



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Daniel Dickerson, Fiscal Analyst
Date: August 23, 2017
Subject: Grant Request #2887

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

JFO #2887 – \$9,000 from the Alma Gibbs Donchian Foundation to the VT Department of Housing and Community Development. This request consists of three separate grants from the same source that have been combined into one grant approval request. Each grant is for \$3,000 and will go to programs within the Division of Historic Preservation. The first grant will be used to provide additional staffing at the Justin Morrill State Historic Site for the site to be open an additional three days each week during the summer. The second grant will fund a temporary exhibit at the President Calvin Coolidge State Historic Site and the third grant will fund three Grace Coolidge Musicale events, also at the President Coolidge Site.

[JFO received 8/23/17]

Please review the enclosed materials and notify the Joint Fiscal Office (Daniel Dickerson at (802) 828-2472; ddickerson@leg.state.vt.us) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by September 6, 2017 we will assume that you agree to consider as final the Governor's acceptance of these requests.

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

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

JOINT FISCAL OFFICE

STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM

Grant Summary:		To fund an additional 3 days per week at the Morrill State Historic Site in Strafford; to fund the exhibit Textiles of Plymouth Notch for 2017 season; and to fund the 4 Grace Coolidge Musicale events at the Coolidge Historic Site in Plymouth Notch.			
Date:		8/4/2016			
Department:		ACCD Dept. of Housing and Community Development 7110010000			
Legal Title of Grant:		Historic Sites Support Grants			
Federal Catalog #:		n/a			
Grant/Donor Name and Address:		Alma Gibbs Donchian Foundation c/o Foundation Services LLCC, 640 Putnam Ave, 3 rd Fl, Greenwich CT 06830			
Grant Period:		From:	To:		
		7/18/2017	10/31/2017		
Grant/Donation		\$9,000			
		SFY 1	SFY 2	SFY 3	Total
Grant Amount:		\$9,000	\$	\$	\$9,000
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:		3 grant award letters attached. No additional State funds required.			
Department of Finance & Management		AMG			(Initial)
Secretary of Administration		BZH			(Initial)
Sent To Joint Fiscal Office		8/21/17			Date





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

BASIC GRANT INFORMATION	
1. Agency:	Commerce and Community Development
2. Department:	Housing and Community Development
3. Program:	Division for Historic Preservation/State-owned Historic Sites
4. Legal Title of Grant:	Historic Sites Support Grants
5. Federal Catalog #:	

6. Grant/Donor Name and Address: Alma Gibbs Donchian Foundation c/o Foundation Services LLCC 640 W. Putnam Avenue, Third Floor Greenwich, Connecticut 06830	
7. Grant Period:	From: 7/18/2017 To: 10/31/2017

8. Purpose of Grant:
The donations are for: 1) opening the Senator Justin S. Morrill State Historic Site in Strafford for an additional 3 days (Wednesday to Friday) per week for the public visitation (code 500000; \$3,000). This allows increased visitorship, events, and outreach, paying for temporary staff; 2) the temporary exhibit "Homespun Treasures Textiles of Plymouth Notch," for 2017 season (code 507600; \$3,000) at the President Calvin Coolidge State Historic Site in Plymouth Notch. The funds support the contracting of an exhibit designer, production of materials, installation, and marketing for the temporary exhibit; and 3) the four "Grace Coolidge Musicales" events (code 519000; \$750 each for total of \$3,000) at the President Calvin Coolidge State Historic Site in Plymouth Notch. This is an annual event attracting more visitors each year; we have increased the number of musicale events to accommodate the requests for this event. The funds support the musicians, marketing, and tuning the piano, which was the personal instrument of first lady Grace Coolidge.

9. Impact on existing program if grant is not Accepted:
The effects on the existing programs if the donation is not accepted would require a redirection of funds to Keep the Senator Justin S. Morrill State Historic Site open additional days as advertised and promoted. Several bus tours and weekday events have been scheduled for weekdays. If the donation for the temporary exhibit is not accepted, a redirection of funds would be required. This would lessen our ability during the 2017 season to provide all the scheduled events and programs, affect marketing and outreach, impact restoration and maintenance efforts, and reduce the funding budgeted for gift shop purchases for resale, which generates much-needed income for the site. Without the donated funds, the Grace Coolidge Musicales would be canceled.

10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 18	FY	FY	
Personal Services	\$3,000	\$	\$	
Operating Expenses	\$6,000	\$	\$	
Grants	\$	\$	\$	
Total	\$9,000	\$	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	

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

(Direct Costs)	\$	\$	\$
(Statewide Indirect)	\$	\$	\$
(Departmental Indirect)	\$	\$	\$
Other Funds:	\$	\$	\$
Grant (source Donchian)	\$9,000	\$	\$
Total	\$9,000	\$	\$

Appropriation No:	7110010000	Amount:	\$9,000
	Fund 21325		\$
			\$
			\$
			\$
			\$
			\$
		Total	\$9,000

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
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: <i>[Signature]</i>	Date: 7/27/17
Title: State Historic Preservation Officer	
Signature: <i>[Signature]</i>	Date: 7/27/17
Title: Deputy Commissioner of Housing and Community Development	

14. SECRETARY OF ADMINISTRATION

Approved: *BHT* (Secretary or designee signature) *[Signature]* Date: 8/1/17

15. ACTION BY GOVERNOR

Check One Box: Accepted *[Signature]* Date: 8/18/17

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

<input type="checkbox"/>	Rejected	(Governor's signature)	Date:
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16. DOCUMENTATION REQUIRED


Required GRANT Documentation	
<input checked="" 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 checked="" 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).

VERMONT DIVISION FOR HISTORIC PRESERVATION

TO: SUSANNE R. YOUNG, SECRETARY OF ADMINISTRATION

FROM: LAURA V. TRIESCHMANN, STATE HISTORIC PRESERVATION OFFICER 

SUBJECT: REQUEST FOR APPROVAL TO ACCEPT GRANT FUNDS FROM THE ALMA GIBBS DONCHIAN FOUNDATION

DATE: JULY 27, 2017

CC: JASON ARONOWITZ, BUDGET & MANAGEMENT, DFM
JESSE BLONDIN, FINANCIAL ADMINISTRATOR, ACCD
LUCIE MACASKILL, FINANCIAL MANAGER, ACCD
KATIE BUCKLEY, COMMISSIONER, HOUSING & COMMUNITY DEVELOPMENT

The Vermont Division for Historic Preservation (Division) and the Vermont State Historic Sites respectfully request approval to accept grants from the Alma Gibbs Donchian Foundation for the following undertakings:

1. \$3,000 for the staffing of the Senator Justin S. Morrill State Historic Site on three additional days, specifically the weekdays (Wednesday to Friday). The fund supports the staff, who open and close the site between 10 am and 5 pm. The site is also open Saturday, Sunday, and Monday holidays;
2. \$3,000 for the temporary exhibit, "Homespun Treasures: The Textiles of Plymouth Notch," at the President Calvin Coolidge State Historic Site in Plymouth Notch. The exhibit will be installed prior to the opening of the site and run from May to October 2017. The funds support the contracting of an exhibit designer, production of materials, installation, and marketing for the temporary exhibit; and
3. \$3,000 for four Grace Coolidge Musicales events at the President Calvin Coolidge State Historic Site in Plymouth Notch during the 2017 season. This is an annual event attracting more visitors each year; we have increased the number of musicale events to accommodate the request for this event. The funds support the musicians, marketing, and tuning the piano, which was the personal instrument of first lady Grace Coolidge.

The Alma Gibbs Donchian Foundation has been a devoted benefactor for many years, providing funding beyond their primary mission to support the activities and events at Vermont's state-owned historic sites. It has been a particular endeavor of the Foundation's board to establish a partnership with the Division to promote Vermont's heritage and history. The Division and the Historic Sites administrators welcome this collaboration in order to continue producing inspiring, thought-provoking experiences for visitors that relate to Plymouth Notch and Grace Coolidge.

We are grateful to the Alma Gibbs Donchian Foundation for such extensive support this year. We are very excited by the programming available at the Historic Sites this summer and invite you to view our calendar of events and join us for what promise to be some memorable occasions. <http://historicsites.vermont.gov/>

Thank you very much for considering this request. Please do not hesitate to contact me at 802-828-3222 or laura.trieschmann@vermont.gov should you need additional information.

The Alma Gibbs Donchian Foundation

c/o Foundation Services LLC, 640 West Putnam Avenue, 3rd Floor, Greenwich, CT 06830

July 17, 2017

Ms. Tracy N. Martin
Vermont Division for Historic Preservation
1 National Life Drive, 6th Floor
Davis Building
Montpelier, Vermont 05620-1201

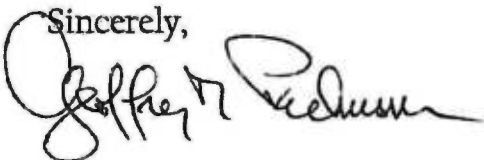
Dear Ms. Martin,

On behalf of the Directors of the Alma Gibbs Donchian Foundation, I am pleased to send you a check for \$3,000 toward staffing of the Justin Morrill State Historic Site. Enclosed, please find a check in that amount.

The Directors request that any unspent portion of these funds be returned to the Foundation. We request that any modification in your use of these funds receives prior approval. In addition, we request that you notify us of any major organizational changes, including management and tax status.

We wish you continued success with all your endeavors and look forward to receiving updates on this effort.

Sincerely,



Geoffrey Parkinson
President

/fs

Enc.

RECEIVED

JUL 25 2017

VT DIVISION FOR
HISTORIC PRESERVATION



Foundation Services LLC

640 West Putnam Avenue, 3rd Floor, Greenwich, Connecticut 06830

April 28, 2017

Mr. William Jenney
Regional Historic Site Administrator
President Calvin Coolidge State Historic Site
Plymouth Notch Historic District
P.O. Box 247
Plymouth, VT 05056

Dear Mr. Jenney,

On behalf of the Directors of the Alma Gibbs Donchian Foundation, I am pleased to send you a check for \$3,000.00 toward your Homespun Treasures Textiles of Plymouth Notch Exhibit. Enclosed, please find a check in that amount.

The Directors request that any unspent portion of these funds be returned to the Foundation. They request that any modification in your use of these funds receives prior approval. In addition, they request that you notify us of any major organizational changes, including management and tax status.

The Directors extend their good wishes for your continued success in all your endeavors and look forward to receiving updates on your efforts.

Sincerely,

Geoffrey Parkinson Jr., Foundation Services LLC
on behalf of the Directors of the Alma Gibbs Donchian Foundation

Enc.



Foundation Services LLC

640 West Putnam Avenue, 3rd Floor, Greenwich, Connecticut 06830

April 28, 2017

Mr. William Jenney
Regional Historic Site Administrator
President Calvin Coolidge State Historic Site
Plymouth Notch Historic District
P.O. Box 247
Plymouth, VT 05056

Dear Mr. Jenney,

On behalf of the Directors of the Alma Gibbs Donchian Foundation, I am pleased to send you a check for \$3,000.00 toward The "Grace Coolidge Musicales". Enclosed, please find a check in that amount.

The Directors request that any unspent portion of these funds be returned to the Foundation. They request that any modification in your use of these funds receives prior approval. In addition, they request that you notify us of any major organizational changes, including management and tax status.

The Directors extend their good wishes for your continued success in all your endeavors and look forward to receiving updates on your efforts.

Sincerely,

Geoffrey Parkinson Jr., Foundation Services LLC
on behalf of the Directors of the Alma Gibbs Donchian Foundation

Enc.