



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: June 1, 2012
Subject: Grant Request

Enclosed please find two (2) items that the Joint Fiscal Office has received from the administration.

JFO #2566 – \$90,000 grant from the Institute for Intergovernmental Research to the Vermont Department of Public Safety. These funds will be used to comply with the provisions of the Sex Offender Registration and Notification Act through purchase and implementation of systems related to sex offender management.

[JFO received 5/25/12]

JFO #2567 – \$221,000 donation (in form of land value) from the Vermont Land Trust to the Vermont Department of Fish and Wildlife (DFW). This donation represents the difference between the appraised value of the donated property (\$296,000) and the purchase price (\$75,000) to be paid by DEC. The property is a 269 acre parcel located in Canaan and Lemington, and will become a Wildlife Management Area.

[JFO received 5/25/12]

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 Joint Fiscal Committee review. Unless we hear from you to the contrary by June 15 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

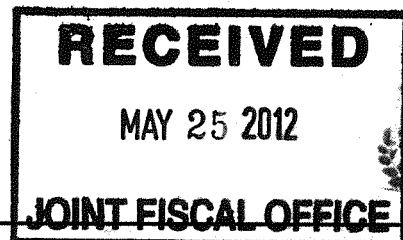
[phone] 802-828-2376
 [fax] 802-828-2428

Agency of Administration

SPD 2566

**STATE OF VERMONT
 FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary:		To implement technical systems to comply with provisions of the Sex Offender Registration and Notification Act (SORNA)			
Date:		5/02/2012			
Department:		Department of Public Safety - Criminal Justice Services (CJS)			
Legal Title of Grant:		Cooperative Agreement - Dru Sjodin National Sex Offender Public Website Maintenance, Operation and Enhancement			
Federal Catalog #:		16.580			
Grant/Donor Name and Address:		Institute for Intergovernmental Research, Tallahassee, FL			
Grant Period:		From:	To:		
		4/1/2012	8/31/2012		
Grant/Donation					
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$90,000	\$	\$	\$90,000	
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:					
Department of Finance & Management				(Initial) <i>DB 5/2/12</i>	
Secretary of Administration				<i>MC 05/07/12</i> (Initial)	
Sent To Joint Fiscal Office				Date	



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

BASIC GRANT INFORMATION				
1. Agency:				
2. Department:		Public Safety		
3. Program:		Criminal Justice Services- Vermont Criminal Information Center		
4. Legal Title of Grant:		Cooperative agreement - Dru Sjodin National Sex Offender Public Website Maintenance, Operation, and Enhancement		
5. Federal Catalog #:		16.580		
6. Grant/Donor Name and Address: Institute for Intergovernmental Research PO Box 12729 Tallahassee, FL 32317-2729				
7. Grant Period:		From: 4/1/2012	To: 8/31/2012	
8. Purpose of Grant: For the implementation of technical systems for the purpose of complying with provisions of the Sex Offender Registration and Notification Act (SORNA).				
9. Impact on existing program if grant is not Accepted: DPS will not be compliant with the provisions of SORNA.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 12	FY	FY	
Personal Services	\$	\$	\$	
Operating Expenses	\$90,000	\$	\$	
Grants	\$	\$	\$	
Total	\$90,000	\$	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$90,000	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$90,000	\$	\$	
Appropriation No:	2140020000	Amount:	\$90,000	
			\$	
			\$	
			\$	
			\$	

APR 30 2012

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

		\$
		\$
	Total	\$90,000

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: *JW* (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: <u> <i>John Wood</i> </u>	Date: <u> 4/26/2012 </u>
Title: Commissioner	
Signature: _____	Date: _____
Title: _____	

14. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Accepted	<u> <i>[Signature]</i> </u> (Governor's signature)	Date: <u> 5/19/12 </u>
<input type="checkbox"/> Rejected		

15. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/> Request to JFO	<u> <i>[Signature]</i> </u> (Secretary's signature or designee)	Date: <u> 05/07/12 </u>
<input type="checkbox"/> Information to JFO		

16. DOCUMENTATION REQUIRED *DD 5/2/12*

Required GRANT Documentation	
<input type="checkbox"/> Request Memo	<input 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

ATTACHMENT A

Vermont Department of Public Safety

SORNA Systems Implementation

Project Description

The Vermont Department of Public Safety (*VDPS*) has awarded contracts for the implementation of technical systems for the purpose of complying with provisions of the Sex Offender Registration and Notification Act (SORNA).

In order for *VDPS* to successfully implement a SORNA-compliant sex offender management, *VDPS* will execute a project that includes the following:

- Purchase a document capture and management system that allows *VDPS* to digitally acquire and retain Sex Offender documentation pursuant to SORNA requirements. This is needed by the Sex Offender Registry (SOR), because it is required by SORNA for compliancy to have digitized copies of all documents, particularly scanned offender-signed registration documents, driver's licenses, passports, probation and court records, etc. This project involves the purchase of a document management software program and at a minimum two (2) scanning units—estimated cost is \$11,500.
- Purchase three years' license/support for a proactive outbound automated phone system for assisting in compliance with all Vermont offenders that is integrated with the SOR software. The proactive outbound automated phone calling system is designed to remind offenders of their upcoming verification requirements. The first benefit is that more offenders show up to verify their address and other required information. The second benefit is that the system will flag and alert the registry of phone number exceptions, such as an offender giving an incorrect phone number, a disconnected phone number, or if the offender no longer resides at the residence—estimated cost is \$37,500.
- Purchase three years' license/support for a Web-based offender information update system that allows sex offenders the opportunity to update their required offender information from their home or other location and is integrated with the SOR software—estimated cost is \$37,500.

The Institute for Intergovernmental Research (IIR) will reimburse *VDPS* a maximum of \$90,000 for purchases/services provided by *VDPS* to implement technical systems necessary for the state of Vermont to comply with provisions of SORNA.

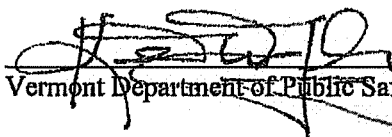
Subaward Agreement
between the
Vermont Department of Public Safety
and the
Institute for Intergovernmental Research (IIR)
for
Technical Assistance for SORNA Technical Systems Implementation

This Subaward Agreement (*Agreement*) is entered into as of the 1st day of April, 2012, by and between the Institute for Intergovernmental Research (*IIR*) and the Vermont Department of Public Safety (*VDPS*), as technical assistance support for the implementation of technical systems for the purpose of complying with provisions of the Sex Offender Registration and Notification Act (SORNA). Funds have been allocated to *IIR* under Catalog of Federal Domestic Assistance (CFDA) Number 16.580 by the U.S. Department of Justice, Office of Justice Programs, in federal Grant Award Number 2007-DD-BX-K259, Dru Sjodin National Sex Offender Public Website Maintenance, Operation, and Enhancement, to provide assistance for registration jurisdictions. The following terms and conditions govern this *Agreement*:

- a. The term of this *Agreement* is for the time period from April 1, 2012, to August 31, 2012. Either party may withdraw by delivering ten days' written notice to the other party of its intent to withdraw from this *Agreement*.
- b. *IIR* appoints Adam Lehmann as its representative to coordinate with *VDPS*.
- c. *VDPS* agrees to implement SORNA-compliant technical systems as mutually agreed and identified in the Project Description at Attachment A. *VDPS* certifies that the state of Vermont's procurement process will be utilized for the selection of the vendor(s) to provide the goods and services as outlined in Attachment A and that the procurement of these goods and services complies with the rules, restrictions, and requirements of the state of Vermont.
- d. *IIR* agrees to pay *VDPS* on a reimbursement basis for actual costs incurred as described in the attached Project Description up to an amount not to exceed \$90,000.
- e. All financial transactions conducted under this *Agreement* will be in compliance with applicable federal Office of Management and Budget (OMB) circulars and federal financial guidelines, rules, and regulations.
- f. *VDPS* will bill *IIR* for agreed-upon allowable costs incurred during the invoice period. Invoices will include appropriate backup documentation and may be submitted on a monthly basis. *IIR* shall pay *VDPS*'s invoice within 30 days after submission.

- g. *VDPS* must invoice *IIR* for allowable expenses incurred pursuant to this *Agreement* within 30 days of the expiration of this *Agreement*. Invoices submitted after 30 days may not be paid, due to requirements associated with federal funding availability.
- h. *VDPS* will be the owner of equipment and software customizations acquired with funds from this *Agreement* and will provide for insurance, maintenance, repair, inventorying, and other requirements, as appropriate.
- i. *VDPS* will provide a progress report with each invoice summarizing the progress to date, revisions to the timeline for completion of the project, changes in the project scope, and any system enhancements made through this project.
- j. At project completion, *VDPS* will provide a final report on the project, to include a summary of any system enhancements made through the project.
- k. Attachment A, Project Description; Attachment B, Additional Provisions; and Attachment C, Federal Rules and Regulations, are hereby incorporated by reference and made a part hereof.

Accepted:


Vermont Department of Public Safety

Keith W. Flynn

Printed Name and Title

103 South Main Street

Address: Waterbury, VT 05671-2101

Phone: 802-241-5574 Tracy O'Connell

E-mail: grantnotification@state.vt.us

Accepted:


Institute for Intergovernmental Research