



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: James Reardon, Commissioner of Finance & Management  
From: Nathan Lavery, Fiscal Analyst  
Date: December 28, 2010  
Subject: JFO #2473, #2474, #2475, #2476

No Joint Fiscal Committee member has requested that the following items be held for review:

**JFO #2473** — \$10,000 grant from the State of Connecticut Department of Agriculture to the Agency of Agriculture, Food & Markets. This grant will support a New England regional study to determine if there is a viable option for connecting local growers and producers to institutional markets.  
[JFO received 11/17/10]

**JFO #2474** — \$500,000 grant from the U.S. Department of Justice to the Vermont Department of Education. This grant will support extended education programs for at-risk school aged children outside of routine school hours.  
[JFO received 11/17/10]

**JFO #2475** — \$150,000 grant from the U.S. Department of Justice to the Vermont Department of Public Safety. This grant will be used to upgrade Vermont's statewide sex offender registry.  
[JFO received 11/17/10]

**JFO #2476** — \$400,000 grant from the U.S. Department of Commerce to the Vermont Department of Economic, Housing and Community Development. This funding will assist Vermont businesses in accessing and developing export sales by supporting international trade shows, international export training, international market development, and client resources.  
[JFO received 11/17/10]

The Governor's approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Roger Allbee, Secretary  
Armando Vilaseca, Commissioner  
Thomas Tremblay, Commissioner  
Tayt Brooks, Commissioner



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Nathan Lavery, Fiscal Analyst  
Date: November 19, 2010  
Subject: Grant Request

Enclosed please find six (6) request that the Joint Fiscal Office has received from the administration.

**JFO #2471** — \$65,474 grant from the Federal Emergency Management Agency (FEMA) to the Department of Public Safety. This grant will support hazard mitigation projects in Marlboro. **Expedited review of this item has been requested. Joint Fiscal Committee members will be contacted by December 3 with a request to waive the statutory review period and accept this item.**  
[JFO received 11/9/10]

**JFO #2472** — \$65,474 grant from the Federal Emergency Management Agency (FEMA) to the Department of Public Safety. This grant will support hazard mitigation projects in Fairfield, Windsor, S. Windsor and Ottauquechee region. **Expedited review of this item has been requested. Joint Fiscal Committee members will be contacted by December 3 with a request to waive the statutory review period and accept this item.**  
[JFO received 11/9/10]

**JFO #2473** — \$10,000 grant from the State of Connecticut Department of Agriculture to the Agency of Agriculture, Food & Markets. This grant will support a New England regional study to determine if there is a viable option for connecting local growers and producers to institutional markets.  
[JFO received 11/17/10]

**JFO #2474** — \$500,000 grant from the U.S. Department of Justice to the Vermont Department of Education. This grant will support extended education programs for at-risk school aged children outside of routine school hours.  
[JFO received 11/17/10]

**JFO #2475** — \$150,000 grant from the U.S. Department of Justice to the Vermont Department of Public Safety. This grant will be used to upgrade Vermont's statewide sex offender registry.  
[JFO received 11/17/10]

**JFO #2476** — \$400,000 grant from the U.S. Department of Commerce to the Vermont Department of Economic, Housing and Community Development. This funding will assist Vermont businesses in accessing and developing export sales by supporting international trade shows, international export training, international market development, and client resources.

[JFO received 11/17/10]

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at 802-828-1488; [nlavery@leg.state.vt.us](mailto:nlavery@leg.state.vt.us)) if you have questions or would like an item held for Joint Fiscal Committee review.

cc: James Reardon, Commissioner  
Thomas Tremblay, Commissioner  
Roger Allbee, Secretary  
Armando Vilaseca, Commissioner  
Tayt Brooks, Commissioner

**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

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

<b>Grant Summary:</b>	This grant is for a New England regional study to determine if there is a viable option connecting local growers and producers to institutional markets.				
<b>Date:</b>	11/5/2010				
<b>Department:</b>	Agriculture Food and Markets				
<b>Legal Title of Grant:</b>	New England Dairy Beef/Farm to InstitutionMarket Research Project				
<b>Federal Catalog #:</b>	NA				
<b>Grant/Donor Name and Address:</b>	State of Connecticut, Department of Agriculture, 165 Capitol Avenue, Hartford, CT 06106				
<b>Grant Period:</b>	<b>From:</b>	11/1/2010	<b>To:</b>	12/31/2011	
<b>Grant/Donation</b>	\$10,000				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$7,500	\$2,500	\$	\$10,000	

<b>Position Information:</b>	<b># Positions</b>	<b>Explanation/Comments</b>
	0	
<b>Additional Comments:</b>	There will also be personal service contracts related to this grant.	

<b>Department of Finance &amp; Management</b>	<i>[Signature]</i> 11/10/10	(Initial)
<b>Secretary of Administration</b>	<i>[Signature]</i> 11.1.2/10	(Initial)
<b>Sent To Joint Fiscal Office</b>		Date

**RECEIVED**  
 NOV 17 2010  
**JOINT FISCAL OFFICE**

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

<b>BASIC GRANT INFORMATION</b>				
<b>1. Agency:</b>	Agency of Agriculture, Food & Markets			
<b>2. Department:</b>				
<b>3. Program:</b>	New England Dairy Beef/Farm to Institution Market Research Project			
<b>4. Legal Title of Grant:</b>	New England Dairy Beef/Farm to Institution Market Research Project			
<b>5. Federal Catalog #:</b>				
<b>6. Grant/Donor Name and Address:</b>				
State of Connecticut				
Department of Agriculture				
165 Capitol Avenue				
Hartford, CT 06106				
<b>7. Grant Period:</b>	<b>From:</b>	11/1/2010	<b>To:</b>	12/31/2011
<b>8. Purpose of Grant:</b>				
The funds will be used for a regional study that will provide the research to determine if there is a viable option connecting local growers and producers to institutional markets.				
<b>9. Impact on existing program if grant is not Accepted:</b>				
If the grant is not accepted, there will be no impact.				
<b>10. BUDGET INFORMATION</b>				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	
<b>Expenditures:</b>	<b>FY 2011</b>	<b>FY FY2012</b>	<b>FY</b>	<b>Comments</b>
Personal Services	\$7,500	\$2,500	\$	
Operating Expenses	\$	\$	\$	
Grants	\$	\$	\$	
<b>Total</b>	<b>\$7,500</b>	<b>\$2,500</b>	<b>\$</b>	
<b>Revenues:</b>				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source CT Dept. of Agriculture)	\$7,500	\$2,500	\$	
<b>Total</b>	<b>\$7,500</b>	<b>\$2,500</b>	<b>\$</b>	
<b>Appropriation No:</b>	2200030000	<b>Amount:</b>	\$10,000	
	Fund 21889		\$	
			\$	
			\$	

REC'D NOV 05 2010

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

		\$
		\$
		\$
	<b>Total</b>	\$10,000

**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: DB (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: Diane Bottipelli For Roger Allbee Date: 11/5/10  
 Title: Deputy Secretary  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_

**14. SECRETARY OF ADMINISTRATION**

Approved: \_\_\_\_\_ (Secretary or designee signature) Date: 11/12/10  
TH T. Hill

**15. ACTION BY GOVERNOR**

Check One Box: Accepted  
 \_\_\_\_\_ (Governor's signature) Date: 11/16/10  
 Rejected

**16. DOCUMENTATION REQUIRED**

**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**



STATE OF CONNECTICUT

DEPARTMENT OF AGRICULTURE

Office of the Commissioner



June 16, 2010

TO: Roger Allbee, Secretary of Agriculture  
Vermont Agency of Agriculture  
116 State Street  
Montpelier, VT 05489

FR: F. Philip Prelli, Commissioner  
Connecticut Department of Agriculture  
165 Capitol Avenue  
Hartford, CT 06106

RE: New England Dairy Beef/ Farm to Institution Market Research Project

This memo is to confirm that the Connecticut Department of Agriculture has committed \$10,000.00 to the New England Dairy Beef/ Farm to Institution Market Research Project. The funds will be used for a regional study that will provide the research to determine if there is available option connecting local growers and producers to institutional markets. Using our combined resources and our capable Farm to Institution network in New England, we look forward to the results of this study to see if we can create institutional demand for local beef, despite of the challenges of price, volume and critical mass of product in one location.

Our agency understands that the monies committed will be used for the objective and scope of work set forth by the Vermont Agency of Agriculture, which includes the process and hiring of a qualified individual or organization to work with the Agency, New England State Departments of Agriculture, Northeast Farm to School Network and New England Dairy Promotion Council to determine the demand and infrastructure needed to support an institutional market for New England ground dairy beef. Their tasks will include the:

1. Review of completed research, secondary literature and data: Review existing research, identify related literature and data.
2. Conduct statistically valid research: Contractor will survey institutional buyers around the region to determine the market segmentation, volume, actual product i.e. frozen bulk, patties, precooked and/or hormone free, price point and preferred distribution of a dairy beef product.
3. Conduct focus groups: Focus groups will be held in each New England state to determine the end users/eater's preference for a New England ground beef and on site marketing needs for such a product.
4. Determine the value chain: Research capacity, logistics and infrastructure needs to process, produce and distribute a New England ground beef product.
5. Develop final report: Submit and present final report to include overall market research, business model, infrastructure needs, and financial projections.

Our agency understands the Vermont Agency of Agriculture will supervise the efforts of the selected person(s) and keep our agency abreast of the progress of the project. It is our understanding that the Connecticut Department of Agriculture will have a minimal amount of work to perform, mostly in the form of supplying connections to the Connecticut producers and other similar contact information.

165 Capitol Avenue, Hartford, CT 06106  
Phone: 860-713-2503 Fax: 860-713-2516  
*An Equal Opportunity Employer*

To: Governor Douglas

From: Chelsea Bardot Lewis

Re: Connecticut contribution to regional Beef-to-Institution initiative

As a key partner in the regional farm-to-institution partnership, the Connecticut Department of Agriculture has contributed \$10,000 towards research on the institutional market demand for regionally produced beef.

The departments of agriculture in the six New England states have a strong history of collaboration in many areas, including farm-to-institution, meat processing, and dairy. The six commissioners have been meeting periodically (and will meet in Boston on Thursday, Nov. 18) to discuss progress in these key areas, and the beef-to-institution research is a key component of this collaboration.

Along with the financial contribution, staff at the CT DOA will provide information on institutional leaders in the local foods movement in Connecticut and elsewhere in Southern New England.

Projected outcomes within the first year include a 1% increase in institutional sales of regionally-produced beef, 1 additional distributor carrying regionally-produced beef, and 2 additional institutions stocking regionally-produced beef regularly.



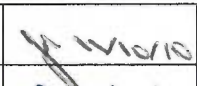



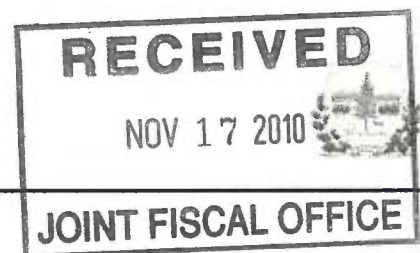
**State of Vermont**  
 Department of Finance & Management  
 109 State Street, Pavilion Building  
 Montpelier, VT 05620-0401

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

Agency of Administration

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

<b>Grant Summary:</b>	This grant is for a New England regional study to determine if there is a viable option connecting local growers and producers to institutional markets.				
<b>Date:</b>	11/5/2010				
<b>Department:</b>	Agriculture Food and Markets				
<b>Legal Title of Grant:</b>	New England Dairy Beef/Farm to InstitutionMarket Research Project				
<b>Federal Catalog #:</b>	NA				
<b>Grant/Donor Name and Address:</b>	State of Connecticut, Department of Agriculture, 165 Capitol Avenue, Hartford, CT 06106				
<b>Grant Period:</b>	<b>From:</b>	11/1/2010	<b>To:</b>	12/31/2011	
<b>Grant/Donation</b>	\$10,000				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$7,500	\$2,500	\$	\$10,000	
<b>Position Information:</b>	<b># Positions</b>	<b>Explanation/Comments</b>			
	0				
<b>Additional Comments:</b>	There will also be personal service contracts related to this grant.				
<b>Department of Finance &amp; Management</b>					(Initial)
<b>Secretary of Administration</b>					(Initial)
<b>Sent To Joint Fiscal Office</b>					<b>Date</b>



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

BASIC GRANT INFORMATION				
<b>1. Agency:</b>	Agency of Agriculture, Food & Markets			
<b>2. Department:</b>				
<b>3. Program:</b>	New England Dairy Beef/Farm to Institution Market Research Project			
<b>4. Legal Title of Grant:</b>	New England Dairy Beef/Farm to Institution Market Research Project			
<b>5. Federal Catalog #:</b>				
<b>6. Grant/Donor Name and Address:</b>	State of Connecticut Department of Agriculture 165 Capitol Avenue Hartford, CT 06106			
<b>7. Grant Period:</b>	<b>From:</b>	11/1/2010	<b>To:</b>	12/31/2011
<b>8. Purpose of Grant:</b>	The funds will be used for a regional study that will provide the research to determine if there is a viable option connecting local growers and producers to institutional markets.			
<b>9. Impact on existing program if grant is not Accepted:</b>	If the grant is not accepted, there will be no impact.			
10. BUDGET INFORMATION				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Comments</b>
<b>Expenditures:</b>	<b>FY 2011</b>	<b>FY FY2012</b>	<b>FY</b>	
Personal Services	\$7,500	\$2,500	\$	
Operating Expenses	\$	\$	\$	
Grants	\$	\$	\$	
<b>Total</b>	\$7,500	\$2,500	\$	
<b>Revenues:</b>				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source CT Dept. of Agriculture)	\$7,500	\$2,500	\$	
<b>Total</b>	\$7,500	\$2,500	\$	
<b>Appropriation No:</b>	2200030000	<b>Amount:</b>	\$10,000	
	Fund 21889		\$	
			\$	
			\$	

REC'D NOV 05 2010

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

			\$
			\$
			\$
		<b>Total</b>	\$10,000

**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: DB (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>Deanne Battifell For Roger Allbee</u>	Date: <u>11/5/10</u>
	Title: <u>Deputy Secretary</u>	
	Signature: _____	Date: _____
	Title: _____	

**14. SECRETARY OF ADMINISTRATION**

<input type="checkbox"/> Approved:	(Secretary or designee signature) <u>TH T. Hill</u>	Date: <u>4/12/10</u>
------------------------------------	--	----------------------

**15. ACTION BY GOVERNOR**

<input checked="" type="checkbox"/> Accepted	(Governor's signature) <u>[Signature]</u>	Date: <u>11/16/10</u>
<input type="checkbox"/> Rejected		

**16. DOCUMENTATION REQUIRED**

**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**



STATE OF CONNECTICUT

DEPARTMENT OF AGRICULTURE

Office of the Commissioner



June 16, 2010

TO: Roger Allbee, Secretary of Agriculture  
Vermont Agency of Agriculture  
116 State Street  
Montpelier, VT 05489

FR: F. Philip Prelli, Commissioner  
Connecticut Department of Agriculture  
165 Capitol Avenue  
Hartford, CT 06106

RE: New England Dairy Beef/ Farm to Institution Market Research Project

This memo is to confirm that the Connecticut Department of Agriculture has committed \$10,000.00 to the New England Dairy Beef/ Farm to Institution Market Research Project. The funds will be used for a regional study that will provide the research to determine if there is available option connecting local growers and producers to institutional markets. Using our combined resources and our capable Farm to Institution network in New England, we look forward to the results of this study to see if we can create institutional demand for local beef, despite of the challenges of price, volume and critical mass of product in one location.

Our agency understands that the monies committed will be used for the objective and scope of work set forth by the Vermont Agency of Agriculture, which includes the process and hiring of a qualified individual or organization to work with the Agency, New England State Departments of Agriculture, Northeast Farm to School Network and New England Dairy Promotion Council to determine the demand and infrastructure needed to support an institutional market for New England ground dairy beef. Their tasks will include the:

1. Review of completed research, secondary literature and data: Review existing research, identify related literature and data.
2. Conduct statistically valid research: Contractor will survey institutional buyers around the region to determine the market segmentation, volume, actual product i.e. frozen bulk, patties, precooked and/or hormone free, price point and preferred distribution of a dairy beef product.
3. Conduct focus groups: Focus groups will be held in each New England state to determine the end users/eater's preference for a New England ground beef and on site marketing needs for such a product.
4. Determine the value chain: Research capacity, logistics and infrastructure needs to process, produce and distribute a New England ground beef product.
5. Develop final report: Submit and present final report to include overall market research, business model, infrastructure needs, and financial projections.

Our agency understands the Vermont Agency of Agriculture will supervise the efforts of the selected person(s) and keep our agency abreast of the progress of the project. It is our understanding that the Connecticut Department of Agriculture will have a minimal amount of work to perform, mostly in the form of supplying connections to the Connecticut producers and other similar contact information.

165 Capitol Avenue, Hartford, CT 06106  
Phone: 860-713-2503 Fax: 860-713-2516  
*An Equal Opportunity Employer*

To: Governor Douglas

From: Chelsea Bardot Lewis

Re: Connecticut contribution to regional Beef-to-Institution initiative

As a key partner in the regional farm-to-institution partnership, the Connecticut Department of Agriculture has contributed \$10,000 towards research on the institutional market demand for regionally produced beef.

The departments of agriculture in the six New England states have a strong history of collaboration in many areas, including farm-to-institution, meat processing, and dairy. The six commissioners have been meeting periodically (and will meet in Boston on Thursday, Nov. 18) to discuss progress in these key areas, and the beef-to-institution research is a key component of this collaboration.

Along with the financial contribution, staff at the CT DOA will provide information on institutional leaders in the local foods movement in Connecticut and elsewhere in Southern New England.

Projected outcomes within the first year include a 1% increase in institutional sales of regionally-produced beef, 1 additional distributor carrying regionally-produced beef, and 2 additional institutions stocking regionally-produced beef regularly.