MEMORANDUM

To: James Reardon, Commissioner of Finance & Management
From: Nathan Lavery, Fiscal Analyst
Date: September 8, 2009
Subject: JFO #2389, #2390, #2391

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

JFO #2389 — $10,000 gift from Charles C. Johnson to the General Fund. These funds were a bequest made pursuant to the grantor’s last will and testament. [JFO received 8/6/09]

JFO #2390 — $55,500 donation from Justin Lindholm to the Department of Fish and Wildlife. This donation represents the difference between the appraised value of the property being sold to the state and the purchase price of the parcel. Because the state is not paying the full appraised value, the difference is considered a donation to the state of Vermont. [JFO received 8/6/09]

JFO #2391 — $50,000 gift from the Vermont League of Cities and Towns (VLCT) to the Criminal Justice Training Council. VLCT is donating a trailer; the amount of the gift represents the purchase price of the trailer. [JFO received 8/6/09]

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: R. J. Elrick, Executive Director
    Wayne Laroche, Commissioner
To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: August 12, 2009
Subject: Grant Requests

Enclosed please find three (3) requests that the Joint Fiscal Office has received from the administration:

JFO #2389 — $10,000 gift from Charles C. Johnson to the General Fund. These funds were a bequest made pursuant to the grantor’s last will and testament.
[JFO received 8/6/09]

JFO #2390 — $55,500 donation from Justin Lindholm to the Department of Fish and Wildlife. This donation represents the difference between the appraised value of the property being sold to the state and the purchase price of the parcel. Because the state is not paying the full appraised value, the difference is considered a donation to the state of Vermont.
[JFO received 8/6/09]

JFO #2391 — $50,000 gift from the Vermont League of Cities and Towns (VLCT) to the Criminal Justice Training Council. VLCT is donating a trailer; the amount of the gift represents the purchase price of the trailer.
[JFO received 8/6/09]

The Joint Fiscal Office has reviewed these submissions 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) if you have questions or would like an item held for Joint Fiscal Committee review. Unless we hear from you to the contrary by August 26 we will assume that you agree to consider as final the Governor’s acceptance of these requests.

cc: James Reardon, Commissioner
    R. J. Elrick, Executive Director
    Wayne Laroche, Commissioner
STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM

Grant Summary: Gift from the Vermont League of Cities and Towns (VLCT) of a 24-foot enclosed trailer to house and tow CJTC's driver training simulator around the state to use as a mobile training course.

Date: 7/21/2009

Department: Criminal Justice Training Council (CJTC)

Legal Title of Grant: N/A

Federal Catalog #: N/A

Grant/Donor Name and Address: Vermont League of Cities and Towns (VLCT)

Grant Period: From: 7/1/2009 To: 6/30/2010

Grant/Donation 50,000

<table>
<thead>
<tr>
<th>SFY 1</th>
<th>SFY 2</th>
<th>SFY 3</th>
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<tbody>
<tr>
<td>$50,000</td>
<td>$</td>
<td>$</td>
<td>$</td>
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</tr>
</tbody>
</table>

Position Information: # Positions 0

Explanation/Comments

Additional Comments: Documentation of acceptance of gift in accordance with 32VSA §5.

Department of Finance & Management
Secretary of Administration
Sent To Joint Fiscal Office

RECEIVED
AUG 06 2009

JOINT FISCAL OFFICE
Appropriation No: | Amount: |
---|---|
Note: Receiving a donated asset...not funding. | $
STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE  (Form AA-1)

<p>| | | | | | |</p>
<table>
<thead>
<tr>
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</tr>
</thead>
</table>

**PERSONAL SERVICE INFORMATION**

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

   Appointing Authority Name:  
   Agreed by: __________________ (initial)

12. Limited Service  
   Position Information:  
   - # Positions  
   - Title  
   - 0  
   
   Total Positions

12a. Equipment and space for these positions:  
   - [ ] Is presently available.  
   - [ ] Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

   I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

   Signature:  
   Title: Executive Director  
   Date: 7/14/2009

   Signature:  
   Date:

14. ACTION BY GOVERNOR

   - [ ] Check One Box: Accepted  
   - [ ] Rejected  
   (Governor’s signature)  
   Date: 7/27/09

15. SECRETARY OF ADMINISTRATION

   - [ ] Check One Box:  
     - Request to JFO  
     - Information to JFO
   (Secretary’s signature or designee)  
   Date: 7/25/05

16. DOCUMENTATION REQUIRED

   Required GRANT Documentation  
   - [ ] Request Memo  
   - [ ] Dept. project approval (if applicable)  
   - [ ] Notice of Award  
   - [ ] Grant Agreement  
   - [ ] Grant Budget  
   - [ ] Notice of Donation (if any)  
   - [ ] Grant (Project) Timeline (if applicable)  
   - [ ] Request for Extension (if applicable)  
   - [ ] Form AA-1PN attached (if applicable)

End Form AA-1
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<tr>
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**STATE OF VERMONT**
**FINANCE & MANAGEMENT GRANT REVIEW FORM**

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<th>Grant Summary:</th>
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<td>Federal Catalog #:</td>
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<td>Grant/Donor Name and Address:</td>
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<th>Comments</th>
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</table>

**Additional Comments:** Documentation of acceptance of gift in accordance with 32VSA §5.

---

**Department of Finance & Management**

(Initial)

**Secretary of Administration**

(Initial)

**Sent To Joint Fiscal Office**

Date

---

**RECEIVED**

AUG 06 2009

**JOINT FISCAL OFFICE**
STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE  (Form AA-1)

BASIC GRANT INFORMATION

1. Agency: Criminal Justice Training Council
2. Department: Criminal Justice Training Council

4. Legal Title of Grant: Gift - From VT League of Cities and Towns
5. Federal Catalog #: 

6. Grant/Donor Name and Address:
   Vermont League of Cities and Towns, 89 Main Street, Suite 4, Montpelier, VT 05602-2948


8. Purpose of Grant:
   Gift/Donation - 24-foot enclosed trailer purchased by VLCT to house driver training simulator purchased with federal funds. Trailer being donated to VCJTC to make the unit a statewide mobile training resource. Purchase price paid by VLCT is $50,000.00.

9. Impact on existing program if grant is not Accepted:
   Trailer already on-site and simulator was delivered installed by manufacturer in trailer. If not accepted, unit would have to become a fixed-site unit at Academy; Large reduction in use; Trailer would be returned to VLCT; Adverse impact on ability of driver training delivery to law enforcement, fire service, and municipal workers on a regional basis.

10. BUDGET INFORMATION

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<thead>
<tr>
<th>Expenditures:</th>
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<td>(Statewide Indirect)</td>
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Note: Receiving a donated asset...not funding.

Appropriation No: 

Amount: $
**STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE** (Form AA-1)

<table>
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</table>

### PERSONAL SERVICE INFORMATION

11. Will monies from this grant be used to fund one or more Personal Service Contracts? [ ] Yes [ ] No

*If “Yes”, appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.*

Appointing Authority Name: ____________________________

Agreed by: ____________________________ (initial)

### Limited Service Position Information:

<table>
<thead>
<tr>
<th># Positions</th>
<th>Title</th>
</tr>
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<tbody>
<tr>
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</tbody>
</table>

**Total Positions**

12a. Equipment and space for these positions:

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

### AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

**Signature:** ____________________________

**Title:** Executive Director

**Date:** 7/14/2009

### ACTION BY GOVERNOR

Check One Box:

[ ] Accepted  ____________________________ (Governor's signature)

[ ] Rejected

**Date:** 7/27/09

### SECRETARY OF ADMINISTRATION

Check One Box:

[ ] Request to JFO  ____________________________ (Secretary’s signature or designee)

[ ] Information to JFO

**Date:** 7/24/01

### DOCUMENTATION REQUIRED

**Required GRANT Documentation**

- [ ] Request Memo
- [ ] Dept. project approval (if applicable)
- [ ] Notice of Award
- [ ] Grant Agreement
- [ ] Grant Budget
- [ ] Notice of Donation (if any)
- [ ] Grant (Project) Timeline (if applicable)
- [ ] Request for Extension (if applicable)
- [ ] Form AA-1PN attached (if applicable)

End Form AA-1
<table>
<thead>
<tr>
<th>LINE</th>
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MEMORANDUM

To: Representative William Lippert
From: Nathan Lavery, Fiscal Analyst
Date: August 12, 2009
Subject: JFO #2391

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

cc: Rep. Michael Obuchowski
    Stephen Klein
MEMORANDUM

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From: Nathan Lavery, Fiscal Analyst
Date: August 12, 2009
Subject: JFO #2391

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

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<tr>
<td>Department:</td>
<td>Criminal Justice Training Council (CJTC)</td>
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<td>Legal Title of Grant:</td>
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<td>Federal Catalog #:</td>
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<tr>
<td>Grant/Donor Name and Address:</td>
<td>Vermont League of Cities and Towns (VLCT)</td>
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<td>Grant Period:</td>
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<th>Explanation/Comments</th>
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<tr>
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</table>

Additional Comments: Documentation of acceptance of gift in accordance with 32VSA §5.

Department of Finance & Management  
Secretary of Administration  
Sent To Joint Fiscal Office  

(Initial)  
(Initial)  
Date

Department of Finance & Management  
Version 1.1 - 10/15/08  
Page 1 of 1
STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE  (Form AA-1)

BASIC GRANT INFORMATION

1. Agency: Criminal Justice Training Council
2. Department: Criminal Justice Training Council

3. Program: 

4. Legal Title of Grant: Gift - From VT League of Cities and Towns
5. Federal Catalog #: 

6. Grant/Donor Name and Address:
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8. Purpose of Grant:
   Gift/Donation - 24-foot enclosed trailer purchased by VLCT to house driver training simulator purchased with federal funds. Trailer being donated to VCJTC to make the unit a statewide mobile training resource. Purchase price paid by VLCT is $50,000.00.

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<th></th>
<th>SFY 1 FY 2010</th>
<th>SFY 2 FY</th>
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<td>(Statewide Indirect)</td>
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<tr>
<td>(Departmental Indirect)</td>
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Appropriation No: 

Note: Receiving a donated asset...not funding.

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

Total $  

PERSONAL SERVICE INFORMATION

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

Appointing Authority Name: Agreed by: ________ (initial)

12. Limited Service Position Information: # Positions Title

0

Total Positions

12a. Equipment and space for these positions:

☐ Is presently available. ☐ Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

Signature: __________________________ Date: 7/14/2009
Title: Executive Director

Signature: __________________________ Date:
Title:

14. ACTION BY GOVERNOR

☐ Check One Box:

Accepted 7/27/09

☐ Rejected

(Governor’s signature)

15. SECRETARY OF ADMINISTRATION

☐ Check One Box:

Request to JFO

Information to JFO (Secretary’s signature or designee) 7/25/09

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

☐ Request Memo

☐ Dept. project approval (if applicable)

☐ Notice of Award

☐ Grant Agreement

☐ Grant Budget

☐ Notice of Donation (if any)

☐ Grant (Project) Timeline (if applicable)

☐ Request for Extension (if applicable)

☐ Form AA-1PN attached (if applicable)

End Form AA-1
Sold To: VERMONT LEAGUE
89 MAIN STREET
SUITE 4
MONTPELIER, VT 05602

Ship To: VERMONT LEAGUE
89 MAIN STREET
SUITE 4
MONTPELIER, VT 05602

Order No: 200900-04121

Date: 24/02/2009

Invoice No: 200900-04121

Terms: NET 10

Shipment Date: 05/08/2009

Due Date: 06/07/2009

Page: 1 of 2

May 14, 2009

This product/system software is controlled under the Export Administration Regulations (EAR). Diversion contrary to U.S. law is prohibited. In accordance with U.S. Law (Title 15 CFR Part 744 and Supplement No. 1 to Part 747 and Title 31 CFR) resale/transfer as transfer to certain designated countries is prohibited without the prior written consent of the U.S. Dept. of Commerce.

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<th>INVOICE QUANTITY</th>
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Original Invoice

NET 10

May 14, 2009

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**LINE**  
**ITEM/DESCRIPTION**  
**REV**  
**DUE DATE**  
**U/M QUANTITY**  
**NET UNIT PRICE**  
**EXTENDED PRICE**  

7 demonstrations to be coordinated in 3 month time frame

**SUBTOTAL:** $50,000.00  
**TOTAL TAX/VAT:** $0.00  
**TOTAL AMT:** $50,000.00

*mpri@mpri.org*  
*1-800-634-2874*

**ORIGINAL INVOICE**