MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Senior Fiscal Analyst
Date: September 24, 2014
Subject: Grant Request #2704, #2705, #2706, #2707

Enclosed please find four (4) items that the Joint Fiscal Office has received from the administration. Two (2) limited service positions are associated with these requests.

**JFO #2704** — One (1) **limited service position** in the Vermont Department of Health. This position will develop an improved reporting and analysis process for substance abuse prevention activities conducted by field staff and community partners. The position will assume responsibility for much of the federally required data collection work that field staff and community partners currently conduct, allowing them to focus on prevention activities. This position is 100% federally funded with additional Substance Abuse Prevention and Treatment Block Grant funds.

[JFO received 09/15/14]

**JFO #2705** — $1,269,582 grant from the Federal Emergency Management Agency to the Vermont Department of Public Safety. These funds will be used to provide Federal disaster assistance in response to the storms and flooding of April 2014 in Caledonia, Essex, Franklin, Lamoille, Orange, Orleans, and Washington Counties.

[JFO received 09/18/14]

**JFO #2706** — $50,000 grant from Chipotle Mexican Grill to the Vermont Department of Finance and Management. These funds will a portion of the cover costs associated with implementation and administration of new law that requires labeling of food produced from genetic engineering. The donated funds will be deposited in the Vermont Food Fight Fund.

[JFO received 09/18/14]

**JFO #2707** — $50,000 grant from the State Justice Institute to the Vermont Judiciary. These funds will be used to assess courthouse security in Vermont in accordance with Act 179 of 2014 (Sec. E.204.1). **Expedited review has been requested. Joint Fiscal Committee members will be contacted by October 8th with a request to waive the balance of the review period and accept this item.**

[JFO received 09/22/14]

Please review the enclosed materials and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; nlavery@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 October 8 we will assume that you agree to consider as final the Governor’s acceptance of these requests.
STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM

Grant Summary: This grant from the State Justice Institute will enable the Judiciary to conduct an independent review and assessment of courthouse security in Vermont. This is in response to a legislative mandate and required report due January 15, 2015 (Act 179, Sec E.204.1).

Date: 9/18/2014

Department: Vermont Judiciary-Office of the Court Administrator

Legal Title of Grant: Technical Assistance Grant-Courthouse Security Review and Assessment

Federal Catalog #: N/A SJI# SJI-14-T-241

Grant/Donor Name and Address: State Justice Institute, 11951 Freedom Dr., Suite 1020, Reston, Virginia 20190

Grant Period: From: 9/15/2014 To: 1/15/2015

Grant/Donation $50,000.00

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<thead>
<tr>
<th>SFY 1</th>
<th>SFY 2</th>
<th>SFY 3</th>
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<th>Comments</th>
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<tbody>
<tr>
<td>$50,000</td>
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Position Information:

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<tr>
<th># Positions</th>
<th>Explanation/Comments</th>
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<td>0</td>
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Additional Comments: The total project cost is $75K; a $50K grant from SJI and a $25K match from the Judiciary.

Has Vantage budget detail been reviewed and reconciled? Yes □ No X

Department of Finance & Management
Secretary of Administration
Sent To Joint Fiscal Office

RECEIVED
SEP 22 2014

JOINT FISCAL OFFICE
September 16, 2014

Honorable Peter S. Shumlin, Governor, State of Vermont

Members, Joint Fiscal Committee

Dear Governor Shumlin and members of the Joint Fiscal Committee:

Attached please find a Grant Acceptance application (AA-1) to allow the Vermont Judiciary to receive a $50,000 grant from the State Justice Institute to support the Judiciary’s Courthouse Security and Review Assessment. The grant will be matched by $25,000 of state cash and in-kind resources, which will be provided within the Judiciary’s existing budget; no additional state resources are requested.

The legislature, in Act 179 (Big Bill), Section E.204.1, requires the Judiciary to conduct a courthouse security study and provide a report to the legislature by January 15, 2015. The Judiciary supports the importance of an updated security review. Given its budget situation, however, the Judiciary requested State funds for the required study. Those funds were not provided. The Judiciary therefore successfully sought grant funding.

In order to begin the study as soon as possible in order to attempt to meet the statutory deadline, the Judiciary requests expedited processing of this application.

Please let us know if you have any questions.

Sincerely,

Matthew D. Riven
Chief of Finance and Administration
### STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE

(Form AA-1)

| 1. Agency: | Vermont Judicial Branch |
| 2. Department: | Office of the Court Administrator |
| 3. Program: | Security and Safety Program |
| 4. Legal Title of Grant: | Technical Assistance Grant - Courthouse Security Review and Assessment |
| 5. Federal Catalog #: | None, Grant Number SJI-14-T-241 |

**6. Grant/Donor Name and Address:**
State Justice Institute, 11951 Freedom Drive, Suite 1020, Reston, VA 20190

**7. Grant Period:**
From: 9/15/2014  
To: 1/15/2015

**8. Purpose of Grant:**
Independent Review and Assessment of Courthouse Security

**9. Impact on existing program if grant is not Accepted:**
In response to legislative mandate and required report due January 15, 2015  Act 179, Sec E.204.1

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<td>Operating Expenses</td>
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<tr>
<td>Cash</td>
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<td>In-Kind</td>
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<td>(Direct Costs)</td>
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<td>(Statewide Indirect)</td>
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<td>(Departmental Indirect)</td>
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<td>Grant (source SJI)</td>
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<td>Total</td>
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**Appropriation No:** 2120000000 Fund 21908  
**Amount:** $50,000  
**Existing Budget:** $25,000

**Has current fiscal year budget detail been entered into Vantage?**  
[X] Yes  [ ] No

Department of Finance & Management  
Version 1.7_6/19/2013
STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE (Form AA-1)

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:

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<tr>
<th># Positions</th>
<th>Title</th>
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Total Positions

12a. Equipment and space for these positions:

☐ Is presently available.  ☐ Can be obtained with available funds.

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: 9/17/2014
Title: Patricia Gabel, Court Administrator

Signature: ____________________________ Date: 9/17/2014
Title: Matthew D. Riven, Chief of Finance and Administration

Approved: ____________________________ Date: 9/18/14

Check One Box:  
☐ Accepted  
☐ Rejected

Governor’s signature: ____________________________ Date: 9/19/14

Required GRANT Documentation

☐ Request Memo  
☐ Dept. project approval (if applicable)  
☐ Notice of Award  
☐ Grant Agreement  
☐ Grant Budget

☐ Notice of Donation (if any)  
☐ Grant (Project) Timeline (if applicable)  
☐ Request for Extension (if applicable)  
☐ Form AA-1PN attached (if applicable)

(*) 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).
September 9, 2014

William F. Gerke, Jr.
Security and Safety Program Manager
Vermont Office of the Court Administrator
109 State Street
Montpelier, VT 05609

Mr. Gerke:

On behalf of the SJI Board of Directors, I am pleased to inform you that the Vermont Office of the Court Administrator has been awarded a grant to support the application titled, Courthouse Security Review and Assessment. The project has been assigned Grant Number SJI-14-T-241. Please use this number on all correspondence to SJI regarding this grant.

Enclosed are the original and one copy of the Grant Award. Please sign both and return the signed original to SJI. Keep the copy for your records. Please note that SJI's Grant Guideline requires submission of two copies of the progress and financial status reports 30 days after the end of each calendar quarter. Reports must be received in hard copy and should not be emailed. In addition, please review all compliance and financial requirements listed in the SJI Grant Guideline: http://www.sji.gov/PDF/Grant_Guideline_FY_2014.pdf.

Grant payments from SJI will be made through electronic fund transfers (EFTs) or hard checks issued directly from the U.S. Treasury. You are encouraged to participate in EFT since it is a faster form of receiving payment from the U.S. Treasury. Both the Request for Advance or Reimbursement (Form R) and EFT form (SF 3881) can be found on the SJI website: http://www.sji.gov/forms.php, in addition to the Form Q – Quarterly Progress Report, and Form F – Quarterly Financial Report.

If you have any programmatic or financial questions, please contact
SJI at 571-313-8843, or contact@sjj.gov. We look forward to working with you.

Sincerely,

Jonathan D. Mattiello
Executive Director