MEMORANDUM

To: Joint Fiscal Committee members
From: Sorsha Anderson, Senior Staff Associate
Date: January 18, 2022
Subject: Updated Grant Request – JFO #3086

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

**JFO #3086** – $925,840 to the VT Agency of Education from the U.S. Department of Agriculture Food and Nutrition Services. The grant will be used to fund two projects: Phase II of a current IT systems upgrade to improve interconnectivity and data transfer functionalities of the system; and a pilot of the Ed-Fi data model to explore improvements for data transfers between local education agencies, child nutrition programs and other state agencies. Edfi is a national data standard in education. Please see this link for more information on the data system: [https://www.ed-fi.org/](https://www.ed-fi.org/).

[Received January 4, 2022]

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 January 30, 2022, 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:** Education
2. **Department:**
3. **Program:**
4. **Legal Title of Grant:** CNP Training and Technical Assistance
5. **Federal Catalog #:** 10.541

6. **Grant/Donor Name and Address:**
   US Department of Agriculture - Food and Nutrition Service
7. **Grant Period:**
   **From:** 9/30/2021  
   **To:** 9/30/2024

8. **Purpose of Grant:**
The grant funds two separate projects, both with the shared goal of using technology to create efficiencies to save staff time, reduce errors, and provide better service to program sponsors through improved data sharing capabilities. The first project will fund Phase II development costs associated with a technology project that the state has already begun. Phase I of this project was funded with State Administrative Funds. The nTIG funds will allow AOE to fund all of the additional items included in Phase II, which will improve interconnectivity and data transfer functionalities of the system and which the state would otherwise be unable to fund. The second item is a pilot of the EdFi model to facilitate improved data transfer between local educational agencies, child nutrition programs sponsoring organizations, the Agency of Education, and other state agencies.

9. **Impact on existing program if grant is not Accepted:**
Several of the items in Phase II which are essential to garner the full benefit of the AOE’s investment in the new Harvest system will not get built and the needed functionality to improve data transfer between LEAs, the state, and other state agencies, which is essential to streamline and improve the work of the Child Nutrition Team and many other Agency teams, will not be created.

**10. BUDGET INFORMATION**

<table>
<thead>
<tr>
<th>Expenditures:</th>
<th>SFY 1 FY 2022</th>
<th>SFY 2 FY 2023</th>
<th>SFY 3 FY 2024</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Services</td>
<td>$303,920</td>
<td>$242,200</td>
<td>$242,200</td>
<td>plus department indirects, listed below</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>$2,000</td>
<td>$</td>
<td>$2,000</td>
<td></td>
</tr>
<tr>
<td>Grants</td>
<td>$303,920</td>
<td>$242,200</td>
<td>$244,200</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Revenues:</th>
<th>SFY 1 FY 2022</th>
<th>SFY 2 FY 2023</th>
<th>SFY 3 FY 2024</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>State Funds:</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td>In-Kind</td>
<td>$</td>
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<td>$</td>
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<tr>
<td>Federal Funds:</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td>(Direct Costs)</td>
<td>$305,920</td>
<td>$242,200</td>
<td>$244,200</td>
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<tr>
<td>(Statewide Indirect)</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td>(Departmental Indirect)</td>
<td>$44,508</td>
<td>$44,506</td>
<td>$44,506</td>
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<tr>
<td>Other Funds:</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td>Grant (source)</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$350,428</td>
<td>$286,706</td>
<td>$288,706</td>
<td></td>
</tr>
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</table>
STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE  (Form AA-1)

<table>
<thead>
<tr>
<th>Appropriation No:</th>
<th>5100070000</th>
<th>Amount:</th>
<th>$925,840</th>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$925,840</strong></td>
</tr>
</tbody>
</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
   ______
   ______
   ______
   ______
   ______
   **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: Daniel Farnham
   Date: 2/4/2021
   Title: Agency Secretary

14. SECRETARY OF ADMINISTRATION

   ☑ Approved: (Secretary or designee signature) Douglas Farnham
   Date: 2/4/2021

15. ACTION BY GOVERNOR

   ☑ Accepted: (Governor's signature) Date: 2/4/2021
   ☐ Rejected

16. DOCUMENTATION REQUIRED

   Required GRANT Documentation
   ☐ Request Memo
   ☐ Dept. project approval (if applicable)
   ☐ Notice of Award
   ☐ Grant Agreement
   ☐ Notice of Donation (if any)
   ☐ Grant (Project) Timeline (if applicable)
   ☐ Request for Extension (if applicable)
   ☐ Form AA-1PN attached (if applicable)
STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE (Form AA-1)

<table>
<thead>
<tr>
<th>Grant Budget</th>
<th></th>
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</thead>
</table>

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).
1. **GRANTOR AGENCY:** USDA - Food and Nutrition Service  
2. **APPROPRIATION:** See below under Appropriation column  
3. **VERMONT DEPT OF EDUCATION**  
   DEPT OF EDUCATION  
   MONTPELIER  
   VENDOR NO. S5091501 000  
   VT  05602-2702  
4. **TITLE OF GRANT:** Child Nutrition (2 Year)  
5. **APPORTIONMENT YEAR:** 2021  
   **GAD NUMBER:** 8VT300788  
   **AMENDMENT:** 000  
6. **ESTIMATED ANNUAL GRANT AWARD:**  
7. **GRANT PERIOD FROM:** 09/30/2021  
   **GRANT PERIOD TO:** 09/30/2024  

### Appropriation

<table>
<thead>
<tr>
<th>FAIN</th>
<th>ACCOUNT ID</th>
<th>PCA TITLE</th>
<th>CFDA NO.</th>
<th>PREVIOUS LEVEL</th>
<th>INCREASE/DECREASE</th>
<th>CURRENT LEVEL</th>
</tr>
</thead>
<tbody>
<tr>
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<td>218VT788N7603</td>
<td>- CNP TRAINING AND TECH ASSIS</td>
<td>10.541</td>
<td>$0.00</td>
<td>$925,840.00</td>
<td>$925,840.00</td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
<td>$0.00</td>
<td>$925,840.00</td>
<td>$925,840.00</td>
</tr>
</tbody>
</table>

Total:  

|                      |                      |                                |          | $0.00          | $925,840.00       | $925,840.00   |

9. **SPECIAL INSTRUCTIONS/COMMENTS**
   
   Please note that the Financial Officer (FO) assigned by the above grantee organization is responsible for maintaining valid banking information for this grant. This includes certifying that correct routing and transit numbers (ABA/RTN) and bank account numbers have been entered into the ASAP.gov payment system. The Food and Nutrition Service and the United States Treasury are not responsible for a misdirected payment in the event that the FO entered the incorrect ABA/RTN or bank account number information.

10. **AUTHORIZATION**  
    **ALLOWANCE HOLDER (DESIGNEE):**  
    USDA, Food & Nutrition Service  
    65745  
    Test  
    Telephone: DC 22079  

   **SIGNATURE:** Electronically Signed by - ROY PERRY  

   **DATE:** 09/30/2021  
   **TELEPHONE NO:** (703) 305-2060  

---

**FORM FNS 495**  
**CREATE ID:** F0022202  
**PAGE NO:** 1
NOTICE OF REVISED PROGRAM LIMITATIONS FOR LOC NO. 85031
LOC AMENDMENT NO. 000  EFFECTIVE DATE: 09/30/2021  FOR APPORTIONMENT YEAR: 2021

VERMONT DEPT OF EDUCATION
DEPT OF EDUCATION

MONTPELIER  VT  05602-2702

TO WHOM IT MAY CONCERN:
THE ABOVE LETTER OF CREDIT, HELD IN YOUR FAVOR BY THE TREASURY REGIONAL DISBURSING OFFICE NAMED HAS BEEN REVISED TO
REFLECT THE CHANGE(S) SHOWN BELOW FOR THE PROGRAM(S) INDICATED.

<table>
<thead>
<tr>
<th>ACCOUNT ID</th>
<th>CFDA NO.</th>
<th>PREVIOUS LEVEL</th>
<th>INCREASE/DECREASE</th>
<th>CURRENT LEVEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>202121N760330</td>
<td>10.541</td>
<td>$0.00</td>
<td>$925,840.00</td>
<td>$925,840.00</td>
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REMARKS:
Please note that the Financial Official (FO) assigned by the above grantee organization is responsible for maintaining valid banking information for this grant. This includes certifying that correct routing and transit numbers (ABA/RTN) and bank account numbers have been entered into the ASAP.gov payment system. The Food and Nutrition Service and the United States Treasury are not responsible for a
misdirected payment in the event that the FO entered the incorrect ABA/RTN or bank account number information.

UNDER NO CIRCUMSTANCE SHALL FUNDS BE REQUESTED WHICH WOULD RESULT IN OVERDRAWING THE CURRENT AUTHORIZATION FOR ANY PROGRAM. IF A REQUEST FOR PAYMENT IS ISSUED IN AN AMOUNT IN EXCESS OF THE LIMITATION FOR THE SPECIFIC PROGRAM, YOU WILL BE FULLY RESPONSIBLE FOR SUCH EXCESS AMOUNT.

DATE: 10/01/2021  SIGNATURE OF AUTHORIZING OFFICIAL: Electronically Signed by - ROY PERRY
STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM

Grant Summary: This grant funds development costs associated with a pre-existing technology project as well as a new pilot to facilitate improved data transfer between local educational agencies, child nutrition program sponsoring organizations, the Agency of Education, and other state agencies.

Date: 12/6/2021

Department: Agency of Education

Legal Title of Grant: CNP Training and Technical Assistance

Federal Catalog #: 10.541

Grant/Donor Name and Address: US Department of Agriculture Food and Nutrition Service

Grant Period: From: 9/30/2021 To: 9/30/2024

Grant/Donation

<table>
<thead>
<tr>
<th>SFY 1</th>
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<th>SFY 3</th>
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<td>$925,840</td>
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Position Information:

<table>
<thead>
<tr>
<th># Positions</th>
<th>Explanation/Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

Additional Comments:

Department of Finance & Management

Secretary of Administration

Sent To Joint Fiscal Office

Adam Greshin (Initial)

Douglas Farnham (Initial)

Anna Reinold Date

[Signature]

[Signature]

[Signature]