



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Sorsha Anderson, Staff Associate
Date: May 10, 2021
Subject: Grant Request – JFO #3050

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

JFO #3050 – \$49,490.00 to the VT Dept. for Children and Families from the VT Community Foundation. Funds will be used for subgrants to Weatherization Agencies to fund low-income weatherization projects not covered by current funding streams.
[JFO received 5/3/2021]

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. Unless we hear from you to the contrary by May 31, 2021, we will assume that you agree to consider as final the Governor's acceptance of this request.

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

BASIC GRANT INFORMATION				
1. Agency:		AHS		
2. Department:		DCF / OEO		
3. Program:		Weatherization Program		
4. Legal Title of Grant:		Vermont Community Foundation grant		
5. Federal Catalog #:		na		
6. Grant/Donor Name and Address: Vermont Community Foundation				
7. Grant Period:		From: 7/1/2021	To: 6/30/2022	
8. Purpose of Grant: Alleviate obstacles to Weatherization for clients				
9. Impact on existing program if grant is not Accepted: will have more clients who are deferred Weatherization services if not accepted				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 21	FY	FY	
Personal Services	\$	\$	\$	
Operating Expenses	\$	\$	\$	
Grants	\$49,490	\$	\$	
Total	\$49,490	\$	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source Vermont Community Foundation)	\$49,490	\$	\$	newly designated VCF fund, up to \$50,000 annually anticipated
Total	\$49,490	\$	\$	Fund Code 21908
Appropriation No:	# 3440110000	Amount:	\$49,490	
			\$	
			\$	
			\$	
			\$	

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

			\$
			\$
		Total	\$

PERSONAL SERVICE INFORMATION

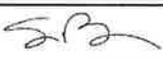
11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

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.

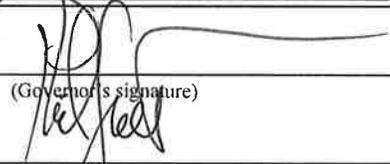
13. AUTHORIZATION AGENCY/DEPARTMENT

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: 04/15/2021
	Title: Commissioner, Department for Children and Families	
	Signature: E-SIGNED by Jenney Samuelson on 2021-04-20 18:17:51 GMT	Date:
	Title: Deputy Secretary, Agency of Human Services	

14. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/> Approved:	(Secretary or designee signature) Kristin Clouser	Digitally signed by Kristin Clouser Date: 2021.04.22 18:54:49 -04'00'	Date:
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15. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Accepted		Date:
<input type="checkbox"/> Rejected		4/30/21

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

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

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).



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:		The Vermont Community Foundation is giving DCF/OEO a private award to subgrant funds to Weatherization Agencies to remove the barriers to weatherization such as vermiculite insulation, leaky roofs, and other significant structural issues in homes.			
Date:		4/22/2021			
Department:		Department for Children & Families			
Legal Title of Grant:		Vermont Community Foundation grant			
Federal Catalog #:		n/a			
Grant/Donor Name and Address:		Vermont Community Foundation 3 Court St, Middlebury, VT 05753			
Grant Period:	From:	7/1/2021	To:	6/30/2022	
Grant/Donation		\$49,490			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$49,490	\$	\$	\$49,490	Funds can be used immediately in FY21
Position Information:		# Positions	Explanation/Comments		
		0	No funds will be used for staffing/administrative or to supplant other Wx funds.		
Additional Comments:					
Department of Finance & Management		Adam Greshin	<small>Digitally signed by Adam Greshin Date: 2021.04.22 15:52:47 -04'00'</small>	(Initial)	
Secretary of Administration		Kristin Clouser	<small>Digitally signed by Kristin Clouser Date: 2021.04.22 18:55:11 -04'00'</small>	(Initial)	
Sent To Joint Fiscal Office		Ariel Murphy	<small>Digitally signed by Ariel Murphy Date: 2021.04.30 18:01:24 -04'00'</small>	Date	





Department for Children and Families
Commissioner's Office
280 State Drive, HC 1 North
Waterbury, VT 05671-1080
(802) 241-0929 Fax (802) 241-0950
www.dcf.vermont.gov

MEMO

TO: Sarah Clark, Chief Financial Officer, Agency of Human Services

FROM: Sean Brown, Commissioner, Department for Children and Families

DATE: February 17, 2021

RE: Acceptance of funds from Vermont Community Foundation

The Department for Children and Families (DCF), Office of Economic Opportunity (OEO) Low Income Home Weatherization Assistance Program has received a private award from the Vermont Community Foundation order to:

- Subgrant funds to our Weatherization Agencies to remove the barriers to weatherization such as vermiculite insulation, leaky roofs, and other significant structural issues in homes.
- These issues prevent and/or defer home weatherization by the program.
- These costs are not covered by current funding streams.

OEO is prepared to receive the Vermont Community Foundation grant and subaward all funding to the 5 local Weatherization Agencies. One hundred percent of funds will be used for structural repair and/or vermiculite remediation/abatement. No funds will be used to supplant the Weatherization program or for staffing or administrative costs. We are able to use funds immediately after approval.

We are requesting approval to receive these funds. Enclosed you will find the AA-1 request form.

We appreciate your support in moving this request forward without delay. Please let me know if you have any questions or need additional information.



January 28, 2021

Geoff Wilcox
State of Vermont/Office of Economic Opportunity
280 State Drive, NOB N Second Floor
Waterbury, VT 05671-1050

Dear Geoff:

It is a pleasure to present a distribution in the amount of \$49,490.00 to the State of Vermont/Office of Economic Opportunity from a designated fund of the Vermont Community Foundation as follows:

Fund: Button Up Vermont Fund

Purpose: To provide annual distributions to the State of Vermont Office of Economic Opportunity, which will then make further distributions to support low-income weatherization programs, addressing needs not covered by other funding sources

Grant Reporting: Please provide a report on how the funds were used. How much did each CAP Agency receive, how did they use the funds and many projects were supported.

Deposit of this check signifies your acceptance of this distribution, intent to comply with the stated purpose, and as our receipt for this payment. If you are unable to fulfill this purpose or have any questions regarding this distribution, please contact Lydia Brownell, Senior Fund Manager, at 802-388-3355 or lbrownell@vermontcf.org.

If making any public announcement about this distribution, please acknowledge it as a grant from the Vermont Community Foundation.

Sincerely yours,



Janet Malcolm
Grants Specialist

Enclosure

75772

VERMONT COMMUNITY FOUNDATION

3 COURT ST.
MIDDLEBURY, VERMONT 05753
(802) 388-3355

NATIONAL BANK OF MIDDLEBURY

MIDDLEBURY, VERMONT

58-108/116



PAY * Forty-Nine Thousand Four Hundred Ninety and no/100 *

DATE

AMOUNT

01/26/2021

\$ ****49,490.00

TO THE
ORDER
OF

State of Vermont/Office of Economic Opportunity
280 State Drive, NOB N Second Floor
Waterbury, VT 05671-1050



VOID AFTER 90 DAYS
TWO SIGNATURES REQUIRED OVER \$5000.00

[Handwritten Signature]

AUTHORIZED SIGNATURE

Security features. Details on back.

⑈075772⑈ ⑆011601087⑆ 1 005 927 3⑈



**DECLARATION OF THE PRESIDENT AND CEO
OF THE
VERMONT COMMUNITY FOUNDATION
ESTABLISHING**

THE BUTTON UP VERMONT FUND

WHEREAS, The Vermont Community Foundation, Inc. (hereinafter "Foundation") is empowered to receive, hold, handle, administer, invest and reinvest money and property of all kinds received by gift, devise, bequest or appointment, in trust or otherwise, for charitable, educational and similar purposes more particularly described in its Articles of Association;

WHEREAS, the President and CEO of the Foundation is, according to the Executive Policy on Governance Process approved by the Board of Directors on February 22, 2001, and amended by same on November 11, 2009, authorized to carry out the functions of the Foundation for the aforesaid purposes;

WHEREAS, the President and CEO has determined that it is within the purposes of the Foundation to establish a fund for the purposes set forth below;

NOW THEREFORE, BE IT DECLARED, that there is hereby established as a component part of the Foundation a fund designated as:

The Button Up Vermont Fund

(hereinafter referred to as the "Fund") to receive gifts, in whatever form, of money or property, and to administer the same on the terms and conditions set forth on **Exhibit A** attached hereto and made a part hereof, on this 1st day of September, 2020.

WITNESS:

The Vermont Community Foundation, Inc.

Lydia Brownell

By: _____

Name: Dan Smith

Title: President & CEO

In submitting this contract, the above authorized signers hereby agree that any signature of this contract delivered by facsimile or by .pdf, .tif, .gif, .jpeg or similar attachment to an electronic mail (or any signature of this contract by electronic means) shall be legally binding and shall have the same legal binding effect as if signed in ink and delivered in person.

EXHIBIT A
TO
DECLARATION OF THE PRESIDENT AND CEO
OF THE VERMONT COMMUNITY FOUNDATION
ESTABLISHING

THE BUTTON UP VERMONT FUND

Designated Fund

The purpose of this fund is to provide annual distributions to the State of Vermont Office of Economic Opportunity, which will then make further distributions to support low-income weatherization programs, addressing needs not covered by other funding sources, as outlined below.

- 1. Health and safety improvement related to vermiculite and/or asbestos remediation.**
- 2. Promote installation of heating/cooling systems to offset current heating systems through strategic electrification.**
- 3. Home repairs that are prohibiting weatherization.**
- 4. Heating system repairs, or oil tank repairs or replacements.**

The State of Vermont Office of Economic Opportunity will provide an annual report to the Foundation that shows what the distribution amounts were ultimately used for; for example, number of homes served and types of projects that were completed.

Support will be in the form of annual early December distributions of the accumulated fund balance, minus supporting fees.

Contributions to the Fund

The minimum amount to establish the fund is \$25,000 for advised funds, \$10,000 per named organization for designated funds, and \$25,000 for discretionary funds. Anyone may make additional contributions to your fund at any time, in any amount. They will be recorded to this component fund within the Foundation. The Fund and all contributions to it are subject to the Foundation's Gift Acceptance Policy and are the property of the Foundation.

The type of assets that will be transferred to the Vermont Community Foundation, Inc. to establish this fund:

The fund will be seeded by an interfund donor advised fund grant.

Investment Options

The Fund will be invested as follows:

- Long-Term Pool
- Socially Responsible Pool
- Mid-Term Pool
- Money Market Pool
- Passthrough (not invested)

Supporting Fee

The revenue generated from supporting fees helps cover the cost of our core services, which include philanthropic advising, nonprofit capacity building, grantmaking, gift and grant processing, investment and asset management, planned giving services, agency endowment management, new fund development, and communications.

Designated Funds:

Investment Option	Annual Supporting Fee	Minimum Annual Supporting Fee†
Long-Term Pool Socially Responsible Pool Mid-Term Pool Money Market Pool	0.80% annually	\$200
Passthrough Option	2.00% of gifts	N/A

† Minimum annual supporting fee of \$200 assessed to funds with balances below \$25,000. Fundholders will be notified of any changes in the annual supporting fee.

Variance Power

It is understood that the fund to be established pursuant to this declaration will be subject to the provisions of the Foundation's Articles of Association and Bylaws including the power reserved by the Board of Directors to modify any condition or restriction on the distribution of funds if in its sole judgment (without the approval of any trustee, custodian or agent), such restriction or condition becomes, in effect, unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community or area served by the Foundation (within the meaning of the tax rules governing variance power of community foundations, as amended from time to time).

Authorization

The Foundation has authorized the establishment of Charitable Funds by resolution of the Board of Directors. These procedures may be amended from time to time, when deemed necessary or desirable by the Board of Directors.

Establishing Gifts and Additions to Charitable Funds

Charitable Funds may be established by the donation or transfer by any person to, and acceptance by, the Foundation of money or property, whether by contribution, gift, bequest or devise, or by transfer from a charitable or other organization, to further or carry out the charitable purposes of the Foundation, as set forth in its Articles of Incorporation and Bylaws, as amended from time to time. Contributions to Charitable Funds represent irrevocable gifts subject to the legal and fiduciary ownership and control of the Foundation's Board of Directors. A Donor may not impose any material restriction or condition that prevents the Foundation from freely and effectively employing the contributed assets or the income derived there from, in furtherance of the charitable purposes of the Foundation.

Grants/Distributions

Notwithstanding any other terms of this Declaration, at any time and from time to time the Foundation may expend all or as much of the Fund as the Foundation deems appropriate in the exercise of its sole and absolute discretion.

Nature and Terms of Charitable Funds

Each Charitable Fund shall be the property of the Foundation, owned by it in its normal corporate capacity. In such capacity, the Foundation shall have the ultimate authority and control of all property in the Fund, and the income derived there from, for the charitable purposes of the Foundation. Each Fund may be recorded on the books and records of the Foundation as an identifiable and separate fund and may be given a name or other appropriate designation as requested by the Donor. Anything herein or in the deed of gift or other instrument of transfer creating a Charitable Fund to the contrary notwithstanding, each Fund shall be a component part of the Foundation and shall be subject to the governing instruments of the Foundation, including the Articles of Incorporation and Bylaws, as amended from time to time.

Conflict of Terms

In the event of an inconsistency between these procedures and any procedures, terms, or conditions appearing elsewhere in connection with any fund, these procedures, as interpreted by the Foundation, shall govern, and the Foundation reserves the right to take any actions at any time which, in its discretion, it deems reasonably necessary or desirable for the proper administration of any fund or the Foundation.

Fees

The Foundation shall assess the Fund a supporting fee reasonable to the effective administration of the fund and the work of the Foundation. The Foundation reserves the right to change its supporting fee structure at any time.