



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Sorsha Anderson, Senior Staff Associate
Date: September 23, 2024
Subject: Grant – JFO #3219

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration. *This item is being held for the Joint Fiscal Committee meeting scheduled for September 25, 2024.*

JFO #3219: \$1,000,000.00 to the Agency of Human Services, Department of Health from the U.S. Environmental Protection Agency. These funds will be used to improve the health and well-being of low-income immigrants, refugees, and asylum seekers/asylee households in Burlington and Winooski, Vermont by creating an Ambassador-led Healthy and Energy-Efficient Homes program. *[Received 9/20/2024]*

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson, sanderson@leg.state.vt.us) if you have questions before the meeting.




Department of Health
Office of the Commissioner
280 State Drive
Waterbury, VT 05671-8300
healthvermont.gov

Agency of Human Services

MEMORANDUM

To: Jenney Samuelson, Secretary of Human Services

From: Mark Levine, MD, Commissioner of Health 

Re: Request for Grant Acceptance of Environmental Justice Government-to-Government (EJG2G) Program

Date: 8/7/2024

I am pleased to report that the Department of Health has received a grant for the Environmental Justice Government-to-Government (EJG2G) Program from the Environmental Protection Agency for the project called Addressing Environmental Justice in the Champlain Valley through Healthy and Energy-Efficient Homes. The award totals \$1,000,000 with a performance period from 10/1/2024 – 09/30/2027.

The purpose of this grant award is to improve the health and well-being of low-income immigrants, refugees, and asylum seekers/asylee households in Burlington and Winooski, Vermont, by creating a Community Ambassador-led Healthy and Energy-Efficient Homes Program.

Please find enclosed a Grant Acceptance Request (AA-1) for your review and approval.

Cc: Rich Donahey, AHS Chief Financial Officer



Environmental Justice Government-to-Government (EJG2G) Program Grant Summary:

The purpose of this grant award is to improve the health and well-being of low-income immigrants, refugees, and asylum seekers/asylee households in Burlington and Winooski, Vermont, by creating a Community Ambassador-led Healthy and Energy-Efficient Homes Program.



State of Vermont
 Department of Finance & Management
 109 State Street, Pavilion Building
 Montpelier, VT 05620-0401

[phone] 802-828-2376
 [fax] 802-828-2428

Agency of Administration

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

Grant Summary:						VDH receiving \$1M over three years from the EPA to create a Community Ambassador-led Healthy and Energy-Efficient Homes program aimed at improving the health and well-being of low-income immigrants, refugees, and asylum seekers/asylee households in Burlington and Winooski.							
Date:						9/4/2024							
Department:						AHS VDH							
Legal Title of Grant:						Environmental Justice Government-to-Government (EJG2G) Program							
Federal Catalog #:						66.312							
Grant/Donor Name and Address:						Environmental Protection Agency 1200 Pennsylvania Avenue NW Washington, DC 20460							
Grant Period:						From:		10/1/2024		To:		9/30/2027	
Grant/Donation						\$1,000,000							
		SFY 1		SFY 2		SFY 3		Total		Comments			
Grant Amount:		\$307,332		\$333,334		\$359,334		\$1,000,000					
Position Information:				# Positions		Explanation/Comments							
				0									
Additional Comments:													
Department of Finance & Management								Adam Grechin Digitally signed by Adam Grechin DN: cn=Adam Grechin, email=adam.grechin@state.vt.gov		(Initial)			
Secretary of Administration								Sarah Clark Digitally signed by Sarah Clark DN: cn=Sarah Clark, email=sarah.clark@state.vt.gov		(Initial)			
Sent To Joint Fiscal Office										Date			



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

BASIC GRANT INFORMATION				
1. Agency:	Agency of Human Services			
2. Department:	Department of Health			
3. Program:	Addressing Environmental Justice in the Champlain Valley through Healthy and Energy-Efficient Homes			
4. Legal Title of Grant:	Environmental Justice Government-to-Government (EJG2G) Program			
5. Federal Catalog #:	66.312			
6. Grant/Donor Name and Address:				
Environmental Protection Agency 1200 Pennsylvania Avenue, N.W. Washington, DC 20460				
	10/01/2024	To:	09/30/2027	
8. Purpose of Grant:				
The purpose of this grant award is to improve the health and well-being of low-income immigrants, refugees, and asylum seekers/asylee households in Burlington and Winooski, Vermont, by creating a Community Ambassador-led Healthy and Energy-Efficient Homes Program.				
9. Impact on existing program if grant is not Accepted: None				
10. BUDGET INFORMATION				
	SFY 25	SFY 26	SFY 27	Comments
Expenditures:				
Personal Services	\$26,941	\$52,942	\$78,942	
Operating Expenses				
Grants	\$280,391	\$280,392	\$280,392	
Total	\$307,332	\$333,334	\$359,334	
Revenues:				
State Funds:				
Cash				
In-Kind				
Federal Funds:				
(Direct Costs)	\$298,631	\$316,633	\$334,633	
(Indirect Costs)	\$8,701	\$16,701	\$24,701	
Other Funds:				
Total	\$307,332	\$333,334	\$359,334	
Appropriation No: [VDH appropriation]				
Public health	3420020000	\$ 306,332	\$ 332,134	
Admin	3420010000	\$ 1,000	\$ 1,200	

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

Has current fiscal year budget detail been entered into Vantage? Yes No

PERSONAL SERVICE INFORMATION


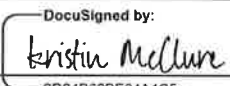
11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: Mark Levine, MD Agreed by: _____ (initial)


12. Limited Service Position Information:	# Positions	Title
	[whole number only, even if requesting less than full FTE]	[position title per F&M GRANT REVIEW FORM]
Total Positions		

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

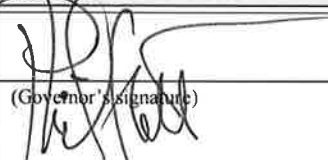
13. AUTHORIZATION AGENCY/DEPARTMENT

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: 8/8/2024
	Title: Commissioner	
	Signature: 	Date: 8/15/2024
	Title: Chief Data Officer	

14. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/> SC	Approved: _____	(Secretary or designee signature) 	Date: 9/11/2024 6:16:
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15. ACTION BY GOVERNOR


<input checked="" type="checkbox"/>	Check One Box: Accepted		Date: 9/24/24
<input type="checkbox"/>	Rejected		


16. DOCUMENTATION REQUIRED

Required GRANT Documentation	
<input checked="" type="checkbox"/> Request Memo <input type="checkbox"/> Dept. project approval (if applicable) <input checked="" type="checkbox"/> Notice of Award <input type="checkbox"/> Grant Agreement <input checked="" type="checkbox"/> Grant Budget	<input type="checkbox"/> Notice of Donation (if any) <input type="checkbox"/> Grant (Project) Timeline (if applicable) <input type="checkbox"/> Request for Extension (if applicable) <input type="checkbox"/> Form AA-1PN attached (if applicable)

End Form AA-1

(*) The term "grant" refers to any grant, gift, loan, or any sum of money or thing of value to be accepted by any agency, department, commission, board, or other part of state government (see 32 V.S.A. §5).

DS 8/15/2024


 <p style="text-align: center;">U.S. ENVIRONMENTAL PROTECTION AGENCY Cooperative Agreement</p>	GRANT NUMBER (FAIN): 00A01275 MODIFICATION NUMBER: 0 PROGRAM CODE: AK		DATE OF AWARD 07/31/2024
	TYPE OF ACTION New		MAILING DATE 08/05/2024
	PAYMENT METHOD: ASAP		ACH# 10137
RECIPIENT TYPE: State		Send Payment Request to: Contact EPA RTPFC at: rtpfc-grants@epa.gov	
RECIPIENT: HUMAN SERVICES VERMONT AGENCY OF 280 STATE DR WATERBURY, VT 05671-9501 EIN: 03-6000264		PAYEE: HUMAN SERVICES VERMONT AGENCY OF 280 State Drive Waterbury, VT 05671-9501	
PROJECT MANAGER Jared Ulmer 108 Cherry Street Vermont Agency of Human Services Burlington, VT 05401-4295 Email: jared.ulmer@vermont.gov Phone: 802-865-7762		EPA PROJECT OFFICER Kira Mok 5 Post Officer Square, Suite 100 Boston, MA 02109-3912 Email: Mok.Kira@epa.gov Phone: 617-918-0000	EPA GRANT SPECIALIST Flower Armijo Grants Management Branch 5 Post Office Square, Suite 100 Boston, MA 02109-3912 Email: Armijo.Flower@epa.gov Phone: 617-918-1923
PROJECT TITLE AND DESCRIPTION Addressing Environmental Justice in the Champlain Valley through Healthy and Energy-Efficient Homes See Attachment 1 for project description.			
BUDGET PERIOD 10/01/2024 - 09/30/2027	PROJECT PERIOD 10/01/2024 - 09/30/2027	TOTAL BUDGET PERIOD COST \$ 1,000,000.00	TOTAL PROJECT PERIOD COST \$ 1,000,000.00
NOTICE OF AWARD Based on your Application dated 04/13/2023 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$ 1,000,000.00. EPA agrees to cost-share 100.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$ 1,000,000.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.			
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)		AWARD APPROVAL OFFICE	
ORGANIZATION / ADDRESS U.S. EPA, Region 1, EPA New England 5 Post Office Square, Suite 100 Boston, MA 02109-3912		ORGANIZATION / ADDRESS U.S. EPA, Region 1, EPA New England R1 - Region 1 5 Post Office Square, Suite 100 Boston, MA 02109-3912	
THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY			
Digital signature applied by EPA Award Official Arthur Johnson - Director, Mission Support Division			DATE 07/31/2024

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$ 0	\$ 1,000,000	\$ 1,000,000
EPA In-Kind Amount	\$ 0	\$ 0	\$ 0
Unexpended Prior Year Balance	\$ 0	\$ 0	\$ 0
Other Federal Funds	\$ 0	\$ 0	\$ 0
Recipient Contribution	\$ 0	\$ 0	\$ 0
State Contribution	\$ 0	\$ 0	\$ 0
Local Contribution	\$ 0	\$ 0	\$ 0
Other Contribution	\$ 0	\$ 0	\$ 0
Allowable Project Cost	\$ 0	\$ 1,000,000	\$ 1,000,000

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.312 - Environmental Justice Government-to-Government (EJG2G) Program	2023 Consolidated Appropriations Act (PL 117-328)	2 CFR 200, 2 CFR 1500 and 40 CFR 33

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	24124WB138	2324	B	WB	000W57	4183	-	-	\$ 1,000,000
									\$ 1,000,000

Itemized Budget Sheet / Budget Narrative

Category	Description	Category Total
Personnel	<ul style="list-style-type: none"> • Jared Ulmer, Vermont Department of Health - Project Manager @ \$95,311 X 10% of time on project = \$28,593 for 3 years • Amy Redman, Vermont Department of Health - Health Equity Lead @ \$71,637 X 20% of time on project = \$42,982 for 3 years <p>Personnel costs have been set at these levels for two reasons: First, to embody a community-led approach, much of this award will flow out to community partners and allow them, in consultation with us, to lead the implementation of this project. We will provide administrative support, technical assistance, and other guidance, but are intentionally trying to play more of a support and learning role. Secondly, the proposed project activities overlap with existing job duties and funding sources for these staff, allowing additional staff time to be paid for “in-kind” by other funding sources.</p> <p>Specifically, beginning in May 2024, Amy Redman’s position will be funded in part by a Federal Infrastructure Grant, with job duties that include supporting environmental justice activities and building community partnerships. Jared Ulmer’s position is funded primarily by a CDC Climate & Health grant, with a current work plan that includes activities for supporting home energy efficiency and healthy housing.</p>	\$71,575
Fringe Benefits	<ul style="list-style-type: none"> • 51.9% of Salary (\$71,575 X 51.9%) <p>Fringe costs include FICA; retirement plan contribution; medical, dental, and life insurance. The actual cost of fringe benefits varies from employee to employee based on salary, employee choice of health care plan, and employee election of certain other benefits. The usual, major components of this cost are FICA at approximately 7% of salary, and retirement and health insurance, each at about 16% of salary. The cost of each employee's fringe benefits will be allocated to the project based on hours worked on the program relative to all hours worked by the employee. Based on the current, average cost of fringe benefits for employees assigned to this project, we are estimating the cost of fringe benefits at 51.9% of salary.</p>	\$37,147
Travel	n/a	\$0
Equipment	n/a	\$0
Supplies	n/a	\$0
Contractual	n/a	\$0
Construction	n/a	\$0
Indirect Costs	<ul style="list-style-type: none"> • 70% of salaries (\$71,575 X 70%) <p>This rate is determined quarterly by actual indirect costs incurred, as allowed by the Vermont Agency of Human Services’ Cost Allocation Plan, originally approved by the US Department of Health and Human Services, effective October 1, 1987. Based on actual indirect costs over the prior year, the Health Department estimates this current rate to be 70% of direct salary costs.</p>	\$50,103

Other	<ul style="list-style-type: none"> • Subaward to Champlain Valley Office of Economic Opportunity (CBO) = \$821,175: <ul style="list-style-type: none"> • 71 hours per week of staffing and operating expenses for Community Ambassador Program for 3 years (\$454,175) • Community Ambassador training and certifications (\$30,000) • Expenses for hosting 2 community forums and providing nine 4-session series of in-home gatherings per year for 3 years, plus related outreach materials (\$40,000) • Expenses for completing 100 home assessments and service delivery to 50 homes (\$297,000) <ul style="list-style-type: none"> ○ 100 home assessments x \$270 per assessment = \$27,000: home assessments will include a professional walk through and interview with the occupant(s) to identify potential environmental hazards and energy efficiency opportunities ○ 50 homes receiving services x \$5,400 average cost per home = \$270,000: services will be tailored to address the specific environmental health and energy efficiency needs of each home, and may include lab supplies/testing, repairs/maintenance, carpet replacement, cleaning and maintenance supplies, coaching, pest control, appliance replacements, HVAC upgrades, etc. • Subaward to University of Vermont (Academic partner) = \$20,000: <ul style="list-style-type: none"> • Graduate student and academic supervisor support to design and implement community-based participatory research and evaluation • 	\$841,175
Project Total		\$1,000,000