

STATE OF VERMONT JOINT FISCAL OFFICE

### MEMORANDUM

To:James Reardon, Commissioner of Finance & ManagementFrom:Nathan Lavery, Fiscal AnalystDate:May 4, 2009

Subject: JFO #2374 & #2375

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

JFO #2374 — \$20,000.00 grant from the State Justice Institute to the Judiciary. These grant monies will support the education of court managers and supervisors by funding the annual court manager college, including a partnership with the National Association of Court Managers (NACM). [*JFO received 4/03/09*]

JFO #2375 — \$574,780.00 grant from the U.S. Department of Labor to the Vermont Department of Labor. These grant funds will be used to provide job training to female offenders re-entering the workforce. [*JFO received 4/03/09*]

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: Robert Greemore, Acting Court Administrator Patricia Moulton Powden, Commissioner

## STATE OF VERMONT GRANT ACCEPTANCE FORM

JFO 2375

#### DATE: February 25, 2009

DEPARTMENT: Department of Labor

GRANT/DONATION (brief description and purpose): Federal funds will be used to provide job training to female offenders re-entering the workforce.

GRANTOR/DONOR: U.S. Department of Labor

GRANT PERIOD: 2/01/09-03/30/10

AMOUNT/VALUE: \$574,780

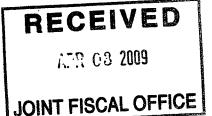
POSITIONS REQUESTED (LIMITED SERVICE): None

ANY ON-GOING, LONG-TERM COSTS TO THE STATE: None

COMMENTS:

DEPT. FINANCE AND MANAGEMENT: SECRETARY OF ADMINISTRATION: SENT TO JOINT FISCAL OFFICE:

(INITIAI (INITIAL (DATE)



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

. Agency:	Department of Labor			
2. Department:		······································		· · · · · · · · · · · · · · · · · · ·
	i		· · · · ·	
3. Program:	Meeting Women Where	They Are		
	Weeting women where			
4. Legal Title of Grant:	Earmark			
5. Federal Catalog #:	17.261			
5. Federal Catalog $\pi$ .	117.201	· · · · · · · · · · · · · · · · · · ·		······································
6. Grant/Donor Name and	Address			
Department of Labo				
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/. Grant i chou.	<u>UIII.</u> <u><u><u><u></u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u></u></u>			N N N
8. Purpose of Grant:		······································		·· ·· ·· ·
This is a female offe	ender re-entry grant. Incard	cerated women at the NV	VSCF (St Albans)	will receive skill an
interest assessments	, be provided occupational	training receive life su	mort services and	ultimately be place
	, be provided occupational	training, receive me su	pport services and	utilitately be placed
in jobs.		,		<u></u>
9. Impact on existing prog	res are not availabe for a s	lea:	m nor ore custer	in place
		accessia re-entry progra		
10. BUDGET INFORMAT	<u> 10N</u>			
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2009	<b>FY</b> 2010	FY	
Personal Services	\$72,963	\$148,138	\$	
Operating Expenses	\$5,059	\$10,273	\$	
Grants	\$84,587	\$253,760	\$	
Tot		\$412,171	\$	. `
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	<u> </u>	\$	
		<del>_</del>		
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$144,369	\$375,137	\$	
(Statewide Indirect)	\$	\$	\$	
(State WILL HILLICOL)	\$18,240	\$37,034	\$	
(Departmental Indirect)	ψ10,2-τ0	ψστ,σστ	Ψ	
(Departmental Indirect)				· · · ·
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Other Funds:	\$	\$	<u>\$</u> \$	
Other Funds: Grant (source )	\$162,609	\$412,171	\$	
Other Funds:	\$162,609			
Other Funds: Grant (source ) Tot	\$162,609	\$412,171 \$412,171	\$ \$	
Other Funds: Grant (source ) Tot Appropriation No:	\$162,609 (al \$162,609)	\$412,171	\$ \$ \$	
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Other Funds: Grant (source ) Tot Appropriation No: 4	\$162,609 al \$162,609 10050000	\$412,171 \$412,171 Amount:	\$ \$ \$353,679 \$221,101 \$ \$	

Department of Finance & Management Version 1.3\_10/21.08

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Page 1 of 3

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

	SONAL SERVICE IN		· · · ·
		rant be used to fund one or more Personal Service Contracts? 🗌 Yes	
If "Y	es", appointing authorit	y must initial here to indicate intent to follow current competitive bidding	process/policy.
Ann	ointing Authority Name	: Agreed by: (initial)	
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12. I	imited Service		
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10	Total Positions		
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13. 4	AUTHORIZATION AC	GENCY/DEPARTMENT	 
	ify that no funds	Signature: Antina TILL Palla	Date:
	been expended or	fallin Tall	1/20/2009
	nitted in anticipation	Title: Patricia Moulton Powden	
	nt Fiscal Committee	<u>Gianatana</u>	Data
Appro	oval of this grant:	Signature:	Date:
		-Tr'41	· · · · · · · · · · · · · · · · · · ·
	•	Title:	
14. 4	ACTION BY GOVERN	OR	
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	Deinsted	(Governor's signature)	Date: 1
	Rejected		
15.8	ECRETARY OF ADV		
	Check One Box:	Fonda P Mccents 3/	18/09
Ľ	Request to JFO		
	Information to JFO	(Secretary's signature or designee)	Date:
16.1	DOCUMENTATION R	EQUIRED	
		Required GRANT Documentation	
R	Lequest Memo	Request Memo	
	Dept. project approval	Dept. project approval (if applicable)	· •
	oplicable)	Notice of Donation (if any)	
	Notice of Award	Grant (Project) Timeline (if applicable)	
	Grant Agreement Grant Budget	Request for Extension (if applicable)	
		End Form AA-1	
		End Form AA-1	<u> </u>

& asked VDOL how this WORK Susanowill be carried but & Tom Druse Sent mei in response - D

#### I. TECHNICAL PROPOSAL

#### 1. Abstract

"Meeting Women Where They Are" (Vermont's Female Offender Re-Entry Program) will serve approximately 200 women. One hundred seventy-five of the women will enroll in occupational skill training. Of these, 150 will be placed in transitional employment and 125 will be placed in permanent jobs. Many of the women have no long term connection to the labor market and have not developed marketable job skills. The vast majority are single parents with 76% of their children under the age of 12. Many have substance abuse challenges.

Individuals will be identified, interviewed, assessed for skills, interests and support service needs and provided training opportunities in the Northwest State Correctional Facility (NWSCF) in St. Albans. This is where all female offenders will be housed as of January 2009. Training may include such areas as construction skills through building modular homes, food preparation, horticulture, auto mechanics and body repair. Training begun at NWSCF may be continued post release at such facilities as Vermont's technical education centers or Community College of Vermont. Additional training areas will also be identified and pursued. A skills portfolio will be developed for each woman in training.

A system of support will be developed based on the needs of individuals. Safe housing, childcare, transportation, counseling, mentoring and medical/dental/vision services are essential elements of this system.

Although the ultimate goal is self sufficiency, many of the women will first experience transitional employment, often subsidized through the Workforce Investment Act or their public assistance grant, as part of their overall training. This will allow them to better develop their work skills while establishing an on-going connection to the labor force.

"Meeting Women Where They Are" is a multi-agency/organization project. Among the organizations involved are the Vermont Departments of Labor and Corrections, Vermont Works for Women, Vermont Student Assistance Corporation and Vocational Rehabilitation. Several cross-agency staff trainings will occur including, among others, gender responsiveness, Career Decision Facilitation training, the effects of trauma, Bridges Out of Poverty, and disabilities awareness.

#### C. Individuals to be Served

- a. Description Who will be trained?
  - The project will provide in-depth services to at least 200 female offenders over the grant period although many more female offenders will feel the effects of this project. On average, the cost per person will be approximately \$2,875 although more will be spent on some and less will be spent on others.
  - There are no additional eligibility criteria other than the individuals are female offenders; however, it is important to note that many, if not most, of the women will have disabilities. All female offenders (all of whom will be housed at the Northwest Correctional Facility) will have access to this program.

#### b. Rationale for Selection

- As previously referenced, up until the second quarter of FY'07, the rate of female incarceration had risen dramatically. According to Corrections' records, from 2001 through 2007, the number of women incarcerated more than doubled. There has been a leveling off of the numbers with no appreciable decrease.
- The needs of female offenders are complex and multiple. Identifying educational and job skill deficits (including pre-employment and occupational skills) and providing needed training while meeting personal survival needs such as safe housing, food, a medical home, clothing, counseling, childcare, and transportation require labor intensive services.

#### B. Major Project Components

Component	Activity (What)	Location (When &	Delivery	Responsible
•		Where)	Method (How)	Partner (Who)
Staff Training	Gender Responsive- ness; Career Decision Facilitation; Effects of Trauma; Bridges Out of Poverty; Disabilities	Montpelier St. Albans Burlington Waterbury First and second	Classroom VT Interactive Television (VIT) On-line/Web-	VDOL VSAC Corrections National Institute of Corrections (NIC) VWW
Participant Outreach/ Enrollment	Awareness Recruitment Assessment	quarters St. Albans Brattleboro On-going	based Visits to both St. Albans and Brattleboro sites	VR Corrections/CHSVT VWW VR
Pre- employment Skills Training	Basic Literacy Skills, Soft Skills Self-Advocacy Career Awareness Life Skills/Habits of Mind	St. Albans Brattleboro At Release Sites Shortly after assessment	Classes given at both St. Albans and Brattleboro sites Additional classes given at Release Sites	VWW VDOL VSAC CHSVT
Occupational Skills Training	Occupational training (technical)	St. Albans Brattleboro At Release Sites After assessment On-going	Small classes given, WE, OJT	Instructors at NWSCF External training providers such as technical education centers Community College of VT
Employer Outreach	Identify future work sites for both transitional and permanent jobs	Burlington Rutland Barre/Montpelier St. Albans Brattleboro On-going	Face to face contact and by phone	VDOL VWW VR
Placement: • Transitional • Permanent	On-site job placement WIA, WE/OJT	Vermont Post-training	Through job developers	VWW VDOL VR
Follow-up and Support	Mentoring Provision of support services	Vermont After placement	Through staff follow up	VWW, VDOL, P & P, VR
Evaluation	Final Report	Vermont At end of project	Written Report	VDOL

Note: Staff training will occur in such areas as Career Decision Facilitation, Gender Responsiveness, the effects of trauma, Bridges Out of Poverty, and disabilities awareness. Staff from Corrections, Community High School of Vermont, VWW, VDOL, VR, and VSAC will participate.

#### 5. Project Outcomes

#### A. Performance Measures and Planned Outcomes

Project Components/		Planned Level of Outcomes
Performance Measure	Measure Definition Formula	_
Staff Training	Number of staff participating in one or more trainings.	50
	Number of departments participating in trainings as indication of cross- agency buy-in.	5+
Participant Outreach	Number of women going through the assessment process offered through the facility's Career Resource Center.	200 assessed; 175 skill portfolios begun
Pre-employment Skills Training	Number of women enrolled in the CHSVT (% of total).	50 out of 200 (25%)
	Number of women participating in soft- skill/life-skill training (% of total).	150 out of 200 (75%)
	Number of women participating in Habits of Mind (% of total)	175 out of 200 (88%)
Occupational Skills Training	Number of women enrolled in occupational skills training (% of total)	175 out of 200 (88%)
	Number of and types of occupational areas in which women are participating.	10 types to be gathered and listed.
Employer Outreach	Number of employers willing to participate in either the training or hiring of female offenders.	50
	Number of employers willing to convince peers to participate.	35
Placement: Transitional Permanent	Number of women placed in transitional employment (% of total in occupational skills training).	150 out of 175 (86%)
• • •	Number of women placed in permanent jobs, unsubsidized (% of total in transitional employment).	125 out of 150 (83%)
Follow-Up Support	Number of women supported during transitional and/or permanent employment.	150 out of 150 (100%)
	Number of organizations involved with follow-up support/types of services.	4
Evaluation	Report written.	Report written on time.

U.S. DEPARTMENT OF LABOR EMPLOYMENT AND TRAINING ADMINIS	STRATION	GRANT / AGREEMENT NOTIFICATION OF AWARD/OBLIGATION
Under the authority of the Workforce Inve between the above named Grantor Agence entitled - Vermont's Female Offender Re	cy and the following	
Name & Address of Awardee: VT DEPARTMENT OF LABOR 5 GREEN MOUNTAIN DRIVE P.O. BOX 488 MONTPELIER, VERMONT 05601-0488	CFDA #: 17.261 Accounting Cod	3-5PR03-000 \$574,780.00
The Period of Performance shall be from F Total Government's Financial Obligation is Payments will be made under the Paymen drawn down by the awardee on an as need n performing its responsibilities under this assures that it will fully comply with the follo subsequent amendments: <u>Jniform Administrative Requirements:</u> 29 CFR Part 97, for State/Local Governme 29 CFR Part 95, for Institutions of Higher E and Commercial Organizations. <u>Cost Principles:</u> DMB Circular A-87, for State/Local Govern DMB Circular A-21, for Institutions of Higher 18 CFR Part 31. <u>Dther Requirements (As Applicable):</u> 29 CFR Part 96 and 99, Single Audit Act 29 CFR Part 93, Lobbying Certification	\$574,780.00 (unle ts Management Sy ded basis covering grant agreement, to owing regulations a ents and Indian Trib Education, Hospital ments and Indian er Education; OR zations.	ss other wise amended). stem, and can be automatically a forty-eight (48) hour period. he awardee hereby certifies and and cost principles, including any es; OR s and other Non-Profit Organizations
29 CFR Part 37, Nondiscrimination and Eq 29 CFR Part 98, Debarment and Suspensi 20 CFR Part 652 et al., Workforce Investm Wagner-Peyser Act	on; Drug Free Wor ent Act	kplace
29 CFR Part 37, Nondiscrimination and Eq 29 CFR Part 98, Debarment and Suspensi 20 CFR Part 652 et al., Workforce Investm Vagner-Peyser Act Grant Award Document, Parts I through IV The awardee's signature below certifies ful above stated grant regulations and certifica	on; Drug Free Wor ent Act , and attachments. I compliance with a ations, and that this	kplace Il terms and conditions as well as the document has not been altered.
29 CFR Part 37, Nondiscrimination and Eq 29 CFR Part 98, Debarment and Suspensi 20 CFR Part 652 et al., Workforce Investm Wagner-Peyser Act Grant Award Document, Parts I through IV The awardee's signature below certifies ful above stated grant regulations and certifica Signature of Approving Official - AWARDE 02/19/2009	on; Drug Free Wor ent Act , and attachments. I compliance with a ations, and that this	kplace Il terms and conditions as well as the document has not been altered. of Approving Official - <i>DOL / ETA</i>
29 CFR Part 37, Nondiscrimination and Eq 29 CFR Part 98, Debarment and Suspensi 20 CFR Part 652 et al., Workforce Investm Wagner-Peyser Act Grant Award Document, Parts I through IV The awardee's signature below certifies ful above stated grant regulations and certifica Signature of Approving Official - AWARDE	on; Drug Free Wor ent Act , and attachments. I compliance with a ations, and that this	kplace Il terms and conditions as well as the document has not been altered.

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-	Grant Program Function	Catalog of Federal Domestic Assistance		Estimated Uno	bligated Funds					evised Budgel		
	or Activity (a)	Number (b)		Federal (c)	Non-F			Federal . (e)		n-Federal		Total · (g)
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5. Totals		·····	\$		\$	-	\$	574,780.00	\$	-	\$	574,780.0
		· · ·		SECTION B	- BUDGET C	TEGORIE	S					
. Obj	ect Class Categories		{ <u> </u>	(1)			TPROG	RAM, FUNCTION OR A		(4)	- <u>-</u>	(5)
·	a. Personnel	<u> </u>	\$	167,500.80			\$	9	\$		\$	167,500.8
	b. Fringe Benefits	• • •	<u> </u>	53,600.26						• •		53,600.2
•	c. Travel	· · ·	<u> </u>	4,094.42				-		••• -		4,094.4
, ,	d. Equipment	•	<del>  .</del>			•	·	<u>.</u>				
	e. Supplies	· · ·	1.	4,900.00			1	· -	•	-		4,900.0
	f. Contractual	· · ·		338,347.00		-		· · -		· -	1.	338,347.0
	g. Construcțion	• • • •	1		•		1			-		
	h. Other		1	6,337.52				-				6,337.5
 !	i. Total Direct Charges (sum	of 8a - 6h)	\$	574,780.00	S.	. <u>-</u>	\$	. · _	\$	-	\$	574,780.0
·i	Indirect Charges	• • •	1	•		 •					1	-
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Budget-1

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Name of Grantee Organization		Pt	inding Pe	ntod
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Amount Awarded		# of Months	in here	36
<b>\$</b> 574,780		•	,	
Object Class Category (a.): PERSONNEL			ji karaya	
	1 <u>8</u> 1	с.	D 1	E
Position	% of	Monthly	# of	Cost
	Time	Salary/Wage	Months	· · · ·
1. Grant Manager	20.00%			\$ 13,636.80
2. Administrative Assistant	20.00%			\$ 6,998.40
a. Fiscal Accountant	30.00%			\$ 10,497.60
4. VDOL Staff		\$ 2,841.00		\$ 68,184.00
5. VDQL Staff		<u>\$2,841,00</u>		\$ 68,184.00
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Budget - 3

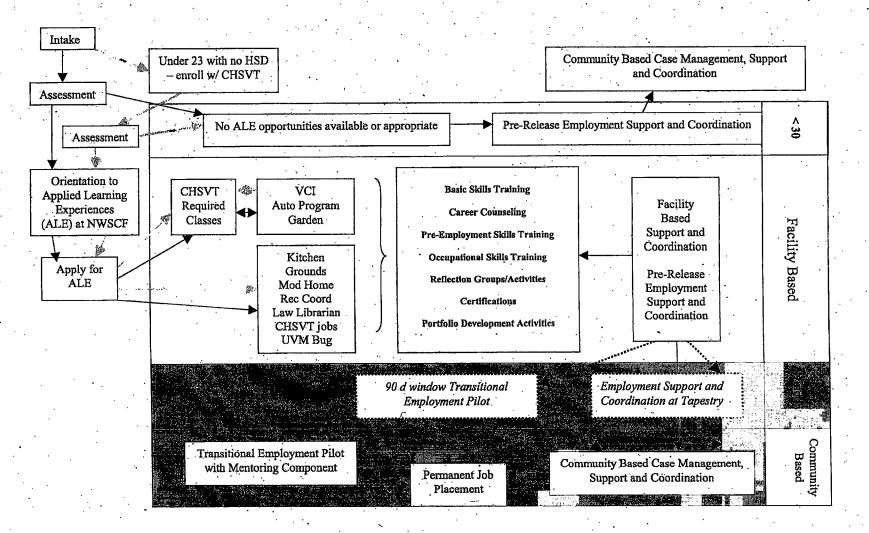
Object Class Category (f.): CONTRACTUAL	
A	В
Brief Description	Cost
1. Vermont Department of Corrections	\$ 66,092.0
2. Vermont Works for Women	257,005.0
3. Vermont Student Assistance Corporation	10,000.0
4. Vocational Rehabilitation	5,250.0
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TOTAL CONTRACTUAL \$

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Budget - 8

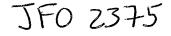
### **Services Flow Chart**



# C. Work Schedule

Project	Thele/A - the ter		Yea	ar 1		·,	Yea	ar 2	• •	Staff /
Component	Task/Activity	_Q1	Q2	Q3	Q4	Q5	Q6	<sup>.</sup> Q7	Q8	Organization Responsible
Staff Training	Provide cross-agency training in: Gender Responsiveness, Career Decision Facilitation, Trauma, Bridges Out of Poverty	x	X		•					Corrections VWW NIC VSAC VDOL VR
Participant Outreach	All women entering NWSCF will be assessed by staff in the facility's Career Center. Interests and skills will be identified and referrals to training, services and/or a facility job will take place.	x	X	X	X	x	X	X		Corrections/ CHSVT VWW VR
Pre-empløy- ment Skills Training	Participants, as needed, will receive pre- occupational skills training in soft skills, self-advocacy, career decision making, lifeskills/Habits of Mind.	x	X	x	x	x	x	x		VWW VDOL VSAC
Occupa- tional Skills Training	Participants will participate in occupation-specific skills training depending on their interests and aptitudes.		x	x	x	x	x	x		Corrections Instructors External education providers such as tech centers and/or CCV.
Employer Outreach	Contact will be made with employers who would either serve as sites for transitional employment and/or permanent employment.	x	x	x	x	x	x	x	•	VDOL VWW VR
Placement in transitional jobs or permanent jobs.	Individuals may be placed in transitional jobs as part of their overall training plan or permanent jobs as appropriate. They may access WIA activities and services.			x	x	x	x	x	x	VDOL VWW VR
Follow-up and support	Participants receive mentoring and/or support services			x	x	x	x	x	x	VWW VDOL P&P,VR
Evaluation	Analyze results and write report.							<u></u>	X.	VDOL

## STATE OF VERMONT GRANT ACCEPTANCE FORM



#### DATE: February 25, 2009

DEPARTMENT: Department of Labor

GRANT/DONATION (brief description and purpose): Federal funds will be used to provide job training to female offenders re-entering the workforce.

GRANTOR/DONOR: U.S. Department of Labor

GRANT PERIOD: 2/01/09-03/30/10

AMOUNT/VALUE: \$574,780

POSITIONS REQUESTED (LIMITED SERVICE): None

ANY ON-GOING, LONG-TERM COSTS TO THE STATE: None

COMMENTS:

DEPT. FINANCE AND MANAGEMENT: SECRETARY OF ADMINISTRATION: SENT TO JOINT FISCAL OFFICE:

(INITIAL (INITIAL) (DATE)



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

. Agency:	Department of Labor			
2. Department:		······································		
3. Program:	Meeting Women Where	They Are		
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4. Legal Title of Grant:	Earmark			
5. Federal Catalog #:	17.261	· · · · ·		<u>.</u>
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6. Grant/Donor Name and				
Department of Lab			V0010	· · · · ·
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8. Purpose of Grant:	San dan na sinter anna ta Tarra	anotad maman at the NTI	VECE (Ct Albana)	will receive skill or
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	s, be provided occupational	training, receive life suj	oport services and	unimately be place
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9. Impact on existing prog	gram if grant is not Accept irces are not availabe for a s	ieu. Niccessful re entry progra	m nor are system	is in place
		succession re-end y progra		<u>15 m prave.</u>
10. BUDGET INFORMA				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2009	<b>FY</b> 2010	<u>FY</u>	· · · · · · · · · · · · · · · · · · ·
Personal Services	\$72,963	\$148,138	<u> </u>	· · · · · · · · · · · · · · · · · · ·
Operating Expenses	\$5,059	\$10,273	\$	
Grants	\$84,587	\$253,760	\$	
То	tal \$162,609	\$412,171	\$	· · ·
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$ ·	\$	· · · · · · · · · · · · · · · · · · ·
			· · · · · · · · · · · · · · · · · · ·	
Federal Funds:	\$	۵	. \$	.   .
(Direct Costs)	\$144,369	\$375,137	\$	
	\$	\$	\$	
(Statewide Indirect)				1 .
(Statewide Indirect) (Departmental Indirect)		\$37,034	\$	
(Departmental Indirect)	\$18,240	\$37,034		
(Departmental Indirect) Other Funds:	\$18,240	\$37,034	\$	
(Departmental Indirect) Other Funds: Grant (source )	\$18,240 \$ \$ \$162,609	\$37,034 \$ \$412,171	\$ \$	
(Departmental Indirect) Other Funds: Grant (source )	\$18,240	\$37,034	\$	
(Departmental Indirect) Other Funds: Grant (source ) To	\$18,240 \$ \$ \$162,609	\$37,034 \$ \$ \$412,171 \$412,171	\$ \$ \$	
(Departmental Indirect) Other Funds: Grant (source ) To Appropriation No:	\$18,240 \$ \$162,609 \$162,609	\$37,034 \$ \$412,171	\$ \$ \$ \$	
(Departmental Indirect) Other Funds: Grant (source ) To Appropriation No:	\$18,240 \$ \$162,609 tal \$162,609 410050000	\$37,034 \$ \$ \$412,171 \$412,171	\$ \$ \$ \$353,679	
(Departmental Indirect) Other Funds: Grant (source ) To Appropriation No: 2	\$18,240 \$ \$162,609 \$162,609	\$37,034 \$ \$ \$412,171 \$412,171	\$ \$ \$ \$353,679 \$221,101	
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(Departmental Indirect) Other Funds: Grant (source ) To Appropriation No: 2	\$18,240 \$ \$162,609 tal \$162,609 410050000	\$37,034 \$ \$412,171 \$412,171 <b>Amount:</b>	\$ \$ \$ \$353,679 \$221,101 \$ \$	

Page 1 of 3

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

·	······································			
PERSONAL SERVICE IN	FORMATION			
		e or more Personal Service ( cate intent to follow current c		⊠ No process/policy.
Appointing Authority Name	Agreed by:	(initial)	•	
12. Limited Service				
<b>Position Information:</b>	# Positions	Title		
· · · ·		· · · ·	· · · · · · · · · · · · · · · · · · ·	· · ·
· · · · ·				
· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·		· · · · · · · · · · · · · · · · · · ·	
Total Positions			·······	
	for those	presently available.	n be obtained with a	voilable funda
12a. Equipment and space positions:				
13, AUTHORIZATION 40				
I certify that no funds have been expended or	Signature:	NIF Falm	×	Date: 1/20/2009
committed in anticipation Title: Patricia Moulton Powden of Joint Fiscal Committee				
Approval of this grant:	Signature:			Date:
	Title:			
14. ACTION BY GOVERY	XOR		· · ·	
Check One Box: Accepted	Amo I	2		3/24/09
Rejected	(Governor's signature)	$\bigcirc$		Date: 1
15. SECRETARY OF ADM	INISTRATION			
Check One Box: Request to JFO	Long	da P Micents	3/	18/09
Information to JFO	(Secretary's signature			Date:
16. DOCUMENTATION	REQU <b>IR</b> ED			
	· · · · · · · · · · · · · · · · · · ·	GRANT Documentation		
Request Memo	Request Memo		<u></u>	
Dept. project approval	Dept. project appro			
(if applicable)	Notice of Donation		· · · ·	
Notice of Award		eline (if applicable)		
Grant Agreement	Request for Extensi	on (if applicable)	· .	
	Tr.	nd Form AA-1		·
· · · · · · · · · · · _ = · _ · _	E	<u>іц гогій Ад-1</u>		

Q asked VOOL hour this WORK will be carried but & Tom Druse Sent this in response - D Susanno-

#### I. TECHNICAL PROPOSAL

#### 1. Abstract

"Meeting Women Where They Are" (Vermont's Female Offender Re-Entry Program) will serve approximately 200 women. One hundred seventy-five of the women will enroll in occupational skill training. Of these, 150 will be placed in transitional employment and 125 will be placed in permanent jobs. Many of the women have no long term connection to the labor market and have not developed marketable job skills. The vast majority are single parents with 76% of their children under the age of 12. Many have substance abuse challenges.

Individuals will be identified, interviewed, assessed for skills, interests and support service needs and provided training opportunities in the Northwest State Correctional Facility (NWSCF) in St. Albans. This is where all female offenders will be housed as of January 2009. Training may include such areas as construction skills through building modular homes, food preparation, horticulture, auto mechanics and body repair. Training begun at NWSCF may be continued post release at such facilities as Vermont's technical education centers or Community College of Vermont. Additional training areas will also be identified and pursued. A skills portfolio will be developed for each woman in training.

A system of support will be developed based on the needs of individuals. Safe housing, childcare, transportation, counseling, mentoring and medical/dental/vision services are essential elements of this system.

Although the ultimate goal is self sufficiency, many of the women will first experience transitional employment, often subsidized through the Workforce Investment Act or their public assistance grant, as part of their overall training. This will allow them to better develop their work skills while establishing an on-going connection to the labor force.

"Meeting Women Where They Are" is a multi-agency/organization project. Among the organizations involved are the Vermont Departments of Labor and Corrections, Vermont Works for Women, Vermont Student Assistance Corporation and Vocational Rehabilitation. Several cross-agency staff trainings will occur including, among others, gender responsiveness, Career Decision Facilitation training, the effects of trauma, Bridges Out of Poverty, and disabilities awareness.

- C. Individuals to be Served
  - a. Description Who will be trained?
    - The project will provide in-depth services to at least 200 female offenders over the grant period although many more female offenders will feel the effects of this project. On average, the cost per person will be approximately \$2,875 although more will be spent on some and less will be spent on others.
    - There are no additional eligibility criteria other than the individuals are female offenders; however, it is important to note that many, if not most, of the women will have disabilities. All female offenders (all of whom will be housed at the Northwest Correctional Facility) will have access to this program.
  - b. Rationale for Selection
    - As previously referenced, up until the second quarter of FY'07, the rate of female incarceration had risen dramatically. According to Corrections' records, from 2001 through 2007, the number of women incarcerated more than doubled. There has been a leveling off of the numbers with no appreciable decrease.
    - The needs of female offenders are complex and multiple. Identifying educational and job skill deficits (including pre-employment and occupational skills) and providing needed training while meeting personal survival needs such as safe housing, food, a medical home, clothing, counseling, childcare, and transportation require labor intensive services.

#### B. Major Project Components

١.

Component	Activity (What)	Location (When &	Delivery	Responsible
•		Where)	Method (How)	Partner (Who)
Staff Training	Gender Responsive-	Montpelier	Classroom	VDOL
	ness; Career Decision	St. Albans		VSAC
	Facilitation;	Burlington	VT Interactive	Corrections
	Effects of Trauma;	Waterbury	Television (VIT)	National Institute of
	Bridges Out of Poverty; Disabilities		On-line/Web-	Corrections (NIC)
·	Awareness	First and second quarters	based	VWW VR
Participant	Recruitment	St. Albans	Visits to both St.	Corrections/CHSVT
Outreach/	Assessment	Brattleboro	Albans and	VWW
Enrollment		Diamoboro	Brattleboro sites	VR
		On-going		
Pre-	Basic Literacy Skills,	St. Albans	Classes given at	VWW
employment	Soft Skills	Brattleboro	both St. Albans	VDOL
Skills	Self-Advocacy Career	· .	and Brattleboro	VSAC
Training	Awareness	At Release Sites	sites	CHSVT
	Life Skills/Habits	Oh a sthat a ff a s	A .1.244	
· · · · ·	of Mind	Shortly after	Additional	
		assessment	classes given at Release Sites	
Occupational	Occupational training	St. Albans	Small classes	Instructors at
Skills	(technical)	Brattleboro	given, WE, OJT	NWSCF
Training			J	External training
C C		At Release Sites		providers such
		•		as technical
		After assessment		education
				centers
•		On-going	1. A.	Community in the
				Community
Employer	Identify future	Burlington Rutland	Face to face	College of VT VDOL
Outreach	work sites for both	Barre/Montpelier	contact and by	VWW
000000	transitional and	St. Albans	phone	VR
	permanent jobs	Brattleboro	priorio	
	· · ·			
		On-going		
Placement:	On-site job placement	Vermont	Through job	VWW
Transitional	WIA, WE/OJT	<b>.</b>	developers	VDOL
Permanent	Martaira David	Post-training	<b>Thursday</b>	VR
Follow-up and	Mentoring Provision	Vermont	Through staff	VWW, VDOL,
Support	of support services		follow up	P&P, VR
Evaluation	Final Report	After placement	Written Report	VDOL
	r marrieport	VOITION		VDOL
		At end of project		

Note: Staff training will occur in such areas as Career Decision Facilitation, Gender Responsiveness, the effects of trauma, Bridges Out of Poverty, and disabilities awareness. Staff from Corrections, Community High School of Vermont, VWW, VDOL, VR, and VSAC will participate.

#### 5. Project Outcomes

#### A. Performance Measures and Planned Outcomes

Project Components/ Performance Measure	Measure Definition Formula	Planned Level of Outcomes
i ei toi mance tricasui e	Measure Definition Formula	
Staff Training	Number of staff participating in one or more trainings.	50
• • • • •	Number of departments participating in trainings as indication of cross- agency buy-in.	5+
Participant Outreach	Number of women going through the assessment process offered through the facility's Career Resource Center.	200 assessed; 175 skill portfolios begun
Pre-employment Skills Training	Number of women enrolled in the CHSVT (% of total).	50 out of 200 (25%)
	Number of women participating in soft- skill/life-skill training (% of total).	150 out of 200 (75%)
	Number of women participating in Habits of Mind (% of total)	175 out of 200 (88%)
Occupational Skills Training	Number of women enrolled in occupational skills training (% of total)	175 out of 200 (88%)
	Number of and types of occupational areas in which women are participating.	10 types to be gathered and listed.
Employer Outreach	Number of employers willing to participate in either the training or hiring of female offenders.	50
	Number of employers willing to convince peers to participate.	35
Placement: Transitional Permanent	Number of women placed in transitional employment (% of total in occupational skills training).	150 out of 175 (86%)
	Number of women placed in permanent jobs, unsubsidized (% of total in transitional employment).	125 out of 150 (83%)
Follow-Up Support	Number of women supported during transitional and/or permanent employment.	150 out of 150 (100%)
	Number of organizations involved with follow-up support/types of services.	4
Evaluation	Report written.	Report written on time.

U.S. DEPARTMENT OF LABOR EMPLOYMENT AND TRAINING ADMINIS	GRANT / AGREEMENT TRATION NOTIFICATION OF AWARD/OBLIGATION
	atment Act, this grant or agreement is entered into y and the following named Awardee, for a project Entry Program.
Name & Address of Awardee: VT DEPARTMENT OF LABOR 5 GREEN MOUNTAIN DRIVE P.O. BOX 488 MONTPELIER, VERMONT 05601-0488	Agreement #: EA-18191-09-60-A-50 CFDA #: 17.261 Accounting Code: Mod Amount: A300-LKB9-4123-5PR03-000 \$574,780.00 EIN: 030350861 DUNS #: 809376759
drawn down by the awardee on an as need In performing its responsibilities under this	
29 CFR Part 97, for State/Local Governme 29 CFR Part 95, for Institutions of Higher E and Commercial Organizations. <u>Cost Principles:</u> OMB Circular A-87, for State/Local Govern	ducation, Hospitals and other Non-Profit Organization nents and Indian Tribes;
OMB Circular A-21, for Institutions of Highe OMB Circular A-122, for Non-Profit Organiz 48 CFR Part 31. <i>Other Requirements (As Applicable):</i> 29 CFR Part 96 and 99, Single Audit Act 29 CFR Part 93, Lobbying Certification	
29 CFR Part 37, Nondiscrimination and Equ 29 CFR Part 98, Debarment and Suspensio 20 CFR Part 652 et al., Workforce Investme Wagner-Peyser Act Grant Award Document, Parts I through IV,	n; Drug Free Workplace nt Act
bove stated grant regulations and certifica	compliance with all terms and conditions as well as the ions, and that this document has not been altered.
Signature of Approving Official - AWARDE	
AUTHORIZED SIGNATURE FOR AWARDEE	DATE OF EXECUTION SIGNATURE OF GRANT OFFICER
Thomas W. Douse, Deputy Commiss	iorierB. JAI JOHNSON

BUDGET INFORMATION - Non-Construction Programs SECTION A - BUDGET SUMMARY Grant Program Catalog of Federal New or Revised Budget ۰. Estimated Unobligated Funds Function Domestic Assistance Non-Federal Non-Federal · Total Number Federal or Activity Federal • \_(1) (a) ·(b) (c) (d) (8) (a) 1. Congressional Earmark 2008 17.261 574,780.00 574,780.00 s • . ls • --. 2. ы. -\_ -. з. -• -\_ *i*. . --574,780.00 5. Fotals 574,780.00 \$ ---SECTION B - BUDGET CATEGORIES GRANT PROGRAM, FUNCTION OR ACTIVITY (3) 6.' **Object Class Categories** (4) (5) (1) (2) -· - ' 167,500.80 a. Personnal 167,500.80 s İs 53,600.26 -... b. Fringe Benefits 53,600.26 • 4,094.42 c. Travel 4,094.42 --**.** . . 4 ... -· d. Equipment . 4,900.00 e. Supplies 4,900.00 -· . .-338,347:00 f. Contractual 338,347.00 \_ ` --. g. Construction . • ---5 . 6,337.52 : • h. Other 6,337.52 -•. i. Total Direct Charges (sum of 8a - 8h) 574,780.00 -574,780.00 s s . . -۰. . -\_ j. Indirect Charges -574,780.00 k TOTALS (sum of 61 and 6 j) s -- |\$ 182 4 \$ ls . \_ s 5 7. Program Income \$ . -. .

Authorized for Local Reproduction

Previous Editions Usable

Budget-1

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

OMB Approval No. 0348 - 0044

Name of Grantee Organization		F1/1/2009	inding Per to	12/31/2011
	4			
Ameunt Awarded		# of Months		36
<u>\$</u> .574,780	):	•	.*	
Object Class Category (a.): PERSONNEL				
A	В	C .	· • • ·	E ·
Position	% of	Monthly	# of	Cost
· · · · · · · · · · · · · · · · · · ·	Time	Salary/Wage	Months	
1. Grant Manager	20.00%		24.00 \$	
2. Administrative Assistant	20.00%			
3. Fiscal Accountant     4. VDOL Staff	30.00%			
5. VDOL Staff	100:00%			
	100.00%	\$ 2,841.00 ¢		<u> </u>
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TOTAL PERSONNEL \$ 167,500.80

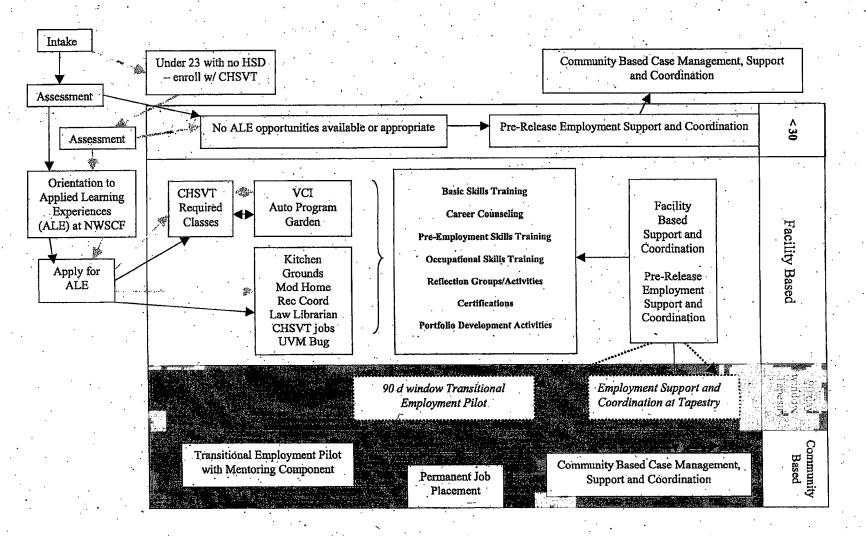
Budget - 3

Object Class Category (f.): CONTRACTUAL	Shiney and
A	В
Brief Description	Cost
1. Vermont Department of Corrections	\$ 66,092.00
2. Vermont Works for Women	257,005.00
3. Vermont Student Assistance Corporation	10,000.00
4. Vocational Rehabilitation	5,250.00
5.	
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8.	فالرجاري فليستعرج والمعارية
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TOTAL CONTRACTUAL \$ 338,347.00

Budget - 8

## **Services Flow Chart**



# C. Work Schedule

Project			Ye	ar 1		ļ	Yea	ir 2	·	Staff /
Component	Task/Activity	QI	Q2	Q3	Q4	Q5	. Q6	<sup>.</sup> Q7	Q8	Organization Responsible
Staff Training	Provide cross-agency training in: Gender Responsiveness, Career Decision Facilitation, Trauma, Bridges Out of Poverty	x	X			· ·				Corrections VWW NIC VSAC VDOL VR
Participant Outreach	All women entering NWSCF will be assessed by staff in the facility's Career Center. Interests and skills will	x	X	x	x	x	x	X		Corrections/ CHSVT VWW VR
	be identified and referrals to training, services and/or a facility job will take place.	•	. <b>A</b>		•		• •	•		
Pre-empløy- ment Skills Training	Participants, as needed, will receive pre- occupational skills training in soft skills, self-advocacy, career decision making, lifeskills/Habits of Mind.	x	x	x	x	x	X	x		VWW VDOL VSAC
Occupa- tional Skills Training	Participants will participate in occupation-specific skills training depending on their interests and aptitudes.		x	x	x	x	x	x		Corrections Instructors External education providers such as tech centers and/or CCV.
Employer Outreach	Contact will be made with employers who would either serve as sites for transitional employment and/or permanent employment.	x	x	x	x	x	x	x		VDOL VWW VR
Placement in transitional jobs or permanent jobs.	Individuals may be placed in transitional jobs as part of their overall training plan or permanent jobs as appropriate. They may access WIA activities			x	X	x	X	x	x	VDOL VWW VR
Follow-up and support	and services. Participants receive. mentoring and/or support services	·.		x	x	x	x	x	x	VWW VDOL P&P, VR
Evaluation	Analyze results and write report.								x	VDOL

### STATE OF VERMONT GRANT ACCEPTANCE FORM

JFO 2375

#### DATE: February 25, 2009

DEPARTMENT: Department of Labor

GRANT/DONATION (brief description and purpose): Federal funds will be used to provide job training to female offenders re-entering the workforce.

GRANTOR/DONOR: U.S. Department of Labor

GRANT PERIOD: 2/01/09-03/30/10

AMOUNT/VALUE: \$574,780

POSITIONS REQUESTED (LIMITED SERVICE): None

ANY ON-GOING, LONG-TERM COSTS TO THE STATE: None

COMMENTS:

DEPT. FINANCE AND MANAGEMENT: SECRETARY OF ADMINISTRATION: SENT TO JOINT FISCAL OFFICE:

(INITIAL (INITIAL) (DATE)



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

BASIC GRANT INFO	DRMAT	ION			
1. Agency:	D	eparment of Labor		· · ·	
2. Department:			· · · · · · · · · · · · · · · · · · ·		
3. Program:	N	lecting Women Where	They Are	· · ·	······································
<u> </u>					······································
4. Legal Title of Gran	t: E	armark	·······		
5. Federal Catalog #:		7.261			· · · · · · · · · · · · · · · · · · ·
	<b>b</b>		· · · · · · · · · · · · · · · · · · ·	· ·	· · · · · · · · · · · · · · · · · · ·
6. Grant/Donor Name	and Ad	dress:			
Department of	Labor				
7. Grant Period:	From	: 2/1/2009	<b>To:</b> 6/30	)/2010	
· · · · · · · · · · · · · · · · · · ·				· · · · · · · · · · · · · · · · · · ·	
8. Purpose of Grant:		· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·	······································	······································
	e offende	er re-entry grant. Incar	cerated women at the NV	VSCF (St.Albans)	will receive skill and
			training, receive life sur		
in jobs.	Ť	· ·		· · ·	
9. Impact on existing	program	if grant is not Accept	ted:	· · · ·	
			successful re-entry progra	am, nor are system	ns in place.
10. BUDGET INFOR	MATIO	\ \			
	1	SFY 1	SFY 2	SFY 3	Comments
Expenditures:		FY 2009	<b>FY</b> 2010	FY FY	Comments
Personal Services		\$72,963	\$148,138	<u> </u>	
				<u> </u>	- <u>·</u> · · · · · · · · · · · · · · · · · ·
Operating Expenses		\$5,059	\$10,273	<u> </u>	
Grants	T-4-1	\$84,587	\$253,760		
	Total	\$162,609	\$412,171	\$	
Revenues:		φ. ^		<u>Ф</u>	
State Funds:	·	\$	\$	\$	····
Cash		\$	\$	\$	
In-Kind		\$	\$ ·	\$	· · · · · · · · · · · · · · · · · · ·
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Federal Funds:		\$	<u> </u>	\$	· ·
(Direct Costs)		\$	\$375,137	\$	
(Direct Costs) (Statewide Indirect)		\$ \$144,369 \$	\$ \$375,137 \$	\$ \$	
(Direct Costs)		\$	\$375,137	\$	
(Direct Costs) (Statewide Indirect) (Departmental Indir		\$ \$144,369 \$ \$18,240	\$375,137 \$ \$37,034	\$ \$ \$\$	
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## STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1).

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PERSONAL SERVICE IN	FORMATION	
	rant be used to fund one or more Personal Service Contracts? 🗌 Yes	
If "Yes", appointing authorit	y must initial here to indicate intent to follow current competitive bidding	process/policy.
Appointing Authority Name	e: Agreed by: (initial)	
12. Limited Service		
Position Information:	# Positions Title	
·		
Total Positions		
12a. Equipment and space .positions:		available funds.
13. AUTHORIZATION A	GENCY/DEPARTMENT	
I certify that no funds	Signature: Jahn Mt Jahn	Date: 1/20/2009
have been expended or	Title: Patricia Moulton Powden	1/20/2009
committed in anticipation of Joint Fiscal Committee		
Approval of this grant:	Signature:	Date:
	Title:	
14. ACTION BY GOVER	NOR	
Check One Box: Accepted	Annit De	3/24/09
Rejected	(Governor's signature)	Date:
15. SECRETARY OF AD	$\frac{1}{100}$	
Check One Box:		
Request to JFO	Funda P Medats 3	18/09
Information to JFO	(Secretary's signature or designee)	Date:
16. DOCUMENTATION	REQUIRED	
	Required GRANT Documentation	
Request Memo	Request Memo	
Dept. project approval (if applicable)	Dept. project approval (if applicable)	
Notice of Award	Grant (Project) Timeline (if applicable)	
Grant Agreement	Request for Extension (if applicable)	
Grant Budget		· · · · · · · · · · · · · · · · · · ·
	End Form AA-1	

& asked VDOL how this WORK Susannowill be carried but & Tom Drise Sent mei in response - n

#### I. TECHNICAL PROPOSAL

#### 1. Abstract

"Meeting Women Where They Are" (Vermont's Female Offender Re-Entry Program) will serve approximately 200 women. One hundred seventy-five of the women will enroll in occupational skill training. Of these, 150 will be placed in transitional employment and 125 will be placed in permanent jobs. Many of the women have no long term connection to the labor market and have not developed marketable job skills. The vast majority are single parents with 76% of their children under the age of 12. Many have substance abuse challenges.

Individuals will be identified, interviewed, assessed for skills, interests and support service needs and provided training opportunities in the Northwest State Correctional Facility (NWSCF) in St. Albans. This is where all female offenders will be housed as of January 2009. Training may include such areas as construction skills through building modular homes, food preparation, horticulture, auto mechanics and body repair. Training begun at NWSCF may be continued post release at such facilities as Vermont's technical education centers or Community College of Vermont. Additional training areas will also be identified and pursued. A skills portfolio will be developed for each woman in training.

A system of support will be developed based on the needs of individuals. Safe housing, childcare, transportation, counseling, mentoring and medical/dental/vision services are essential elements of this system.

Although the ultimate goal is self sufficiency, many of the women will first experience transitional employment, often subsidized through the Workforce Investment Act or their public assistance grant, as part of their overall training. This will allow them to better develop their work skills while establishing an on-going connection to the labor force.

"Meeting Women Where They Are" is a multi-agency/organization project. Among the organizations involved are the Vermont Departments of Labor and Corrections, Vermont Works for Women, Vermont Student Assistance Corporation and Vocational Rehabilitation. Several cross-agency staff trainings will occur including, among others, gender responsiveness, Career Decision Facilitation training, the effects of trauma, Bridges Out of Poverty, and disabilities awareness.

- C. Individuals to be Served
  - a. Description Who will be trained?
    - The project will provide in-depth services to at least 200 female offenders over the grant period although many more female offenders will feel the effects of this project. On average, the cost per person will be approximately \$2,875 although more will be spent on some and less will be spent on others.
    - There are no additional eligibility criteria other than the individuals are female offenders; however, it is important to note that many, if not most, of the women will have disabilities. All female offenders (all of whom will be housed at the Northwest Correctional Facility) will have access to this program.
  - b. Rationale for Selection
    - As previously referenced, up until the second quarter of FY'07, the rate of female incarceration had risen dramatically. According to Corrections' records, from 2001 through 2007, the number of women incarcerated more than doubled. There has been a leveling off of the numbers with no appreciable decrease.
    - The needs of female offenders are complex and multiple. Identifying educational and job skill deficits (including pre-employment and occupational skills) and providing needed training while meeting personal survival needs such as safe housing, food, a medical home, clothing, counseling, childcare, and transportation require labor intensive services.

#### B. Major Project Components

Component	Activity (What)	Location (When &	Delivery	Responsible
	, , , , , , , , , , , , , , , , , , , ,	Where)	Method (How)	Partner (Who)
Staff Training	Gender Responsive-	Montpelier	Classroom	VDOL
	ness; Career Decision	St. Albans		VSAC
	Facilitation;	Burlington	VT Interactive	Corrections
	Effects of Trauma;	Waterbury	Television (VIT)	National Institute of
	Bridges Out of	First and second		Corrections (NIC)
	Poverty; Disabilities Awareness	First and second quarters	On-line/Web- based	VWW VR
Participant	Recruitment	St. Albans	Visits to both St.	Corrections/CHSVT
Outreach/	Assessment	Brattieboro	Albans and	VWW
Enrollment		Diatiosofo	Brattleboro sites	VR
		On-going		
Pre-	Basic Literacy Skills,	St. Albans	Classes given at	VWW
employment	Soft Skills	Brattleboro	both St. Albans	VDOL
Skills	Self-Advocacy Career		and Brattleboro	VSAC
Training	Awareness Life Skills/Habits	At Release Sites	sites	CHSVT
	of Mind	Shortly after	Additional	
		assessment	classes given at	
		assessment	Release Sites	
Occupational	Occupational training	St. Albans	Small classes	Instructors at
Skills	(technical)	Brattleboro	given, WE, OJT	NWSCF
Training				External training
		At Release Sites		providers such
	•	A61		as technical
		After assessment		education centers
		On-going		Centers
		on going		Community
				College of VT
Employer	Identify future	Burlington Rutland	Face to face	VDOL ·
Outreach	work sites for both	Barre/Montpelier	contact and by	VWW
	transitional and	St. Albans	phone	VR
	permanent jobs	Brattleboro		
	· ·	On-going		
Placement:	On-site job placement	Vermont	Through job	VWW
<ul> <li>Transitional</li> </ul>	WIA, WE/OJT		developers	VDOL
Permanent		Post-training		VR
Follow-up and	Mentoring Provision	Vermont	Through staff	VWW, VDOL,
Support	of support services	After placement	follow up	P&P,VR
Evaluation	Final Report	After placement Vermont	Written Report	VDOL
Lvaluation	r mai Nepur	Ventioni	whiten Report	VLUL
		At end of project		

Note: Staff training will occur in such areas as Career Decision Facilitation, Gender Responsiveness, the effects of trauma, Bridges Out of Poverty, and disabilities awareness. Staff from Corrections, Community High School of Vermont, VWW, VDOL, VR, and VSAC will participate.

#### 5. Project Outcomes

#### A. Performance Measures and Planned Outcomes

Project Components/ Performance Measure	Measure Definition Formula	Planned Level of Outcomes
Staff Training	Number of staff participating in one or more trainings.	50
	more dannings.	
	Number of departments participating in trainings as indication of cross- agency buy-in.	5+
Participant Outreach	Number of women going through the assessment process offered through the facility's Career Resource Center.	200 assessed; 175 skill portfolios begun
Pre-employment Skills Training	Number of women enrolled in the CHSVT (% of total).	50 out of 200 (25%)
	Number of women participating in soft- skill/life-skill training (% of total).	150 out of 200 (75%)
	Number of women participating in Habits of Mind (% of total)	175 out of 200 (88%)
Occupational Skills Training	Number of women enrolled in occupational skills training (% of total)	175 out of 200 (88%)
	Number of and types of occupational areas in which women are	10 types to be gathered and listed.
Employer Outreach	participating. Number of employers willing to	50
Employer Oureach	participate in either the training or hiring of female offenders.	
	Number of employers willing to convince peers to participate.	35
Placement: Transitional Permanent	Number of women placed in transitional employment (% of total in occupational skills training).	150 out of 175 (86%)
• • •	Number of women placed in permanent jobs, unsubsidized (% of total in transitional employment).	125 out of 150 (83%)
Follow-Up Support	Number of women supported during transitional and/or permanent	150 out of 150 (100%)
	employment. Number of organizations involved with follow-up support/types of services.	4
Evaluation	Report written.	Report written on time.

U.S. DEPARTMENT OF LABOR       GRANT / AGREEMENT NO TIFICATION OF AWARD/OBLIGATION         Under the authority of the Workforce Investment Act, this grant or agreement is entered into between the above named Grantor Agency and the following named Awardee, for a project entitled - Vermont's Female Offender Re-Entry Program.         Name & Address of Awardee:       Agreement #: EA-18191-09-60-A-50.         VT DEPARTMENT OF LABOR       CFDA #: 17.261         S GREEN MOUNTAIN DRIVE       Accounting Code:       Mod Amount: A300-LKB9-4123-5PR03-000         P.O. BOX 488       A300-LKB9-4123-5PR03-000       \$574,780.00         MONTPELIER, VERMONT 05601-0488       EIN: 030350861       DUNS #: 809376759         The Period of Performance shall be from February 01, 2009 thru January 31, 2011.       Total Government's Financial Obligation is \$574,780.00 (unless other wise amended).         Payments Will be made under the Payments Management System, and can be automatically drawn down by the awardee on an as needed basis covering a forty-eight (46) hour period.         In performing its responsibilities under this grant agreement, the awardee hereby certifies and assures that it will fully comply with the following regulations and cost principles, including an subsequent amendments:         Uniform Administrative Requirements:       29 CFR Part 97, for State/Local Governments and Indian Tribes; OR         29 CFR Part 97, for State/Local Governments and Indian Tribes;       OMB Circular A-21, for Institutions of Higher Education; OR         OMB Circular A-21, for Institutions of High		· ·		
between the above named <i>Grantor Agency</i> and the following named <i>Awardee</i> , for a project entitled - <i>Vermont's Female Offender Re-Entry Program.</i> Name & Address of Awardee: VT DEPARTMENT OF LABOR 5 GREEN MOUNTAIN DRIVE P.O. BOX 488 MONTPELIER, VERMONT 05601-0488 EIN: 030350861 DUNS # 809376759 The Period of Performance shall be from February 01, 2009 thru January 31, 2011. Total Government's Financial Obligation is \$574,780.00 (unless other wise amended). Payments will be made under the Payments Management System, and can be automatically drawn down by the awardee on an as needed basis covering a forty-eight (48) hour period. In performing its responsibilities under this grant agreement, the awardee hereby certifies and assures that it will fully comply with the following regulations and cost principles, including an subsequent amendments: Uniform Administrative Requirements: 29 CFR Part 97, for State/Local Governments and Indian Tribes; OR 29 CFR Part 95, for Institutions of Higher Education, Hospitals and other Non-Profit Organiza and Commercial Organizations. Cost Principles: OMB Circular A-87, for State/Local Governments and Indian Tribes; OMB Circular A-87, for State/Local Governments and Indian Tribes; OMB Circular A-12, for Non-Profit Organizations. 48 CFR Part 93, Lobbying Certification 29 CFR Part 93, Lobbying Certification 29 CFR Part 93, Lobbying Certification 29 CFR Part 98, Debament and Suspension; Drug Free Workplace 20 CFR Part 98, Debament and Suspension; Drug Free Workplace 20 CFR Part 98, Debament and Suspension; Drug Free Workplace 20 CFR Part 98, Debament and Suspension; Drug Free Workplace 20 CFR Part 98, Debament and Suspension; Drug Free Workplace 20 CFR Part 98, Debament and Suspension; Drug Free Workplace 20 CFR Part 98, Debament and Caul Opportunity Requirements. The awardee's signature below certifies full compliance with all terms and conditions as well a above stated grant regulations and certifications, and that this document has not been altered Signature of Approving Official -	. DEPARTMENT OF LABOR PLOYMENT AND TRAINING ADMINIST	TRATION	NOTIF	ICATION OF
AT DEPARTMENT OF LABOR       CFDA #: 17.261         GREEN MOUNTAIN DRIVE       Accounting Code:       Mod Amount:         SOR BOX 488       A300-LKB9-4123-5PR03-000       \$574,780.00         MONTPELIER, VERMONT 05601-0488       Elli: 030350861       DUNS #: 809376759         The Period of Performance shall be from February 01, 2009 thru January 31, 2011.       Total Government's Financial Obligation is \$574,780.00 (unless other wise amended).         Payments will be made under the Payments Management System, and can be automatically irawn down by the awardee on an as needed basis covering a forty-eight (48) hour period.         n performing its responsibilities under this grant agreement, the awardee hereby certifies and assures that it will fully comply with the following regulations and cost principles, including any subsequent amendments:         10.1111       Difform Administrative Requirements:         129 CFR Part 97, for State/Local Governments and Indian Tribes; OR         129 CFR Part 97, for State/Local Governments and Indian Tribes;         2018 Circular A-87, for Institutions of Higher Education, Hospitals and other Non-Profit Organizations.         205 CFR Part 93, Lobbying Certification         206 CFR Part 93, Lobbying Certification         207 CFR Part 98, Debarment and Suspension; Drug Free Workplace	veen the above named Grantor Agency	and the followi	ng named Award	
Fotal Government's Financial Obligation is \$574,780.00 (unless other wise amended).         Payments will be made under the Payments Management System, and can be automatically drawn down by the awardee on an as needed basis covering a forty-eight (48) hour period.         In performing its responsibilities under this grant agreement, the awardee hereby certifies and sesures that it will fully comply with the following regulations and cost principles, including an subsequent amendments:         Uniform Administrative Requirements:         29 CFR Part 97, for State/Local Governments and Indian Tribes; OR         29 CFR Part 95, for Institutions of Higher Education, Hospitals and other Non-Profit Organization and Commercial Organizations.         Cost Principles:         DMB Circular A-87, for State/Local Governments and Indian Tribes;         OMB Circular A-12, for Institutions of Higher Education; OR         DMB Circular A-12, for Non-Profit Organizations.         80 CFR Part 31.         Dther Requirements (As Applicable):         29 CFR Part 96, and 99, Single Audit Act         29 CFR Part 98, Debarment and Suspension; Drug Free Workplace         20 CFR Part 96.2 et al., Workforce Investment Act         Wagner-Peyser Act         3rant Award Document, Parts I through IV, and attachments.         The awardee's signature below certifies full compliance with all terms and conditions as well above stated grant regulations and certifications, and that this document has not been altered signature of Approving Official - AWARDEE	DEPARTMENT OF LABOR REEN MOUNTAIN DRIVE . BOX 488 NTPELIER, VERMONT 05601-0488	CFDA #: 17.26 Accounting Co A300-LKB9-41 EIN: 03035086	1 ode: 23-5PR03-000 1	Mod Amount:
bove stated grant regulations and certifications, and that this document has not been altered signature of Approving Official - <i>AWARDEE</i> Signature of Approving Official - <i>DOL / ET/</i>	al Government's Financial Obligation is \$ ments will be made under the Payments wn down by the awardee on an as neede erforming its responsibilities under this g ures that it will fully comply with the follow sequent amendments: <u>form Administrative Requirements:</u> CFR Part 97, for State/Local Governmen CFR Part 95, for Institutions of Higher Ed Commercial Organizations. <u>t Principles:</u> B Circular A-87, for State/Local Governmen B Circular A-87, for State/Local Governmen CFR Part 31. <u>er Requirements (As Applicable):</u> CFR Part 96 and 99, Single Audit Act CFR Part 93, Lobbying Certification CFR Part 93, Debarment and Suspension CFR Part 98, Debarment and Suspension CFR Part 652 et al., Workforce Investment pare-Peyser Act	574,780.00 (un Management S ed basis coverin grant agreement wing regulations its and Indian Tr lucation, Hospit nents and Indian Education; OR ations.	less other wise a System, and can g a forty-eight (4, the awardee he and cost princip ibes; OR als and other Nor n Tribes; Requirements orkplace	mended). be automatically 8) hour period. reby certifies and les, including any
02/19/2009	e stated grant regulations and certification	ions, and that th	his document has	not been altered.
		signature		
AUTHORIZED SIGNATURE FOR AWARDEE SIGNATURE OF GRANT OFFICER	DATE OF ACCEPTANCE		:	
Thomas W. Douse, Deputy Commissioner     B. JAI JOHNSON       (TYPED NAME AND TITLE)     (TYPED NAME AND TITLE)	Thomas W. Douse, Deputy Commissi	oner	<u>_B. JA</u> ]	I JOHNSON

· · ·		SECTIO	N A - BUDGET SUN	MARY	•		
Grant Program	Catalog of Federal Domestic Assistance	Estimated Ur	obligated Funds			New or Revised Budget	
or Activity (a)	Number .(b)	Føderal (c)	Non-Fed (d)	erai	Federal . (e)	Non-Federal (f)	Total (g)
1. Congressional Earmark 2008	17.261	5	\$	- 5	574,780.00	s	\$ 574,780.00
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5. Fotals		5 <u>-</u>	\$	- \$	574,780.00	\$ -	\$ 574,780.0
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Object Class Categories				GRANT PRO	OGRAM, FUNCTION OR AC	(4)	. (5)
a. Personnai		(1) \$ 167,500.80	(2) \$	- s		\$	\$ 167,500.8
b. Fringe Benefits	· · · · ·	53,600.26			-`	· •	53,600.2
c. Travel		4,094.42			· · · •	•	4,094.4
d. Equipment	· · ·			•	:		-
e. Supplies		4,900.00	· · · ·		· •	·	4,900.0
f. Contractual		338,347.00		- 7		-	338,347.0
g. Construction	· · · · ·	· · · ·	· ·	-		•	
h. Other		6,337.52				-	6,337.52
i. Total Direct Charges (sum	of 6a - 6ḥ)	\$ 574,780.00	\$	- 5	• · · •	\$	\$ 574,780.0
J. Indirect Charges		· •	1.	-			-
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Budget-1

Previous Editions Usable

Authorized for Local Reproduction

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

OMB Approval No. 0348 - 0044

Name of Grantee Organization		FL	inding Pe	nog "
Vermont Department of Labor		1/1/2009	to	12/31/201
Amount Awarded		# of Months		30
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Crant Managar	Time 20.00%	Salary/Wage \$ 2,841.00	Months 24.00	\$ 13,636.8
1. Grant Manager 2. Administrative Assistant	20.00%			\$ 6,998.4
5. Fiscal Accountant	30.00%		a statut i tita cara tita er er	\$ 10,497.6
			24.00	\$ 68,184.0
VDOL Staff	100.00%		24.00	\$ 68,184.0
NDQL Staff	100.00%	<u></u> φ	24.00	\$ 00,104.0
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Budget - 3

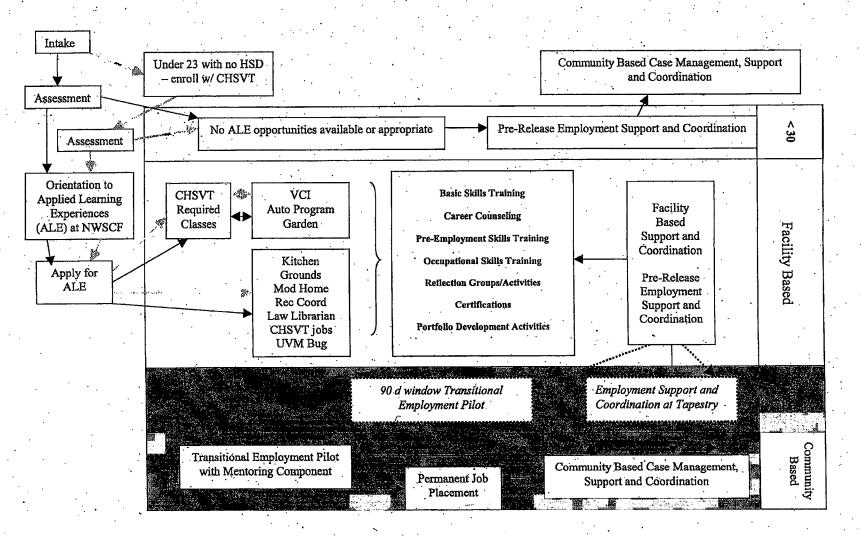
<b>D</b> bject Cla	ss Category (	f.): CONTRAC	TUAL			
		A				В.
•		Brief Descri	ption	•		Cost
1. Vermont D	epartment of Cor	rections		· · · ·	1	\$ 66,09
2. Vermont V	Vorks for Women		, <u></u> ,	· · ·		257,00
3. Vermont S	tudent Assistance	e Corporation				10,00
4. Vocational	Rehabilitation			· · · · · · · · · · · · · · · · · · ·		5,25
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TOTAL CONTRACTUAL

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Budget - 8

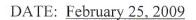
# **Services Flow Chart**



# C. Work Schedule

Project		ļ	Yea	ar 1		ļ	Yea	ar 2	•	Staff /
Component	Task/Activity	Q	Q2	Q3	Q4	Q5	. Q6	Q7	. Q8	Organization Responsible
Staff Training	Provide cross-agency training in: Gender Responsiveness, Career Decision Facilitation, Trauma, Bridges Out of Poverty	x	x							Corrections VWW NIC VSAC VDOL VR
Participant Outreach	All women entering NWSCF will be assessed by staff in the facility's Career Center. Interests and skills will be identified and referrals to training, services and/or a facility job will take	x	x	x	<b>X</b>	x	x	x		Corrections/ CHSVT VWW VR
Pre-empløy- ment.Skills Training	place. Participants, as needed, will receive pre- occupational skills training in soft skills, self-advocacy, career decision making, lifeskills/Habits of Mind.	x	x	x	x	x	x	x		VWW VDOL VSAC
Occupa- tional Skills Training	Participants will participate in occupation-specific skills training depending on their interests and aptitudes.		x	x	x	x	x	x		Corrections Instructors External education providers such as tech centers and/or CCV.
Employer Outreach	Contact will be made with employers who would either serve as sites for transitional employment and/or permanent employment.	x	x	x	x	x	x	x		VDOL VWW VR
Placement in transitional jobs or permanent jobs.	Individuals may be placed in transitional jobs as part of their overall training plan or permanent jobs as appropriate. They may access WIA activities and services.			x	X.	x	x	x	x	VDOL VWW VR
Follow-up and support	Participants receive mentoring and/or support services			x	x	x	x	x	x	VWW VDOL P&P,VR
Evaluation	Analyze results and write report.								x	VDOL

# STATE OF VERMONT GRANT ACCEPTANCE FORM



JFO 2375

DEPARTMENT: Department of Labor

GRANT/DONATION (brief description and purpose): Federal funds will be used to provide job training to female offenders re-entering the workforce.

GRANTOR/DONOR: U.S. Department of Labor

GRANT PERIOD: 2/01/09-03/30/10

AMOUNT/VALUE: \$574,780

POSITIONS REQUESTED (LIMITED SERVICE): None

ANY ON-GOING, LONG-TERM COSTS TO THE STATE: None

COMMENTS:

DEPT. FINANCE AND MANAGEMENT: SECRETARY OF ADMINISTRATION: SENT TO JOINT FISCAL OFFICE:

(INITIAL (INITIAL (DATE)



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

BASIC GRANT INFO	RMATI	<u>ON A States I</u>	······································	:	
1. Agency:	De	partment of Labor		· · · ·	
2. Department:					
		· · · · · · · · · · · · · · · · · · ·			
3. Program:	M	eeting Women Where	They Are		
4. Legal Title of Grant:	- Fa	rmark			,,
5. Federal Catalog #:		.261	· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·	
5. I ederal Catalog #.			· · · · · · · · · · · · · · · · · · ·		
6. Grant/Donor Name a Department of L		ress:			
7. Grant Period:	From:	2/1/2009	<b>To:</b> 6/3	0/2010	<u></u>
interest assessme in jobs. 9. Impact on existing pr	ents, be p rogram sources a	orovided occupational if grant is not Accept are not availabe for a s	training , receive life su training , receive life su ted: successful re-entry progr	pport services and	ultimately be place
		SFY 1	SFY 2	SFY 3	Comments
Expenditures:		<b>FY 2009</b>	<b>FY</b> 2010	FY FY	Comments
Personal Services		\$72,963	\$148,138	\$	
Operating Expenses		\$5,059	\$10,273	\$	
Grants		\$84,587	\$253,760	\$	
	Total	\$162,609	\$412,171	\$	
Revenues:				- <u>-</u>	
State Funds:		\$	\$	\$	
Cash		\$	\$	\$	
In-Kind		\$	\$ ·	\$	
·				·	
Federal Funds:		\$	Þ	. \$	
(Direct Costs)		\$144,369	\$375,137	\$	· · · ·
(Statewide Indirect)		\$	\$	\$	
(Departmental Indire	ct)	\$18,240	\$37,034	\$	· · · · · · · · · · · · · · · · · · ·
Other Funds:		\$	<u> </u>	\$	
Grant (source )		\$162,609	\$412,171	\$	
``	Fotal	\$162,609	\$412,171	\$	
				¥	<u> </u>
Appropriation No:			Amount:	\$	· · · ·
Appropriation No.	41005			\$353,679	· · · · · · · · · · · · · · · · · · ·
				\$221,101	• •
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	41006	J000	•	\$ \$ \$	
	41006	J000		\$ \$	

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

PERSONAL SERVICE IN	NFORMATION			
<b>11. Will monies from this</b> If "Yes", appointing authori				
Appointing Authority Nam	e: Agreed by:	(initial)		
12. Limited Service				
<b>Position Information:</b>	# Positions	Title		
Total Positions				
12a. Equipment and space positions:	e for these	presently available.	Can be obtained with a	vailable funds.
<b>13. AUTHORIZATION A</b>	GENCY/DEPARTMEN	T		
I certify that no funds have been expended or Signature: Attim NA Palm				Date: 1/20/2009
committed in anticipation of Joint Fiscal Committee	Title: Patricia Moulton	Powden		
Approval of this grant:	Signature:			Date:
1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-	Title:			
14. ACTION BY GOVER	NOR	in the second second		
Check One Box: Accepted	Amut 1	2		3/24/09
Rejected	(Governor's signature)	0		Date: 1
15. SECRETARY OF AD	MINISTRATION			
Check One Box: Request to JFO		la P Micent	3/	18/09
Information to JFO	(Secretary's signature of	or designee)		Date:
<b>16. DOCUMENTATION 1</b>	REQUIRED			Non Some South
		RANT Documentation	1	
<ul> <li>Request Memo</li> <li>Dept. project approval</li> <li>(if applicable)</li> <li>Notice of Award</li> <li>Grant Agreement</li> <li>Grant Budget</li> </ul>		(if any) eline (if applicable)		
	En	d Form AA-1		

# Susanno - & asked VOOL how Min work will be cannied but & Tom Drive Sent Mei in response -Ronda

#### I. TECHNICAL PROPOSAL

#### 1. Abstract

"Meeting Women Where They Are" (Vermont's Female Offender Re-Entry Program) will serve approximately 200 women. One hundred seventy-five of the women will enroll in occupational skill training. Of these, 150 will be placed in transitional employment and 125 will be placed in permanent jobs. Many of the women have no long term connection to the labor market and have not developed marketable job skills. The vast majority are single parents with 76% of their children under the age of 12. Many have substance abuse challenges.

Individuals will be identified, interviewed, assessed for skills, interests and support service needs and provided training opportunities in the Northwest State Correctional Facility (NWSCF) in St. Albans. This is where all female offenders will be housed as of January 2009. Training may include such areas as construction skills through building modular homes, food preparation, horticulture, auto mechanics and body repair. Training begun at NWSCF may be continued post release at such facilities as Vermont's technical education centers or Community College of Vermont. Additional training areas will also be identified and pursued. A skills portfolio will be developed for each woman in training.

A system of support will be developed based on the needs of individuals. Safe housing, childcare, transportation, counseling, mentoring and medical/dental/vision services are essential elements of this system.

Although the ultimate goal is self sufficiency, many of the women will first experience transitional employment, often subsidized through the Workforce Investment Act or their public assistance grant, as part of their overall training. This will allow them to better develop their work skills while establishing an on-going connection to the labor force.

"Meeting Women Where They Are" is a multi-agency/organization project. Among the organizations involved are the Vermont Departments of Labor and Corrections, Vermont Works for Women, Vermont Student Assistance Corporation and Vocational Rehabilitation. Several cross-agency staff trainings will occur including, among others, gender responsiveness, Career Decision Facilitation training, the effects of trauma, Bridges Out of Poverty, and disabilities awareness.

- C. Individuals to be Served
  - a. Description Who will be trained?
    - The project will provide in-depth services to at least 200 female offenders over the grant period although many more female offenders will feel the effects of this project. On average, the cost per person will be approximately \$2,875 although more will be spent on some and less will be spent on others.
    - There are no additional eligibility criteria other than the individuals are female offenders; however, it is important to note that many, if not most, of the women will have disabilities. All female offenders (all of whom will be housed at the Northwest Correctional Facility) will have access to this program.
  - b. Rationale for Selection
    - As previously referenced, up until the second quarter of FY'07, the rate of female incarceration had risen dramatically. According to Corrections' records, from 2001 through 2007, the number of women incarcerated more than doubled. There has been a leveling off of the numbers with no appreciable decrease.
    - The needs of female offenders are complex and multiple. Identifying educational and job skill deficits (including pre-employment and occupational skills) and providing needed training while meeting personal survival needs such as safe housing, food, a medical home, clothing, counseling, childcare, and transportation require labor intensive services.

#### B. Major Project Components

Component	Activity (What)	Location (When &	Delivery	Responsible
		Where)	Method (How)	Partner (Who)
Staff Training	Gender Responsive-	Montpelier	Classroom	VDOL
	ness; Career Decision	St. Albans		VSAC
	Facilitation;	Burlington	VT Interactive	Corrections
	Effects of Trauma;	Waterbury	Television (VIT)	National Institute of
	Bridges Out of	First and a second		Corrections (NIC)
	Poverty; Disabilities	First and second	On-line/Web-	VWW VR
Participant	Awareness Recruitment	quarters St. Albans	based Visits to both St.	Corrections/CHSVT
Outreach/	Assessment	Brattleboro	Albans and	VWW
Enrollment	Assessment		Brattleboro sites	VR
Linoiment		On-going	Diattiebolo sites	VIX
Pre-	Basic Literacy Skills,	St. Albans	Classes given at	VWW
employment	Soft Skills	Brattleboro	both St. Albans	VDOL
Skills	Self-Advocacy Career	Distribution	and Brattleboro	VSAC
Training	Awareness	At Release Sites	sites	CHSVT
Ū	Life Skills/Habits			
	of Mind	Shortly after	Additional	
		assessment	classes given at	
			Release Sites	
Occupational	Occupational training	St. Albans	Small classes	Instructors at
Skills	(technical)	Brattleboro	given, WE, OJT	NWSCF
Training				External training
		At Release Sites		providers such
		After eccentres		as technical education
		After assessment		centers
		On-going		Centers
		On-going	•	Community
				College of VT
Employer	Identify future	Burlington Rutland	Face to face	VDOL
Outreach	work sites for both	Barre/Montpelier	contact and by	VWW
	transitional and	St. Albans	phone	VR
	permanent jobs	Brattleboro	•	
		· · · · · ·		s
		On-going		
Placement:	On-site job placement	Vermont	Through job	VWW
Transitional	WIA, WE/OJT		developers	VDOL
Permanent	Mantasian David	Post-training	The sector 6	VR
Follow-up and	Mentoring Provision	Vermont	Through staff	VWW, VDOL,
Support	of support services	After placement	follow up	P&P,VR
Evaluation	Final Report	After placement	M/ritton Deport	VDOL
Evaluation	гна кероп	vermont	Written Report	VDOL
		At end of project		
		ALCIN UL PIUJEUL		

Note: Staff training will occur in such areas as Career Decision Facilitation, Gender Responsiveness, the effects of trauma, Bridges Out of Poverty, and disabilities awareness. Staff from Corrections, Community High School of Vermont, VWW, VDOL, VR, and VSAC will participate.

#### 5. Project Outcomes

### A. Performance Measures and Planned Outcomes

Project Components/ Performance Measure	Measure Definition Formula	Planned Level of Outcomes
Staff Training	Number of staff participating in one or more trainings.	50
	Number of departments participating in trainings as indication of cross- agency buy-in.	5+
Participant Outreach	Number of women going through the assessment process offered through the facility's Career Resource Center.	200 assessed; 175 skill portfolios begun
Pre-employment Skills Training	Number of women enrolled in the CHSVT (% of total).	50 out of 200 (25%)
	Number of women participating in soft- skill/life-skill training (% of total).	150 out of 200 (75%)
	Number of women participating in Habits of Mind (% of total)	175 out of 200 (88%)
Occupational Skills Training	Number of women enrolled in occupational skills training (% of total)	175 out of 200 (88%)
2	Number of and types of occupational areas in which women are participating.	10 types to be gathered and listed
Employer Outreach	Number of employers willing to participate in either the training or hiring of female offenders.	50
	Number of employers willing to convince peers to participate.	35
Placement: Transitional Permanent	Number of women placed in transitional employment (% of total in occupational skills training).	150 out of 175 (86%)
	Number of women placed in permanent jobs, unsubsidized (% of total in transitional employment).	125 out of 150 (83%)
Follow-Up Support	Number of women supported during transitional and/or permanent employment.	150 out of 150 (100%)
	Number of organizations involved with follow-up support/types of services.	4
Evaluation	Report written.	Report written on time.

	•	
U.S. DEPARTMENT OF LABOR EMPLOYMENT AND TRAINING ADMINIS	STRATION	GRANT / AGREEMENT NOTIFICATION OF AWARD/OBLIGATION
Under the authority of the Workforce Inve between the above named Grantor Agence entitled - Vermont's Female Offender Re	cy and the follow	ing named Awardee, for a project
Name & Address of Awardee; VT DEPARTMENT OF LABOR 5 GREEN MOUNTAIN DRIVE P.O. BOX 488 WONTPELIER, VERMONT 05601-0488	CFDA #: 17.26 Accounting Co	ode: Mod Amount: 23-5PR03-000 \$574,780.00 1
The Period of Performance shall be from F Total Government's Financial Obligation is Payments will be made under the Payment Irawn down by the awardee on an as need in performing its responsibilities under this assures that it will fully comply with the follo subsequent amendments: <u>Jniform Administrative Requirements:</u> 29 CFR Part 97, for State/Local Governme 29 CFR Part 95, for Institutions of Higher E and Commercial Organizations.	\$574,780.00 (un ts Management S ded basis coverin grant agreement owing regulations onts and Indian Tr	less other wise amended). System, and can be automatically g a forty-eight (48) hour period. , the awardee hereby certifies and s and cost principles, including any ibes; OR
Sost Principles: OMB Circular A-87, for State/Local Govern OMB Circular A-21, for Institutions of Higher OMB Circular A-122, for Non-Profit Organiz 8 CFR Part 31.	er Education; OR	
Other Requirements (As Applicable): 9 CFR Part 96 and 99, Single Audit Act 9 CFR Part 93, Lobbying Certification 9 CFR Part 37, Nondiscrimination and Eq 9 CFR Part 98, Debarment and Suspensio 0 CFR Part 652 et al., Workforce Investme Vagner-Peyser Act Frant Award Document, Parts I through IV,	on; Drug Free Wo ent Act	orkplace
he awardee's signature below certifies full bove stated grant regulations and certifica		
ignature of Approving Official - AWARDE	E Signature	of Approving Official - DOL / ETA
AUTHORIZED SIGNATURE FOR AWARDEE		DATE OF EXECUTION SIGNATURE OF GRANT OFFICER
Thomas W. Douse, Deputy Commiss (TYPED NAME AND TITLE)	ioner	B. JAI JOHNSON (TYPED NAME AND TITLE)
• • •		

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BUDGET INFORMATION - Non-Construction Programs SECTION A - BUDGET SUMMARY Catalog of Federal Grant Program New or Revised Budget Estimated Unobligated Funds ۰. Function Domestic Assistance Total or Activity Number Federal Non-Federal Federal Non-Federal . (g) (a) (c) (d) (e) (f) (b) 574,780.00 574,780.00 1. Congrassional Earmark 2008 \$ . ls -17.261 -\$ s -2. **..** -• -. ---• З. -**.** -----. 574,780.00 -574,780.00 \$ -İs 5. Totals s SECTION B - BUDGET CATEGORIES GRANT PROGRAM, FUNCTION OR ACTIVITY (3) 6.<sup>,</sup> **Object Class Categories** (5) (1) (2) (4)167,500.80 -167,500.80 \$ a. Personnel s . . . 53,600.26 b. Fringe Benefits 53,600.26 ... . -4,094.42 **.** . c. Travel 4,094.42 ÷ -d. Equipment ·, --4,900.00 e. Supplies 4,900.00 -· -- ' 338,347:00 f. Contractual -• 338,347.00 • - · g. Construcțion ---.: h. Other 6,337.52 6,337.52 : --. -574,780.00 -i. Total Direct Charges (sum of 6a - 6h) 574,780.00 s s j. Indirect Charges ... -۰., . --574 00.00 s 574,780.00 k TOTALS (sum of 6i and 6 j) \$ -S - \$ \$ 7. Program Income 5 \$ -\$ -. \$ • Authorized for Local Reproduction

Budget-1

Previous Editions Usable

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

OMB Approval No. 0348 - 0044

	Na	me of Grantee Organiza	atio	on	
Ver	mont De	partment of Labor		_	
		Amount Awarded	• .		
÷ \$		· · · · · · · · · · · · · · · · · · ·		574,	780

Fu	nding Pe	riod
<b>1</b> /1/2009	to	12/31/2011
# of Months:	i linder	36

Object Class Category (a.): PERSONNEL				
A	8	Monthly		E
Position	% of Time	Salary/Wage		Cost
1. Grant Manager	20.00%		24.00	\$ 13,636.80
2 Administrative Assistant	20.00%			\$ 6,998.40
a. Fiscal Accountant	30.00%			\$ 10,497.60
4. VDOL Staff	100.00%		24.00	\$ 68,184.00
5. VDQL Staff	100.00%	\$ 2,841.00	24.00	\$ 68,184.00
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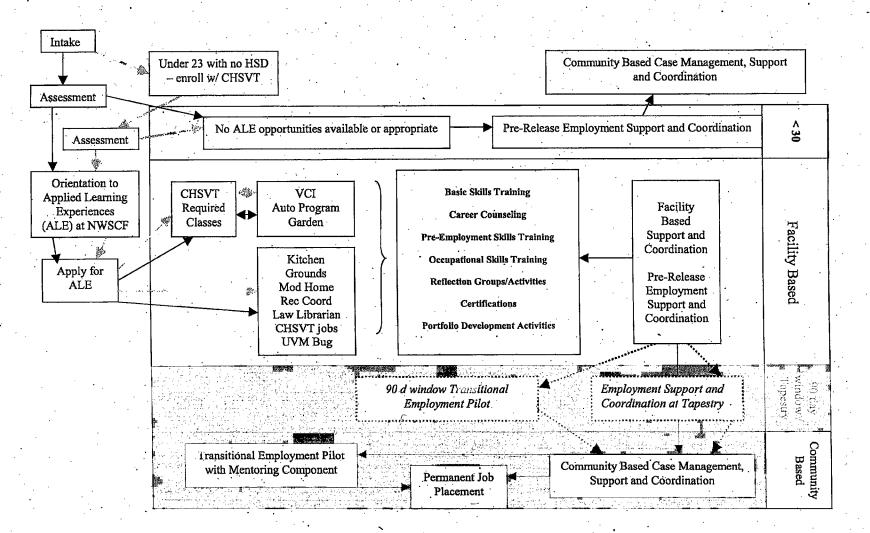
Budget - 3

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Object Class Category (f.): CONTRACTUAL	
A A	В
Brief Description	Cost
1. Vermont Department of Corrections	\$ 66,092.00
2. Vermont Works for Women	
3. Vermont Student Assistance Corporation	10,000.00
4. Vocational Rehabilitation	5,250.00
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TOTAL CONTRA	CTUAL \$ 338,347.00

Budget - 8

## **Services Flow Chart**



# C. Work Schedule

Project Component	Task/Activity	Year 1				Year 2				Staff /
		QI	Q2	Q3	Q4	Q5	. Q6	Q7	Q8	Organization Responsible
Staff Training	Provide cross-agency training in: Gender Responsiveness, Career Decision Facilitation, Trauma, Bridges Out of Poverty	x	x							Corrections VWW NIC VSAC VDOL VR
Participant Outreach	All women entering NWSCF will be assessed by staff in the facility's Career Center. Interests and skills will be identified and referrals to training, services and/or a facility job will take place.	x	x	x	x	x	X	x		Corrections/ CHSVT VWW VR
Pre-empløy- ment Skills Training	Participants, as needed, will receive pre- occupational skills training in soft skills, self-advocacy, career decision making, lifeskills/Habits of Mind.	X	x	x	x	x	X	x		VWW VDOL VSAC
Occupa- tional Skills Training	Participants will participate in occupation-specific skills training depending on their interests and aptitudes.		x	x	x	x	x	x		Corrections Instructors External education providers such as tech centers and/or CCV.
Employer Outreach	Contact will be made with employers who would either serve as sites for transitional employment and/or permanent employment.	x	x	x	x	x	x	x		VDOL VWW VR
Placement in transitional jobs or permanent jobs.	Individuals may be placed in transitional jobs as part of their overall training plan or permanent jobs as appropriate. They may access WIA activities and services.			x	x	x	X	x	x	VDOL VWW VR
Follow-up and support	Participants receive. mentoring and/or support services			x	X	x	x	x	x	VWW VDOL P & P, VR
Evaluation	Analyze results and write report.	<u>_</u>						<u>.</u> .	X.	VDOL



STATE OF VERMONT JOINT FISCAL OFFICE

## MEMORANDUM

To: Representative Emmons

From: Nathan Lavery, Fiscal Analyst

Date: April 6, 2009

Subject: JFO #2375

Representative Michael Obuchowski asked that I forward to you a copy of the enclosed grant information and cover memo. He requests your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski Stephen Klein



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