



**STATE OF VERMONT**  
LEGISLATIVE JOINT FISCAL OFFICE

MEMORANDUM

TO: Joint Fiscal Committee Members

FROM: Maria Belliveau, Associate Fiscal Officer

A handwritten signature in black ink, appearing to be "MB", written over the printed name of Maria Belliveau.

DATE: November 10, 2015

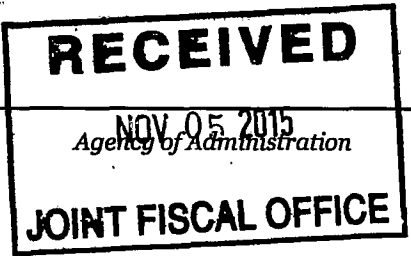
SUBJECT: JFO #2795 – Request from the Vermont Center for Crime Victim Services

The Vermont Center for Crime Victim Services is requesting the authority to accept a \$72,125 grant from the U.S. Department of Justice, Office for Victims of Crime. The grant funds will be used to purchase a new case management system for the Victim Compensation Program. The anticipated cost of the case management system is \$83,900. The additional \$11,775 required in addition to the grant funds will be provided by the Compensation Special Fund.

Please review the enclosed materials and notify the Joint Fiscal Office (Maria Belliveau at (802) 828-5971; [mbelliveau@leg.state.vt.us](mailto:mbelliveau@leg.state.vt.us), or Dan Dickerson 802-828-2472; [ddickerson@leg.state.vt.us](mailto:ddickerson@leg.state.vt.us)) if you have questions or would like this item held for legislative review. Unless you respond to the contrary by November 24, 2015 it will be assumed that you agree to consider as final the Governor's acceptance of this grant.



JFO # 2795



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

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

STATE OF VERMONT  
FINANCE & MANAGEMENT GRANT REVIEW FORM

**Grant Summary:** The purpose of this grant is to build state technology capacity to purchase a new case management system for the Victim Compensation Program.

**Date:** 10/23/2015

**Department:** Vermont Center for Crime Victim Services

**Legal Title of Grant:** Computerized Crime Victim Compensation System in Vermont

**Federal Catalog #:** 2015-XV-BX-K010

**Grant/Donor Name and Address:** Dept of Justice, Office for Victims of Crime, 810 7th Street, NW, Washington DC 20531

**Grant Period:** From: 10/1/2015 To: 9/30/2018

**Grant/Donation** \$72,125

	SFY 1	SFY 2	SFY 3	Total	Comments
<b>Grant Amount:</b>	\$72,125	\$	\$	\$72,125	

Position Information:	# Positions	Explanation/Comments
	0	

**Additional Comments:**  
Has Vantage budget detail been reviewed and reconciled?  Yes  No He (Analyst Initial)

Department of Finance & Management	BSJ 10/23/15	(Initial)
Secretary of Administration	RC 10/23/15	(Initial)
Sent To Joint Fiscal Office		Date 11/3/15



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

BASIC GRANT INFORMATION			
1. Agency:	Vermont Center for Crime Victim Services		
2. Department:			
3. Program:			
4. Legal Title of Grant:	Computerized Crime Victim Compensation System in Vermont		
5. Federal Catalog #:	2015-XV-BX-K010		
6. Grant/Donor Name and Address:	Department of Justice -Office for Victims of Crime		
7. Grant Period:	From:	10/1/2015	To: 9/30/2018
8. Purpose of Grant:	FY15 Vision 21: Building State Technology Capacity Competitive Solicitation for new case management system for Victim Compensation Program.		
9. Impact on existing program if grant is not Accepted:			

10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
	FY 15	FY 16	FY 17	
<b>Expenditures:</b>				
Personal Services	\$	\$	\$	
Operating Expenses	\$83,900	\$	\$	
Grants	\$	\$	\$	
<b>Total</b>	<b>\$83,900</b>	<b>\$</b>	<b>\$</b>	
<b>Revenues:</b>				
State Funds:	\$11875.	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$72,125	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source )	\$	\$	\$	
<b>Total</b>	<b>\$83900.</b>	<b>\$</b>	<b>\$</b>	

Appropriation No:	Amount:	\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	<b>Total</b>	<b>\$</b>

OCT 13 2015

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

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

**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: Judy Rex Agreed by: JRex (initial)

12. Limited Service Position Information:	# Positions	Title
<b>Total Positions</b>		

**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>Judy Rex</u>	Date: 10/1/2015
Title: Executive Director	
Signature:	Date:
Title:	

**14. SECRETARY OF ADMINISTRATION**

Approved: [Signature] (Secretary or designee signature) Date: 1/2/15

**15. ACTION BY GOVERNOR**

Check One Box: Accepted  
 Rejected

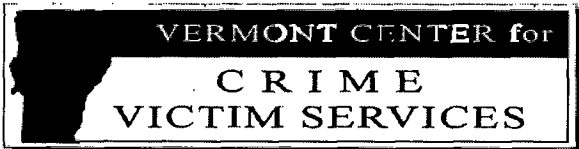
(Governor's signature) [Signature] Date: 1/2/15

**16. DOCUMENTATION REQUIRED**

- Required GRANT Documentation**
- |   |  |
|---|--|
| <input checked="" 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 checked="" type="checkbox"/> Notice of Award             | <input type="checkbox"/> Request for Extension (if applicable)           |
| <input type="checkbox"/> Grant Agreement                        | <input checked="" 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).



# Memo

**To:** Commissioner of Finance & Management  
**From:** Carol L. Brochu, Finance Manager  
**cc:** Judy Rex, Executive Director  
**Date:** October 8, 2015  
**Re:** Request for Grant Acceptance- 2015-XV-BX-K010

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The Vermont Center for Crime Victim Services has received from the Department of Justice Office for Victims of Crime, the Computerized Crime victim Compensation System in Vermont in the amount of \$72,125.00.

The purpose of the grant is to build state technology capacity to purchase a new case management system for the Victim Compensation Program.

The project includes a fixed cost of \$69,900 for the database, and a fixed price of \$14,000 for the annual fee for software maintenance, support and upgrades. The Center will make an excess receipts request from the Compensation Special Fund for the difference of \$11,375.

ck



Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

Cooperative Agreement

PAGE 1 OF 9

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Vermont Center for Crime Victim Services 58 South Main Street, Suite 1 Waterbury, VT 05676-1599		4. AWARD NUMBER: 2015-XV-BX-K010	
2a. GRANTEE IRS/VENDOR NO. 036000262		5. PROJECT PERIOD: FROM 10/01/2015 TO 09/30/2018 BUDGET PERIOD: FROM 10/01/2015 TO 09/30/2018	
2b. GRANTEE DUNS NO. 137133737		6. AWARD DATE 09/24/2015	7. ACTION Initial
3. PROJECT TITLE Computerized Crime victim Compensation System in Vermont		8. SUPPLEMENT NUMBER 00	9. PREVIOUS AWARD AMOUNT \$ 0
		10. AMOUNT OF THIS AWARD	\$ 72,125
		11. TOTAL AWARD	\$ 72,125
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under Department of Justice Appropriations Act, 2015 (P.L. 113-235)			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.826 - Vision 21			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Joye E. Frost Director		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Judy Rex Executive Director	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 9/30/15
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B XV 40 00 00 72125		21. PXVPGT0242	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**GRANT MANAGER'S MEMORANDUM, PT. I:  
PROJECT SUMMARY**

**Cooperative Agreement**

PROJECT NUMBER

2015-XV-BX-K010

PAGE 1 OF 1

This project is supported under Department of Justice Appropriations Act, 2015 (P.L. 113-235)

**1. STAFF CONTACT (Name & telephone number)**

Shadine Jankovic  
(202) 305-7807

**2. PROJECT DIRECTOR (Name, address & telephone number)**

Judy Rex  
Executive Director  
58 South Main Street  
Waterbury, VT 05676  
(802) 241-1250 ext.106

**3a. TITLE OF THE PROGRAM**

OVC FY 15 Vision 21: Building State Technology Capacity Competitive Solicitation

**3b. POMS CODE (SEE INSTRUCTIONS  
ON REVERSE)**

**4. TITLE OF PROJECT**

Computerized Crime victim Compensation System in Vermont

**5. NAME & ADDRESS OF GRANTEE**

Vermont Center for Crime Victim Services  
58 South Main Street, Suite 1  
Waterbury, VT 05676-1599

**6. NAME & ADDRESS OF SUBGRANTEE**

**7. PROGRAM PERIOD**

FROM: 10/01/2015 TO: 09/30/2018

**8. BUDGET PERIOD**

FROM: 10/01/2015 TO: 09/30/2018

**9. AMOUNT OF AWARD**

\$ 72,125

**10. DATE OF AWARD**

09/24/2015

**11. SECOND YEAR'S BUDGET**

**12. SECOND YEAR'S BUDGET AMOUNT**

**13. THIRD YEAR'S BUDGET PERIOD**

**14. THIRD YEAR'S BUDGET AMOUNT**

**15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)**

Vision 21: Transforming Victim Services Final Report (Vision 21), a framework for strategic change in the victim services field. The goal of Vision 21 is to change the way we respond to victims in this Nation, through a comprehensive and systemic approach, to ensure that every victim of crime receives the best responses and services. Vision 21 outlined recommendations in four broad categories: (1) conduct continuous rather than episodic strategic planning; (2) support the development of research; (3) ensure the statutory, policy, and programmatic flexibility to address enduring and emerging crime victim issues; and (4) build and institutionalize capacity through an infusion of technology, training, and innovation to ensure that the field is equipped to meet the demands of the 21st century. The Vision 21: Building State Technology Capacity program addresses the needs of state compensation program grantees to build electronic data collection capacity. This program is specifically for the improvement of data collection efforts to help increase the accuracy of administrative reporting through the OVC Performance Management Tool. CA/NCF