissioner of Finance and Management
FROM: Toni Hartrich, Budget and Management Analyst
DATE: 6/16/08
SUBJECT: Grant Acceptance Request from the Agency of Agriculture, Food and Markets

Enclosed is the Agency of Agriculture Food and Markets request for acceptance of a grant of $10,000.00 from The Castanea Foundation to cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit. There are no positions requested for this grant.

I am recommending approval of this grant request.
MEMORANDUM

To: Mike K. Smith, Secretary of Administration
From: Anson Tebbetts, Deputy Secretary of Agriculture
Re: Mobile Poultry Unit
Date: May 9, 2008

On April 2, 2008, the Agency of Agriculture received your approval for a sole source contract with Brothers Body and Equipment, LLC to design and build the mobile poultry processing unit.

The original bid was $149,999. After a period of negotiation and re-design, the cost was reduced to $92,999 which is still a little higher than the $80,000 that was approved. We have $80,000 of special fund dollars in our FY2008 budget and have received private funding of $10,000. The remaining $3,000 would come from our general fund appropriation for FY2009.

If you have any questions, please let me know.

APPROVED

Date: 5/9/2008

[Signature]
Secretary of Administration
May 20, 2008

Anson Tebbetts  
Deputy Secretary  
Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, Vermont 05620-2901

Dear Anson,

On behalf of the Board of Directors of the Castanea Foundation, Inc., I am pleased to inform you that Castanea Foundation has approved a $10,000 grant to the Vermont Agency of Agriculture to assist it in completing the construction and purchase of a mobile poultry slaughterhouse in furtherance of preserving significant agricultural lands within the State.

As you know, Castanea Foundation, Inc. is interested in supporting the Agency of Agriculture’s efforts to preserve the State’s working landscape and significant agricultural lands by enhancing Vermont’s farm economy through investments in agricultural infrastructure. This grant will enable the Agency to reduce the resources that it would otherwise be required to expend to discharge this important State function. The State-inspected mobile facility is of particular interest to Castanea because it has the potential to preserve valuable agricultural lands within the State by strengthening new and existing markets for Vermont poultry products.

Please be advised that no part of this grant may be used for the benefit of any private donor, political campaign, or to support or influence legislation of any governmental body other than making available the results of nonpartisan analysis, study and research. In addition, none of the grant funds shall be awarded to a secondary grantee without the express permission of Castanea Foundation, Inc.

In order for us to remain informed on how the grant is used, we would like to request a brief written report in six months updating us on project developments.

It has been a pleasure working with you and we look forward to hearing how things progress.

Regards,

Tim Storrow  
Executive Director  
Castanea Foundation, Inc.
MEMORANDUM

To: Toni Hartrich
From: Mary Morrison
Date: 6/3/2008
Re: AA-1 - Castanea Foundation

Here is the AA-1 for acceptance of a grant from the Castanea Foundation, Inc.. Let me know if you need more.

Thanks.
Mission Statement

The mission of the Castanea Foundation, Inc. is to conserve and protect agriculturally productive and environmentally significant lands and water resources throughout Vermont and select areas of New York.

The Foundation particularly emphasizes conservation projects that promote economically viable and environmentally sound farm enterprises. The Foundation’s underlying belief is that the health of the region’s agriculture is essential to the future health of rural communities in Vermont and New York.

The Foundation undertakes projects directly in support of its mission, and works collaboratively with landowners and state and local partners to achieve its goals. The Foundation does not accept unsolicited grant proposals.

Geographic Focus

The Foundation operates throughout the State of Vermont, with a priority given to projects in the watershed of Lake Champlain and Southwestern, Vermont and Hoosick River and Batten Kill watersheds of Washington and northern Rensselaer Counties, New York.

Goals

- Increase the amount of conserved land in the region
- Increase the number of economically viable and environmentally sustainable farms
- Strengthen the local and regional food economy via direct connections between the producer and the consumer
From: Nathan Lavery
Subject: Fwd: FW: Mobile Poultry Unit

From: Mitchell, Mike
Sent: Monday, June 30, 2008 12:00 PM
To: Morrison, Mary
Subject: Mobile Poultry Unit

The poultry unit is needed to service small Vermont poultry producers, because of the unavailability of poultry slaughter facilities within the State. The mobile poultry unit will serve small poultry farmers in Vermont. The unit should be ready sometime in October 2008.

Michael Mitchell
Vermont Agency of Agriculture
Compliance Investigator
116 State Street
Montpelier, Vermont 05620-2901
Fax:(802)-828-5983
Office:(802) 828-2426
mike.mitchell@state.vt.us

CONFIDENTIALITY NOTICE: This email may contain confidential, legally privileged information intended only for the named recipient. If you are not the intended recipient, note that disclosure, copying, distribution or taking any action in reliance on the contents of this information, except its delivery to the intended recipient, is strictly prohibited. If you have received this email in error, please contact the sender immediately and delete this message.
MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: June 30, 2008
Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

JFO #2329 — $10,000 grant from Castanea Foundation, Inc. to the Agency of Agriculture, Food and Markets. These grant funds will cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit.

[JFO received 06/30/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

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; nlavery@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by July 14 we will assume that you agree to consider as final the Governor’s acceptance of this request.

cc: James Reardon, Commissioner
   Linda Morse, Administrative Assistant
   Roger Allbee, Secretary
MEMORANDUM

To: Representative David Zuckerman

From: Nathan Lavery

Date: June 30, 2008

Subject: JFO #2329 (Mobile Poultry Slaughterhouse Unit)

Representatives Michael Obuchowski and Shap Smith asked that I forward to you a copy of the enclosed request and cover memo. They are requesting you provide them with your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski
    Rep. Shap Smith
    Stephen Klein
MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: June 30, 2008
Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

**JFO #2329** — $10,000 grant from Castanea Foundation, Inc. to the Agency of Agriculture, Food and Markets. These grant funds will cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit.

[JFO received 06/30/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

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; nlavery@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by July 14 we will assume that you agree to consider as final the Governor’s acceptance of this request.

cc: James Reardon, Commissioner
    Linda Morse, Administrative Assistant
    Roger Allbee, Secretary
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant will help cover the cost of construction of the mobile poultry slaughterhouse.

TITLE OF GRANT: N/A

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Castanea Foundation, Inc.
P.O. Box 64
Montpelier, VT 05601

DATE: 6/16/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant of $10,000 will cover the difference between the amount budgeted for the slaughterhouse mobile unit and the actual cost of constructing the unit.

AMOUNT / VALUE: $10,000.00

POSITIONS REQUESTED: None

GRANT PERIOD: 5/20/08 to 12/31/08

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL)
SECRETARY OF ADMINISTRATION (INITIAL)
SENT TO JOINT FISCAL OFFICE: DATE:

RECEIVED
JUN 30 2008
JOINT FISCAL OFFICE
STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(Rev. 9-90)

1. Agency: Vermont Agency of Agriculture, Food & Markets
2. Department: Mobile Poultry Slaughterhouse
3. Program: Mobile Poultry Slaughterhouse
4. Legal Title of Grant: N/A
5. Federal Catalog No.: N/A
6. Grantor and Office Address: Castanea Foundation, Inc.
P.O. Box 64
Montpelier, VT 05601

7. Grant Period: From: 05-20-2008 To: 12-31-2008

8. Purpose of Grant: To assist in completing the construction of a mobile poultry slaughterhouse.

9. Impact on Existing Programs if Grant is not Accepted:
The bid for the construction of the mobile poultry slaughterhouse came in higher than the FY2008 budgeted amount. If the grant is not accepted, the construction could not be completed.

10. Budget Information:

<table>
<thead>
<tr>
<th>EXPENDITURES:</th>
<th>(1st State FY)</th>
<th>(2nd State FY)</th>
<th>(3rd State FY)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Services</td>
<td>$ 10,000.00</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Grants</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$ 10,000.00</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>REVENUES:</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>State Funds:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>In-Kind</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Federal Funds:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Direct Costs)</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>(Statewide Indirect)</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>(Department Indirect)</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Other Funds:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(source) Castanea Foundation, Inc.</td>
<td>$ 10,000.00</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$ 10,000.00</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Grants will be allocated to these appropriation expenditure accounts

- DEPTID 2200030000
- FUND 21889
- PROGRAM 26853
- Amounts: $ 10,000.00

Page 1
11. Will grant monies be spent by one or more personal service contracts?

[X] YES  [ ] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

[Signature]

(Date)

12a. Please list any requested Limited Service Positions:

<table>
<thead>
<tr>
<th>Titles</th>
<th>Number of Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
</tr>
</tbody>
</table>

12b. Equipment and space for these positions:

[ ] Is presently available.

[ ] Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

[Signature]

(Date)

Secretary: Agriculture, Food & Markets

(Title)

14. Action by Governor:

[ ] Approved

[ ] Rejected

(Signature)

(Date) 6/20/08

15. Secretary of Administration:

[ ] Request to JFO

Information to JFO

(Signature)

(Date) 6/17/08

16. Action by Joint Fiscal Committee:

[ ] Request to be placed on JFC agenda

([ ] Approved (not placed on agenda in 30 days)

[ ] Approved by JFC

[ ] Rejected by JFC

[ ] Approved by Legislature

(Signature)  

(Date)
TO: Mike Smith, Secretary of Administration and Jim Reardon, Commissioner of Finance and Management
FROM: Toni Hartrich, Budget and Management Analyst
DATE: 6/16/08
SUBJECT: Grant Acceptance Request from the Agency of Agriculture, Food and Markets

Enclosed is the Agency of Agriculture Food and Markets request for acceptance of a grant of $10,000.00 from The Castanea Foundation to cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit. There are no positions requested for this grant.

I am recommending approval of this grant request.
MEMORANDUM

To: Mike K. Smith, Secretary of Administration
From: Anson Tebbetts, Deputy Secretary of Agriculture
Re: Mobile Poultry Unit
Date: May 9, 2008

On April 2, 2008, the Agency of Agriculture received your approval for a sole source contract with Brothers Body and Equipment, LLC to design and build the mobile poultry processing unit.

The original bid was $149,999. After a period of negotiation and re-design, the cost was reduced to $92,999 which is still a little higher than the $80,000 that was approved. We have $80,000 of special fund dollars in our FY2008 budget and have received private funding of $10,000. The remaining $3,000 would come from our general fund appropriation for FY2009.

If you have any questions, please let me know.
May 20, 2008

Anson Tebbets
Deputy Secretary
Agency of Agriculture
116 State Street, Drawer 20
Montpelier, Vermont 05620-2901

Dear Anson,

On behalf of the Board of Directors of the Castanea Foundation, Inc., I am pleased to inform you that Castanea Foundation has approved a $10,000 grant to the Vermont Agency of Agriculture to assist it in completing the construction and purchase of a mobile poultry slaughterhouse in furtherance of preserving significant agricultural lands within the State.

As you know, Castanea Foundation, Inc. is interested in supporting the Agency of Agriculture’s efforts to preserve the State’s working landscape and significant agricultural lands by enhancing Vermont’s farm economy through investments in agricultural infrastructure. This grant will enable the Agency to reduce the resources that it would otherwise be required to expend to discharge this important State function. The State-inspected mobile facility is of particular interest to Castanea because it has the potential to preserve valuable agricultural lands within the State by strengthening new and existing markets for Vermont poultry products.

Please be advised that no part of this grant may be used for the benefit of any private donor, political campaign, or to support or influence legislation of any governmental body other than making available the results of nonpartisan analysis, study and research. In addition, none of the grant funds shall be awarded to a secondary grantee without the express permission of Castanea Foundation, Inc.

In order for us to remain informed on how the grant is used, we would like to request a brief written report in six month updating us on project developments.

It has been a pleasure working with you and we look forward to hearing how things progress.

Regards,

Tim Storrow

Executive Director
Castanea Foundation, Inc.
MEMORANDUM

To: Toni Hartrich
From: Mary Morrison
Date: 6/3/2008
Re: AA-1 - Castanea Foundation

Here is the AA-1 for acceptance of a grant from the Castanea Foundation, Inc.
Let me know if you need more.

Thanks.
Castanea Foundation, Inc.

**Mission Statement**

The mission of the Castanea Foundation, Inc. is to conserve and protect agriculturally productive and environmentally significant lands and water resources throughout Vermont and select areas of New York.

The Foundation particularly emphasizes conservation projects that promote economically viable and environmentally sound farm enterprises. The Foundation's underlying belief is that the health of the region's agriculture is essential to the future health of rural communities in Vermont and New York.

The Foundation undertakes projects directly in support of its mission, and works collaboratively with landowners and state and local partners to achieve its goals. The Foundation does not accept unsolicited grant proposals.

**Geographic Focus**

The Foundation operates throughout the State of Vermont, with a priority given to projects in the watershed of Lake Champlain and Southwestern, Vermont and Hoosick River and Batten Kill watersheds of Washington and northern Rensselaer Counties, New York.

**Goals**

- Increase the amount of conserved land in the region
- Increase the number of economically viable and environmentally sustainable farms
- Strengthen the local and regional food economy via direct connections between the producer and the consumer
The poultry unit is needed to service small Vermont poultry producers, because of the unavailability of poultry slaughter facilities within the State. The mobile poultry unit will serve small poultry farmers in Vermont. The unit should be ready sometime in October 2008.

Michael Mitchell
Vermont Agency of Agriculture
Compliance Investigator
116 State Street
Montpelier, Vermont 05620-2901
Fax:(802)-828-5983
Office:(802) 828-2426
mike.mitchell@state.vt.us

CONFIDENTIALITY NOTICE: This email may contain confidential, legally privileged information intended only for the named recipient. If you are not the intended recipient, note that disclosure, copying, distribution or taking any action in reliance on the contents of this information, except its delivery to the intended recipient, is strictly prohibited. If you have received this email in error, please contact the sender immediately and delete this message.
MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: June 30, 2008
Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

JFO #2329 — $10,000 grant from Castanea Foundation, Inc. to the Agency of Agriculture, Food and Markets. These grant funds will cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit. [JFO received 06/30/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

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; nlavery@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by July 14 we will assume that you agree to consider as final the Governor’s acceptance of this request.

cc: James Reardon, Commissioner
   Linda Morse, Administrative Assistant
   Roger Allbee, Secretary
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant will help cover the cost of construction of the mobile poultry slaughterhouse.

TITLE OF GRANT: N/A

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Castanea Foundation, Inc.
P.O. Box 64
Montpelier, VT 05601

DATE: 6/16/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant of $10,000 will cover the difference between the amount budgeted for the slaughterhouse mobile unit and the actual cost of constructing the unit.

AMOUNT / VALUE: $10,000.00

POSITIONS REQUESTED: None

GRANT PERIOD: 5/20/08 to 12/31/08

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL)  
SECRETARY OF ADMINISTRATION (INITIAL)  
SENT TO JOINT FISCAL OFFICE:  

RECEIVED  
JUN 30 2008  
JOINT FISCAL OFFICE
1. Agency: Vermont Agency of Agriculture, Food & Markets
2. Department: Vermont Agency of Agriculture, Food & Markets
3. Program: Mobile Poultry Slaughterhouse
4. Legal Title of Grant: N/A
5. Federal Catalog No.: N/A
6. Grantor and Office Address: Castanea Foundation, Inc.
P.O. Box 64
Montpelier, VT 05601

7. Grant Period: From: 05-20-2008 To: 12-31-2008

8. Purpose of Grant: To assist in completing the construction of a mobile poultry slaughterhouse.

9. Impact on Existing Programs if Grant is not Accepted:
The bid for the construction of the mobile poultry slaughterhouse came in higher than the FY2008 budgeted amount. If the grant is not accepted, the construction could not be completed.

10. Budget Information:

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th>(1st State FY)</th>
<th>(2nd State FY)</th>
<th>(3rd State FY)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Services</td>
<td>$10,000.00</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Grants</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$10,000.00</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>(source)</th>
<th>(1st State FY)</th>
<th>(2nd State FY)</th>
<th>(3rd State FY)</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Funds:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>In-Kind</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Federal Funds:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Direct Costs)</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>(Statewide indirect)</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>(Department Indirect)</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Other Funds:</td>
<td></td>
<td>$10,000.00</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>(source) Castanea Foundation, Inc.</td>
<td></td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>$10,000.00</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

Grants will be allocated to these appropriation expenditure accounts:

<table>
<thead>
<tr>
<th>Appropriation Nos.</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPTID 2200030000</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>FUND 21889</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>PROGRAM 26853</td>
<td>$1,000.00</td>
</tr>
</tbody>
</table>
11. Will grant monies be spent by one or more personal service contracts?

[ X ] YES  [ ] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

[Signature]

(Date)

12a. Please list any requested Limited Service Positions:

<table>
<thead>
<tr>
<th>Titles</th>
<th>Number of Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
</tr>
</tbody>
</table>

12b. Equipment and space for these positions:

[ ] Is presently available.

[ ] Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

[Signature]

(Date)

Secretary: Agriculture, Food & Markets

Title

14. Action by Governor:

[ ] Approved

[ ] Rejected

[Signature]

(Date)

15. Secretary of Administration:

[ ] Request to JFO

[ ] Information to JFO

[Signature]

(Date)

16. Action by Joint Fiscal Committee:

[ ] Request to be placed on JFC agenda

[ ] Approved (not placed on agenda in 30 days)

[ ] Approved by JFC

[ ] Rejected by JFC

[ ] Approved by Legislature

[Signature]

(Date)
TO: Mike Smith, Secretary of Administration and Jim Reardon, Commissioner of Finance and Management
FROM: Toni Hartrich, Budget and Management Analyst
DATE: 6/16/08
SUBJECT: Grant Acceptance Request from the Agency of Agriculture, Food and Markets

Enclosed is the Agency of Agriculture Food and Markets request for acceptance of a grant of $10,000.00 from The Castanea Foundation to cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit. There are no positions requested for this grant.

I am recommending approval of this grant request.
MEMORANDUM

To: Mike K. Smith, Secretary of Administration
From: Anson Tebbetts, Deputy Secretary of Agriculture
Re: Mobile Poultry Unit
Date: May 9, 2008

On April 2, 2008, the Agency of Agriculture received your approval for a sole source contract with Brothers Body and Equipment, LLC to design and build the mobile poultry processing unit.

The original bid was $149,999. After a period of negotiation and re-design, the cost was reduced to $92,999 which is still a little higher than the $80,000 that was approved. We have $80,000 of special fund dollars in our FY2008 budget and have received private funding of $10,000. The remaining $3,000 would come from our general fund appropriation for FY2009.

If you have any questions, please let me know.

APPROVED

Secretary of Administration
Date: 5/9/08
May 20, 2008

Anson Tebbetts  
Deputy Secretary  
Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, Vermont 05620-2901

Dear Anson,

On behalf of the Board of Directors of the Castanea Foundation, Inc., I am pleased to inform you that Castanea Foundation has approved a $10,000 grant to the Vermont Agency of Agriculture to assist it in completing the construction and purchase of a mobile poultry slaughterhouse in furtherance of preserving significant agricultural lands within the State.

As you know, Castanea Foundation, Inc. is interested in supporting the Agency of Agriculture’s efforts to preserve the State’s working landscape and significant agricultural lands by enhancing Vermont’s farm economy through investments in agricultural infrastructure. This grant will enable the Agency to reduce the resources that it would otherwise be required to expend to discharge this important State function. The State-inspected mobile facility is of particular interest to Castanea because it has the potential to preserve valuable agricultural lands within the State by strengthening new and existing markets for Vermont poultry products.

Please be advised that no part of this grant may be used for the benefit of any private donor, political campaign, or to support or influence legislation of any governmental body other than making available the results of nonpartisan analysis, study and research. In addition, none of the grant funds shall be awarded to a secondary grantee without the express permission of Castanea Foundation, Inc.

In order for us to remain informed on how the grant is used, we would like to request a brief written report in six month updating us on project developments.

It has been a pleasure working with you and we look forward to hearing how things progress.

Regards,

Tim Storrow

Executive Director  
Castanea Foundation, Inc.
MEMORANDUM

To: Toni Hartrich
From: Mary Morrison
Date: 6/3/2008
Re: AA-1 - Castanea Foundation

Here is the AA-1 for acceptance of a grant from the Castanea Foundation, Inc. Let me know if you need more.

Thanks.
Mission Statement

The mission of the Castanea Foundation, Inc. is to conserve and protect agriculturally productive and environmentally significant lands and water resources throughout Vermont and select areas of New York.

The Foundation particularly emphasizes conservation projects that promote economically viable and environmentally sound farm enterprises. The Foundation's underlying belief is that the health of the region's agriculture is essential to the future health of rural communities in Vermont and New York.

The Foundation undertakes projects directly in support of its mission, and works collaboratively with landowners and state and local partners to achieve its goals. The Foundation does not accept unsolicited grant proposals.

Geographic Focus

The Foundation operates throughout the State of Vermont, with a priority given to projects in the watershed of Lake Champlain and Southwestern, Vermont and Hoosick River and Batten Kill watersheds of Washington and northern Rensselaer Counties, New York.

Goals

- Increase the amount of conserved land in the region
- Increase the number of economically viable and environmentally sustainable farms
- Strengthen the local and regional food economy via direct connections between the producer and the consumer
From: Nathan Lavery
Subject: Fwd: FW: Mobile Poultry Unit

From: Mitchell, Mike
Sent: Monday, June 30, 2008 12:00 PM
To: Morrison, Mary
Subject: Mobile Poultry Unit

The poultry unit is needed to service small Vermont poultry producers, because of the unavailability of poultry slaughter facilities within the State. The mobile poultry unit will serve small poultry farmers in Vermont. The unit should be ready sometime in October 2008.

Michael Mitchell
Vermont Agency of Agriculture
Compliance Investigator
116 State Street
Montpelier, Vermont 05620-2901
Fax:(802)-828-5983
Office:(802) 828-2426
mike.mitchell@state.vt.us

CONFIDENTIALITY NOTICE: This email may contain confidential, legally privileged information intended only for the named recipient. If you are not the intended recipient, note that disclosure, copying, distribution or taking any action in reliance on the contents of this information, except its delivery to the intended recipient, is strictly prohibited. If you have received this email in error, please contact the sender immediately and delete this message.
MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: June 30, 2008
Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

JFO #2329 — $10,000 grant from Castanea Foundation, Inc. to the Agency of Agriculture, Food and Markets. These grant funds will cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit.

[JFO received 06/30/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

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; nlavery@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by July 14 we will assume that you agree to consider as final the Governor’s acceptance of this request.

cc: James Reardon, Commissioner
Linda Morse, Administrative Assistant
Roger Allbee, Secretary
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant will help cover the cost of construction of the mobile poultry slaughterhouse.

TITLE OF GRANT: N/A

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Castanea Foundation, Inc.
P.O. Box 64
Montpelier, VT 05601

DATE: 6/16/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant of $10,000 will cover the difference between the amount budgeted for the slaughterhouse mobile unit and the actual cost of constructing the unit.

AMOUNT / VALUE: $10,000.00

POSITIONS REQUESTED: None

GRANT PERIOD: 5/20/08 to 12/31/08

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL)
SECRETARY OF ADMINISTRATION: (INITIAL)
SENT TO JOINT FISCAL OFFICE: DATE: 

RECEIVED
JUN 30 2008
JOINT FISCAL OFFICE
STATE OF VERMONT  
REQUEST FOR GRANT ACCEPTANCE  
(use additional sheets as needed)  
FORM AA-1  
(Rev. 9-90)

1. Agency: Vermont Agency of Agriculture, Food & Markets  
2. Department: Vermont Agency of Agriculture, Food & Markets  
3. Program: Mobile Poultry Slaughterhouse  
4. Legal Title of Grant: N/A  
5. Federal Catalog No.: N/A  
6. Grantor and Office Address: Castanea Foundation, Inc.  
P.O. Box 64  
Montpelier, VT 05601

7. Grant Period: From: 05-20-2008 To: 12-31-2008

8. Purpose of Grant: To assist in completing the construction of a mobile poultry slaughterhouse.

9. Impact on Existing Programs if Grant is not Accepted:  
The bid for the construction of the mobile poultry slaughterhouse came in higher than the FY2008 budgeted amount. If the grant is not accepted, the construction could not be completed.

10. Budget Information: (1st State FY) (2nd State FY) (3rd State FY)  

<table>
<thead>
<tr>
<th>EXPENDITURES:</th>
<th>FY 2009</th>
<th>FY 2010</th>
<th>FY 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Services</td>
<td>$10,000.00</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Grants</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$10,000.00</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

| REVENUES: |
| State Funds: |
| Cash | $ | $ | $ |
| In-Kind | $ | $ | $ |

| Federal Funds: |
| (Direct Costs) | $ | $ | $ |
| (Statewide Indirect) | $ | $ | $ |
| (Department Indirect) | $ | $ | $ |

| Other Funds: (source) Castanea Foundation, Inc. |
| $10,000.00 | $ | $ |
| $ | $ | $ |
| TOTAL | $10,000.00 | $ | $ |

Grants will be allocated to these appropriation expenditure accounts  
Appropriation Nos. | Amounts  
DEPTID 2200030000 | $10,000.00  
FUND 21889 |  
PROGRAM 26853 |
11. Will grant monies be spent by one or more personal service contracts?

[X] YES  [ ] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

12a. Please list any requested Limited Service Positions:

<table>
<thead>
<tr>
<th>Titles</th>
<th>Number of Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTAL

12b. Equipment and space for these positions:

[ ] Is presently available.

[ ] Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

14. Action by Governor:

[ ] Approved

[ ] Rejected

15. Secretary of Administration:

[ ] Request to JFO

[ ] Information to JFO

16. Action by Joint Fiscal Committee:

[ ] Request to be placed on JFC agenda

[ ] Approved (not placed on agenda in 30 days)

[ ] Approved by JFC

[ ] Rejected by JFC

[ ] Approved by Legislature

(Signature)  (Date)
TO: Mike Smith, Secretary of Administration and Jim Reardon, Commissioner of Finance and Management
FROM: Toni Hartrich, Budget and Management Analyst
DATE: 6/16/08
SUBJECT: Grant Acceptance Request from the Agency of Agriculture, Food and Markets

Enclosed is the Agency of Agriculture Food and Markets request for acceptance of a grant of $10,000.00 from The Castanea Foundation to cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit. There are no positions requested for this grant.

I am recommending approval of this grant request.
MEMORANDUM

To: Mike K. Smith, Secretary of Administration
From: Anson Tebbetts, Deputy Secretary of Agriculture
Re: Mobile Poultry Unit
Date: May 9, 2008

On April 2, 2008, the Agency of Agriculture received your approval for a sole source contract with Brothers Body and Equipment, LLC to design and build the mobile poultry processing unit.

The original bid was $149,999. After a period of negotiation and re-design, the cost was reduced to $92,999 which is still a little higher than the $80,000 that was approved. We have $80,000 of special fund dollars in our FY2008 budget and have received private funding of $10,000. The remaining $3,000 would come from our general fund appropriation for FY2009.

If you have any questions, please let me know.

APPROVED

Secretary of Administration

Date 5/21/08
May 20, 2008

Anson Tebbetts  
Deputy Secretary  
Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, Vermont 05620-2901

Dear Anson,

On behalf of the Board of Directors of the Castanea Foundation, Inc., I am pleased to inform you that Castanea Foundation has approved a $10,000 grant to the Vermont Agency of Agriculture to assist it in completing the construction and purchase of a mobile poultry slaughterhouse in furtherance of preserving significant agricultural lands within the State.

As you know, Castanea Foundation, Inc. is interested in supporting the Agency of Agriculture’s efforts to preserve the State’s working landscape and significant agricultural lands by enhancing Vermont’s farm economy through investments in agricultural infrastructure. This grant will enable the Agency to reduce the resources that it would otherwise be required to expend to discharge this important State function. The State-inspected mobile facility is of particular interest to Castanea because it has the potential to preserve valuable agricultural lands within the State by strengthening new and existing markets for Vermont poultry products.

Please be advised that no part of this grant may be used for the benefit of any private donor, political campaign, or to support or influence legislation of any governmental body other than making available the results of nonpartisan analysis, study and research. In addition, none of the grant funds shall be awarded to a secondary grantee without the express permission of Castanea Foundation, Inc.

In order for us to remain informed on how the grant is used, we would like to request a brief written report in six months updating us on project developments.

It has been a pleasure working with you and we look forward to hearing how things progress.

Regards,

Tim Storrow

Executive Director  
Castanea Foundation, Inc.
MEMORANDUM

To: Toni Hartrich
From: Mary Morrison
Date: 6/3/2008
Re: AA-1 - Castanea Foundation

Here is the AA-1 for acceptance of a grant from the Castanea Foundation, Inc.. Let me know if you need more.

Thanks.
Castanea Foundation, Inc.

Mission Statement

The mission of the Castanea Foundation, Inc. is to conserve and protect agriculturally productive and environmentally significant lands and water resources throughout Vermont and select areas of New York. The Foundation particularly emphasizes conservation projects that promote economically viable and environmentally sound farm enterprises. The Foundation’s underlying belief is that the health of the region’s agriculture is essential to the future health of rural communities in Vermont and New York.

The Foundation undertakes projects directly in support of its mission, and works collaboratively with landowners and state and local partners to achieve its goals. The Foundation does not accept unsolicited grant proposals.

Geographic Focus

The Foundation operates throughout the State of Vermont, with a priority given to projects in the watershed of Lake Champlain and Southwestern, Vermont and Hoosick River and Batten Kill watersheds of Washington and northern Rensselaer Counties, New York.

Goals

- Increase the amount of conserved land in the region
- Increase the number of economically viable and environmentally sustainable farms
- Strengthen the local and regional food economy via direct connections between the producer and the consumer
The poultry unit is needed to service small Vermont poultry producers, because of the unavailability of poultry slaughter facilities within the State. The mobile poultry unit will serve small poultry farmers in Vermont. The unit should be ready sometime in October 2008.

Michael Mitchell
Vermont Agency of Agriculture
Compliance Investigator
116 State Street
Montpelier, Vermont 05620-2901
Fax:(802)-828-5983
Office:(802) 828-2426
mike.mitchell@state.vt.us

CONFIDENTIALITY NOTICE: This email may contain confidential, legally privileged information intended only for the named recipient. If you are not the intended recipient, note that disclosure, copying, distribution or taking any action in reliance on the contents of this information, except its delivery to the intended recipient, is strictly prohibited. If you have received this email in error, please contact the sender immediately and delete this message.