



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Sorsha Anderson, Senior Staff Associate  
Date: March 17, 2026  
Subject: Grant Request - JFO #3274

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration.

**JFO #3274:** \$50,000.00 to the Vermont Secretary of State's office from the Vermont Community Foundation. Funds are for the Local Civic Journalism program to support the State of Vermont Local Journalism Awards. This award expands the Local Journalism grants in the FY26 Secretary of State's budget. *[Received March 16, 2026]*

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions or would like this item held for legislative review. Please submit concerns by **April 10, 2026**, or we will assume that you agree to consider as final the Governor's acceptance of this request.



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

Agency of Administration

[phone] 802-828-2376

STATE OF VERMONT FINANCE & MANAGEMENT GRANT REVIEW FORM					
<b>Grant Summary:</b>		Discretionary contribution to Local Civic Journalism from Vermont Community Foundation			
<b>Date:</b>		1/23/2026			
<b>Department:</b>		Secretary of State			
<b>Legal Title of Grant:</b>		Discretionary Out of Cycle Program			
<b>Federal Catalog #:</b>		N/A			
<b>Grant/Donor Name and Address:</b>		Vermont Community Foundation 3 Court Street Middlebury VT 05753			
<b>Grant Period:</b>		<b>From:</b>	<b>To:</b>		
		7/1/2025	6/30/2026		
<b>Grant/Donation</b>		\$50,000			
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$50,000	\$	\$	\$	
<b>Position Information:</b>		<b># Positions</b>	<b>Explanation/Comments</b>		
		0			
<b>Additional Comments:</b>		Pass-through donation from VCF to expand on Local Journalism grants in the FY26 SOS budget.			
<b>Department of Finance &amp; Management</b>		Adam <i>Adam Owen</i> 0207 2026.02.23 09:03:03		(Initial)	
<b>Secretary of Administration</b>		Nick Kramer <i>Nick Kramer</i> 02110487A20F0304		(Initial)	
<b>Sent To Joint Fiscal Office</b>		AR		Date	
<div style="border: 1px solid black; padding: 2px; display: inline-block;"> <b>REVIEWED</b>                      By Anna Reinold at 3:52 pm, Mar 18, 2026                 </div>					



DEPOSIT RECORD COPY 10-4/220

STATE OF VERMONT  
SECRETARY OF STATE  
BUSINESS UNIT 2280-10

M&T Bank

DATE	CURRENCY	DOLLARS	CENTS
	COIN		
	CHECKS (LIST EACH SEPARATELY)		
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
TOTAL FROM OTHER SIDE OR ATTACHED LIST			



\$ [ ]

PLEASE  
SEEK  
LEGAL  
ADVICE

Checks and other items are retained for deposit subject to the provisions of the Uniform Commercial Code or any applicable collection agreement.

**M&T Bank**

Understanding what's important\*

Montpelier Office

If you have any questions, please  
call our Telephone Banking Center  
at 1-800-724-2440

Today's Date: 11/12/2025 Business Date: 11/12/2025

Time: 02:18 PM

Checking Deposit \$50,000.00

8163 / 01

25

Thanks for visiting us today.  
We are happy to assist you!

11/12/2025	
Cash/ Check Deposit	
[REDACTED]	- Corps - Charter
[REDACTED]	- Corps - Foreign
[REDACTED]	- Corps - Tradename
[REDACTED]	- Corps - UCC
[REDACTED]	- Corps - TradeMarks
[REDACTED]	- Corps - Service of Process
[REDACTED]	- Corps - Amusements
[REDACTED]	- Corps - LLC
[REDACTED]	- Corps - Telemarketer
[REDACTED]	- Corps - Partnerships
[REDACTED]	- Corps - Data Brokers
[REDACTED]	- Corps - Fantasy Sports
[REDACTED]	- Corps - Bank Charges
[REDACTED]	- Temporary Officiants
[REDACTED]	- Elections - Lobbyists
[REDACTED]	- Elections - Bank Charges
[REDACTED]	50,000.00
<hr/>	
<u>50,000.00</u>	
Deposit ID	2230100786



3 Court Street  
Middlebury, VT 05753

T 802 388 3355  
F 802 388 3398  
vermontcf.org

November 6, 2025

Stacey Drinkwine, Administrative Services Director  
State of Vermont/Vermont Secretary of State  
128 State Street  
Montpelier, VT 05633

Dear Stacey:

It is a pleasure to present a grant from the Discretionary Out of Cycle Program of the Vermont Community Foundation, as follows:

Grantee:	State of Vermont/Vermont Secretary of State
Grant Amount:	\$50,000.00
Grant Number:	Grant-113476
Payment Plan:	One Time Cash Payment
Grant Purpose:	To support the State of Vermont Local Journalism Awards

Payment and Terms of Award: The grant payment is enclosed. Deposit of this check signifies your intention to comply with the stated grant purpose and the official terms and conditions of this grant are summarized in the enclosed Terms of Award.

This grant will require no formal reporting. We invite you to share stories, images, videos, or other media that demonstrate the grant's impact. You may send this material to [grants@vermontcf.org](mailto:grants@vermontcf.org).

If you have questions, please contact the Community Impact team at [grants@vermontcf.org](mailto:grants@vermontcf.org) or 802-388-3355 opt 6. You may also contact the Program Officer stewarding this grant award directly, if applicable. We wish you much success and are pleased to be of help in your important work.

Sincerely,

A handwritten signature in black ink, appearing to read "Holly Morehouse", written over a circular stamp or seal.

Holly Morehouse  
Vice President, Community Impact

Enclosures



3 Court Street  
Middlebury, VT 05753

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vermontcf.org

### Terms of Award - Discretionary Out of Cycle Program

A grant is awarded for the purpose(s) described in the Resolution below and subject to any conditions included therein. **Deposit of the grant check will indicate acceptance of, and agreement with, these Terms of Award.**

#### RESOLUTION

Award Date: November 6, 2025

Grantee:	State of Vermont/Vermont Secretary of State
Grant Amount:	\$50,000.00
Grant Number:	Grant-113476
Payment Plan:	One Time Cash Payment
Grant Purpose:	To support the State of Vermont Local Journalism Awards

#### PROVISIONS

- 1. PAYMENT OF AWARD** - Payment has been issued with this Terms of Award. If the Payment Plan consists of more than one payment, the Grantee agrees that it has not provided any consideration to the Vermont Community Foundation in exchange for the pledge of future payments and will not rely on those payments to its detriment or otherwise in planning its activities.
- 2. EXPENDITURE OF GRANT FUNDS** - The award is made only for the charitable Purpose(s) stated in the Grant Purpose. No part of any grant may be used for the benefit of a private donor, political campaign, or to support attempts to influence legislation of any governmental body other than through making available the results of nonpartisan analysis, study and research. No part of this grant may be awarded to a secondary grantee without the express permission of the Vermont Community Foundation to do so. However, if the Grantee has made the election to lobby referred to in Section 501(h) of the Internal Revenue Code, then this grant may be used for such purposes if stated in the Grant Purpose and a copy of form 5768 is forwarded to the Vermont Community Foundation.
- 3. REVIEW** - The Vermont Community Foundation reserves the right to visit the Grantee organization from time to time to review and discuss the program or project funded with this award. Grantee agrees to maintain adequate books and records of its receipts and expenditures and to make its book and records relating to the grant available to the Vermont Community Foundation for review and inspection.
- 4. RETURN OF GRANT FUNDS TO THE VERMONT COMMUNITY FOUNDATION** -
  - Grant funds should be expended within 12 months after payment is issued. At the end of this period, any unexpended grant funds must be returned to the Vermont Community Foundation, unless a written request for an extension of time has been approved by the Vermont Community Foundation.
  - Grant payments subsequent to the initial grant payment, as stated in the Payment Plan, that have not been qualified for and paid within 12 months of the scheduled grant payment date, revert to the uncommitted balances of the Vermont Community Foundation component fund, and the grant will be cancelled.
  - Grant funds will be returned if the Foundation determines that the Grantee has not performed in accordance with the Terms of Award or met the conditions described in the Grant Purpose.

(d) Unexpended grant funds will be immediately returned if the Grantee loses its charitable status as provided for under Section 501(c)(3) of the Internal Revenue Code.

5. REPORTS - This grant will require no formal reporting. We invite you to share stories, images, videos, or other media that demonstrate the grant's impact. You may send this material to [grants@vermontcf.org](mailto:grants@vermontcf.org).

Vermont Community Foundation  
3 Court Street  
Middlebury, VT 05753

National Bank of Middlebury  
30 Main Street  
Middlebury, VT 5753

Date: 10/30/2025

Pay To  
The Order of State of Vermont/Vermont Secretary of State  
\*\*\*Fifty Thousand Dollars\*\*\*

\$\*\*50,000.00\*\*

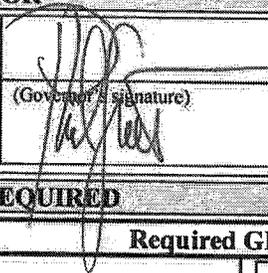
State of Vermont/Vermont Secretary of State  
128 State Street  
Montpelier, VT 05633  
United States

*Steve H. Fagan*  
*[Signature]*

Void After 90 Days



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

PERSONAL SERVICE INFORMATION		
<p><b>11. Will monies from this grant be used to fund one or more Personal Service Contracts?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                      If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.</p> <p>Appointing Authority Name: _____ Agreed by: _____ (initial)</p>		
<b>12. Limited Service Position Information:</b>	<b># Positions</b>	<b>Title</b>
	n/a	
<b>Total Positions</b>		
<p><b>12a. Equipment and space for these positions:</b> <input type="checkbox"/> Is presently available. <input type="checkbox"/> Can be obtained with available funds.</p>		
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: <u>Sarah Copeland Hanzas</u> <small>6AAB5UC58EBC6AB7...</small>	Signed by: _____ Date: <u>1/18/2026</u>
	Title: Secretary	
	Signature: _____	Date: _____
	Title: _____	
14. SECRETARY OF ADMINISTRATION		
<input checked="" type="checkbox"/> Approved:	(Secretary or designee signature) <u>Nick Kramer</u> <small>671D87A20FB404...</small>	Date: <u>3/2/2026   1:56:5</u>
15. ACTION BY GOVERNOR		
<input checked="" type="checkbox"/> Check One Box: Accepted	 (Governor's signature)	Date: <u>3/16/26</u>
<input type="checkbox"/> Rejected		
16. DOCUMENTATION REQUIRED		
<b>Required GRANT Documentation</b>		
<input type="checkbox"/> Request Memo <input type="checkbox"/> Dept. project approval (if applicable) <input type="checkbox"/> Notice of Award <input type="checkbox"/> Grant Agreement <input 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).		