



# State of Vermont Agency of Commerce and Community Development

## FY2016 Budget

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February 2015

# AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT

## FY 16 BUDGET DETAIL

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# ACCD

## Mission/Outcomes

- To help Vermonters improve their quality of life and build strong communities.
  
- Statutory outcomes, re:
- Challenges for Change, Act 146 (2009 Adj. Session), Sec G1 (1) and (2)
  
- **Outcome 1:** *Vermont achieves a sustainable annual increase in nonpublic sector employment and in median household income.*
- **Outcome 2:** *Vermont attains a statewide, state-of-the-art telecommunications infrastructure.*

# AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT

## FY 16 GOVERNOR'S BUDGET RECOMMENDATION

### ALL FUNDS BY DEPARTMENT

<u>Department:</u>	<u>General Fund</u>	<u>Special Fund</u>	<u>Federal Fund</u>	<u>InterDept Transfer</u>	<u>Enterprise Fund</u>	<u>FY 15 Governor's Recommend</u>
ADMINISTRATION	\$ 3,391,307	\$3,569,800	\$ 800,000	\$ 170,000	\$ -	\$ 7,931,107
ECONOMIC DEVELOPMENT	\$ 4,563,634	\$ 929,650	\$ 738,238	\$ -	\$ -	\$ 6,231,522
HOUSING AND COMMUNITY DEVELOPMENT	\$ 2,536,040	\$4,954,698	\$8,239,493	\$ 142,082	\$ -	\$ 15,872,313
TOURISM AND MARKETING	<u>\$ 3,111,702</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 868,780</u>	<u>\$ 4,080,482</u>
GRAND TOTAL	<u>\$ 13,602,683</u>	<u>\$9,454,148</u>	<u>\$9,777,731</u>	<u>\$ 412,082</u>	<u>\$ 868,780</u>	<u>\$ 34,115,424</u>

# ACCD

## Budget Overview

### By Fund

<b>Fund Source</b>	<b>FY 2015 As Passed Budget</b>	<b>FY 2015 BAA Recommend</b>	<b>Increase/ (Decrease) As Passed to FY15 BAA Rec</b>	<b>FY 2016 Gov Recommend</b>	<b>Increase/ (Decrease) From FY 15 As Passed</b>	<b>FY 2016 % Incr/-Decr Over FY 15 As Passed</b>
<b>General Fund</b>	<b>\$13,306,411</b>	<b>\$13,178,915</b>	<b>(\$127,496)</b>	<b>\$13,602,683</b>	<b>\$296,272</b>	<b>2.2%</b>
<b>Special Fund</b>	<b>\$8,102,504</b>	<b>\$8,102,504</b>	<b>\$0</b>	<b>\$9,454,148</b>	<b>\$1,351,644</b>	<b>16.7%</b>
<b>Federal Fund</b>	<b>\$18,691,712</b>	<b>\$18,691,712</b>	<b>\$0</b>	<b>\$9,777,731</b>	<b>(\$8,913,981)</b>	<b>-47.7%</b>
<b>Enterprise Fund</b>	<b>\$830,693</b>	<b>\$830,693</b>	<b>\$0</b>	<b>\$868,780</b>	<b>\$38,087</b>	<b>4.6%</b>
<b>Inter-Dept Transfer Fund</b>	<b>\$435,000</b>	<b>\$435,000</b>	<b>\$0</b>	<b>\$412,082</b>	<b>(\$22,918)</b>	<b>-5.3%</b>
<b>Total ACCD</b>	<b>\$41,366,320</b>	<b>\$41,238,824</b>	<b>(\$127,496)</b>	<b>\$34,115,424</b>	<b>(\$7,250,896)</b>	<b>-17.5%</b>

**Agency of Commerce and Community Development  
FY 2016 Summary Budget Changes by Fund**

<b>FY 15 General Fund As Passed</b>	<b>\$13,306,411</b>
August Rescission	<b>(\$243,161)</b>
<b>FY 15 General Fund Amended</b>	<b>\$13,063,250</b>
Salary/Benefits Net Increase	\$431,038
Insurance (Workers' Comp, Property and General Liability) Decrease	(\$48,050)
VISION/HRMS Internal Service Fund Increase	\$6,910
HR Services Increase	\$10,524
DII Internal Service Fund Increase	\$6,178
National Life Rent Increase	\$6,256
SQL Software Assurance (3 year license, previously paid by DII)	\$10,422
VT Center for Geographic Information transition to state government	\$267,000
Eliminate VT Technology Alliance grant	(\$50,160)
Connect VT shortfall	\$25,312
Procurement Technical Assistance Center match loss from DOD	\$32,510
Eliminate majority of Creative Economy Program funding	(\$108,507)
Eliminate Bennington Composites Clusters grant	(\$30,000)
Eliminate VT Shires grant	(\$20,000)
<i>FY 16 Net Increase</i>	\$539,433
<i>Total Increase Net of FY 15 Budget Reduction</i>	\$296,272
<b>FY 16 General Fund Request</b>	<b>\$13,602,683</b>
<b>FY 15 Federal Fund</b>	<b>\$18,691,712</b>
National Park Service (NPS) -Funding for Historic Preservation Grants in Aid Increase	\$19,415
HUD -CDBG -Disaster Recovery I Program Admin	\$171,653
HUD -CDBG -Disaster Recovery II Program Administration	(\$18,524)
HUD HOME Program spending authority adjustment	\$24,956
EDA/VT Economic Resiliency Initiative spending authority adjustment	(\$389,168)
Dept of Defense -Procurement Technical Assistance Center -funding decrease	(\$770)
US Small Bus Admin -International Trade Assistance STEP III -new grant	\$314,008
US Small Bus Admin -International Trade Assistance STEP II grant completed	(\$15,000)
Internt'l Trade Assistance -Leahy Export Promotion grant completed	(\$15,000)
USDA -Rural Business Enterprise grant completed	(\$20,000)
Northern Borders Regional Commission grant -International Trade -completed	(\$186,000)
HUD -CDBG program income spending authority increase	\$200,449
HUD -CDBG-DR II-Disaster Recovery Assist Grant Spending Auth Decrease for completed work	(\$9,000,000)
<i>Total Decrease</i>	(\$8,913,981)
<b>FY 16 Federal Fund Request</b>	<b>\$9,777,731</b>

<b>FY 15 Special Fund</b>	<b>\$8,102,504</b>
VTY/Entergy Regional Economic Development Response FY15 unspent authority	\$1,185,000
VT Center for Geographic Information transition to state government -from Property Transfer Tax	\$378,700
VT Center for Geographic Information transition to state government -external service billings	\$6,100
Municipal Planning Grants August Rescission	(\$19,062)
Assistance for Buyouts -VT Housing Conservation Board spending authority adjustment	(\$500,000)
Historic Sites admissions and gift shop fees increase	\$52,008
Archeology Center Anticipated Receipts Increase	\$10,050
CDBG workshops spending authority reduction	(\$1,925)
Archeology database spending authority adjustment	(\$5,000)
Mobile Home Park lot fee increase	\$19,473
EB-5 Enterprise fund anticipated funding increase	\$192,300
Economic Development conference fees increase	\$7,000
Historic Sites Special Improvements Spending Authority reduction	(\$13,000)
DT Transportation and Capital Improvement Fund net increase	\$40,000
<i>Total Increase</i>	\$1,351,644
<b>FY 16 Special Fund Request</b>	<b>\$9,454,148</b>
<b>FY 15 Interdepartmental Transfer Fund</b>	<b>\$435,000</b>
VT Center for Geographic Information transition to state government -internal service billings	\$100,000
ANR -Electric Car Program grants -pass-thru to municipalities from our Community Planning & Revitalization Program -reduction for completed projects	(\$119,285)
AOT -Chimney Point restoration reduction for completed projects	(\$17,000)
ANR -Low Impact Development (LID)	\$7,367
AOT -Archeology month increase	\$6,000
<i>Total Decrease</i>	(\$22,918)
<b>FY 16 Interdepartmental Transfer Fund Request</b>	<b>\$412,082</b>
<b>FY 15 Enterprise Fund</b>	<b>\$830,693</b>
Salary/Benefits Net Increase	\$44,682
DII, VISION, HR and Insurance net decrease	(\$7,838)
Misc Overhead Costs net increase	\$1,243
<i>Total Increase</i>	\$38,087
<b>FY 16 Enterprise Fund Request</b>	<b>\$868,780</b>
<b>Total FY 16 Budget Decrease</b>	<b>(\$7,250,896)</b>

**Agency of Commerce and Community Development  
FY 2016 Staffing Changes**

<b>Administration</b>	
<b>Total No. of Positions FY 2014</b>	<b>21</b>
<b>Administrative Services Coordinator to Tourism</b>	<b>-1</b>
<b>Total No. of Positions FY 2015</b>	<b>20</b>
<b>VT Center for Geographic Information</b>	<b>6</b>
<b>Total No. of Positions FY 2016</b>	<b>26</b>
<b>Housing and Community Development</b>	
<b>Total No. of Positions FY 2014</b>	<b>39</b>
<b>Grants Management Specialist (CDBG-DR) Limited</b>	<b>1</b>
<b>Senior Grants Management Analyst (CDBG-DR) Limited</b>	<b>1</b>
<b>Total No. of Positions FY 2015</b>	<b>41</b>
<b>Total No. of Positions FY 2016</b>	<b>41</b>
<b>Economic Development</b>	
<b>Total No. of Positions FY 2014</b>	<b>17</b>
<b>Senior Economic Development Specialist -Captives</b>	<b>1</b>
<b>Total No. of Positions FY 2015</b>	<b>18</b>
<b>Total No. of Positions FY 2016</b>	<b>18</b>
<b>Tourism and Marketing</b>	
<b>Total No. of Positions FY 2014</b>	<b>8</b>
<b>Administrative Services Coordinator from Admin</b>	<b>1</b>
<b>Total No. of Positions FY 2015</b>	<b>9</b>
<b>Total No. of Positions FY 2016</b>	<b>9</b>
<b>VT Life Magazine</b>	
<b>Total No. of Positions FY 2014</b>	<b>9</b>
<b>Total No. of Positions FY 2015</b>	<b>9</b>
<b>Total No. of Positions FY 2016</b>	<b>9</b>
<b>AGENCY TOTALS</b>	
<b>Total No. of Positions FY 2014</b>	<b>94</b>
<b>Total No. of Positions FY 2015</b>	<b>97</b>
<b>Total No. of Authorized Positions FY 2016</b>	<b>103</b>



## ACCD Budget Rollup

**Organization: 07 - Commerce and Community Development**

**Budget Object Group: 1. PERSONAL SERVICES**

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages	5,679,196	5,983,498	5,905,388	6,634,323	650,825	10.9%
Fringe Benefits	2,378,156	2,730,471	2,730,471	3,219,255	488,784	17.9%
Contracted and 3rd Party Service	4,775,777	5,316,719	5,286,358	5,121,530	(195,189)	-3.7%
PerDiem and Other Personal Services	11,456	106,466	106,466	167,321	60,855	57.2%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>12,844,585</b>	<b>14,137,154</b>	<b>14,028,683</b>	<b>15,142,429</b>	<b>1,005,275</b>	<b>7.1%</b>

**Budget Object Group: 2. OPERATING**

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Equipment	18,287	4,869	4,869	22,533	17,664	362.8%
IT/Telecom Services and Equipment	432,438	470,120	470,120	633,260	163,140	34.7%
Travel	308,180	387,979	387,979	451,393	63,414	16.3%
Supplies	123,304	144,110	144,110	143,625	(485)	-0.3%
Other Purchased Services	2,491,318	2,495,266	2,495,266	2,636,898	141,632	5.7%
Other Operating Expenses	139,741	113,872	113,872	151,190	37,318	32.8%
Rental Other	23,511	21,319	21,319	29,783	8,464	39.7%
Rental Property	345,600	376,678	376,678	391,559	14,881	4.0%
Property and Maintenance	143,661	147,626	147,626	165,850	18,224	12.3%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>4,026,041</b>	<b>4,161,839</b>	<b>4,161,839</b>	<b>4,626,091</b>	<b>464,252</b>	<b>11.2%</b>

**Budget Object Group: 3. GRANTS**

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Grants Rollup	18,942,129	23,067,327	23,048,302	14,346,904	(8,720,423)	-37.8%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>18,942,129</b>	<b>23,067,327</b>	<b>23,048,302</b>	<b>14,346,904</b>	<b>(8,720,423)</b>	<b>-37.8%</b>

<b>Total Expenses</b>	<b>35,812,756</b>	<b>41,366,320</b>	<b>41,238,824</b>	<b>34,115,424</b>	<b>(7,250,896)</b>	<b>-17.5%</b>
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Fund Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
General Funds	12,779,740	13,306,411	13,178,915	13,602,683	296,272	2.2%
Special Fund	5,681,901	8,102,504	8,102,504	9,454,148	1,351,644	16.7%
Federal Funds	16,443,109	18,691,712	18,691,712	9,777,731	(8,913,981)	-47.7%
IDT Funds	219,734	435,000	435,000	412,082	(22,918)	-5.3%
Enterprise Funds	688,272	830,693	830,693	868,780	38,087	4.6%
<b>Funds Total</b>	<b>35,812,756</b>	<b>41,366,320</b>	<b>41,238,824</b>	<b>34,115,424</b>	<b>(7,250,896)</b>	<b>-17.5%</b>

Position Count				103		
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## FY2016 Grant Itemization Form - Agency of Commerce and Community Development

### DEPARTMENT - Administration

Appropriation Name	Grant Title	Grantee	FY 15 As Passed	Incr(Decr)	FY 16	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Administration	VT Sustainable Jobs Fund	VT Sustainable Jobs Fund	222,195	(8,888)	213,307	213,307	0	0	0	Pass-thru to support program.
	VT Council on Rural Development	VT Council on Rural Develop	45,125	(1,805)	43,320	43,320	0	0	0	Pass-thru to support program.
	VT Technology Alliance	VT Technology Alliance	52,250	(52,250)	0	0	0	0	0	Pass-thru to support program.
	UVM Data Center -Rural Studies	UVM Data Center	100,000	(4,000)	96,000	96,000	0	0	0	Pass-thru to support rural studies research.
	VY Economic Response	Various entities	2,000,000	1,185,000	3,185,000	0	3,185,000	0	0	Windham Region Economic Response to VTY Closing.
	EPA Brownfields	Various entities	785,000	0	785,000	0	0	785,000	0	Used to mitigate brownfield costs to VT businesses.
<b>TOTAL Grants in FY16 Gov Rec Budget</b>			<b>3,204,570</b>	<b>1,118,057</b>	<b>4,322,627</b>	<b>352,627</b>	<b>3,185,000</b>	<b>785,000</b>	<b>0</b>	

### DEPARTMENT - Housing and Community Development

Appropriation Name			FY 15 As Passed	Incr(Decr)	FY 16	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided
Housing and	Mobile Home Park Program	Mediators	2,500	0	2,500	0	2,500	0	0	Pays for mediation fees.
Community Dev	HOME Investment Partnership	VT Housing Conserv Board	255,000	1,520	256,520	0	0	256,520	0	Pass-thru support to cover admin costs under the HOME program.
	First Stop	CVOEO	70,000	0	70,000	70,000	0	0	0	Mobile Home Park client assistance.
	Certified Local Government	Municipalities	55,405	1,998	57,403	0	0	57,403	0	Support for historic buildings re: planning, surveying & documentation.
	EDA- VT Econ Resiliency Initiative	Various entities	250,000	(240,000)	10,000	0	0	10,000	0	Supports economic resiliency in statewide disaster planning efforts.
	Municipal Planning Assistance	Municipalities	490,440	(32,958)	457,482	0	457,482	0	0	Supports individual town planning efforts.
	VHCB Disaster Recovery Buyouts	Various entities	1,000,000	(500,000)	500,000	0	500,000	0	0	Supports disaster recovery buyouts not covered by FEMA.
	ANR -LID Program -Burlington	City of Burlington	0	7,367	7,367				7,367	Low Impact Development (LID)
	ANR -Electric Car Program	Municipalities	200,000	(119,285)	80,715	0	0	0	80,715	Supports electric car charging stations throughout VT.
			2,323,345	(881,358)	1,441,987	70,000	959,982	323,923	88,082	
DT Transp & Cap Impr	DT Transportation & Cap Imp Fund	Municipalities	296,220	38,931	335,151	0	335,151	0	0	Funds transportation & capital improvements in VT Downtowns.
CDBG	Community Devel Block Grant	Municipalities	5,974,489	200,449	6,174,938	0	0	6,174,938	0	Planning, housing and economic dev projects -Consolidated Plan.
	Community Devel Block Grant -DR	Municipalities	9,000,000	(9,000,000)	0	0	0	0	0	CDBG Disaster Recovery project funding.
			14,974,489	(8,799,551)	6,174,938	0	0	6,174,938	0	
<b>TOTAL Grants in FY16 Gov Rec Budget</b>			<b>17,594,054</b>	<b>(9,641,978)</b>	<b>7,952,076</b>	<b>70,000</b>	<b>1,295,133</b>	<b>6,498,861</b>	<b>88,082</b>	

### DEPARTMENT - Economic Development

Appropriation Name			FY 15 As Passed	Incr(Decr)	FY 16	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided
Economic Development	VT Women's Business Center	VT Women's Business Ctr	18,050	0	18,050	18,050	0	0	0	Pass-thru to support program.
	VT Employee Ownership Center	VEOC	72,562	(2,902)	69,660	69,660	0	0	0	Pass-thru to support program.
	Goldstone Award	Competitive -TBD	500	(500)	0	0	0	0	0	Creative Economy -Film Commission Award.
	USDA Rural Develop Tech Assist	Regional Develop Corps	20,000	(20,000)	0	0	0	0	0	Grants to small businesses for technical assistance.
	Economic Dev Composites Cluster	Benn County Industrial Corp	50,000	(50,000)	0	0	0	0	0	Pass-thru to support program.
	Small Business Development Center	SBDC	357,400	0	357,400	357,400	0	0	0	Support for small business development efforts.
	Small Business Dev Ctr -PTAC	SBDC	94,800	(94,800)	0	0	0	0	0	Support for regional centers promoting federal/state contract awards.
	SeVEDS	Brattleboro Dev Credit Corp	50,000	0	50,000	50,000	0	0	0	Support long range econ devel planning for Windham County.
	Internat'l Trade Technical Assistance	Various entities	15,000	75,000	90,000	0	0	90,000	0	Technical assistance to increase exportation of VT products.
	VT Captive Insurance Association	VT Captive Insurance Assoc	50,000	(30,000)	20,000	0	20,000	0	0	Promotional assistance to support industry.
	Job Development Zones	Municipalities	11,150	(2,180)	8,970	8,970	0	0	0	Pays bond interest on notes.
	VT Training Program	Various entities	1,307,741	0	1,307,741	1,307,741	0	0	0	Pays for training for VT employees.
<b>TOTAL Grants in FY16 Gov Rec Budget</b>			<b>2,047,203</b>	<b>(125,382)</b>	<b>1,921,821</b>	<b>1,811,821</b>	<b>20,000</b>	<b>90,000</b>	<b>0</b>	

### DEPARTMENT - Tourism and Marketing

Appropriation Name			FY 15 As Passed	Incr(Decr)	FY 16	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided
Tourism and Marketing	VT Ski Areas Association	VT Ski Areas Association	28,500	0	28,500	28,500	0	0	0	Program support.
	VT Ski Areas Association -Toronto	VT Ski Areas Association	50,000	(50,000)	0	0	0	0	0	Program support.
	VT Mountain Bike Assoc	VT Mountain Bike Assoc	28,000	(1,120)	26,880	26,880	0	0	0	Program support.
	VT Shires	VT Shires Chamber	20,000	(20,000)	0	0	0	0	0	Pass-thru to support program.
	VT Convention & Visitor's Bureau	Lake Champlain Chamber	95,000	0	95,000	95,000	0	0	0	Pass-thru to support program.
<b>TOTAL Grants in FY16 Gov Rec Budget</b>			<b>221,500</b>	<b>(71,120)</b>	<b>150,380</b>	<b>150,380</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Agency Grand Total in FY16 Governor's Recommend Budget</b>			<b>23,067,327</b>	<b>(8,720,423)</b>	<b>14,346,904</b>	<b>2,384,828</b>	<b>4,500,133</b>	<b>7,373,861</b>	<b>88,082</b>	

\* FY15 w/rescissions reflects only the August 2014 cuts that were taken from our base.

Organization: 07 - Commerce and Community Development

Budget Object Group: 1. PERSONAL SERVICES

		FY2015 Governor's		BAA FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original As	Recommended	Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
Salaries and Wages		FY2014 Actuals	Passed Budget	Budget	Budget	Recommend and	Recommend and
						FY2015 As Passed	FY2015 As Passed
Description	Code						
Classified Employees	500000	5,667,707	4,393,526	4,315,416	5,097,614	704,088	16.0%
Exempt	500010	0	1,394,953	1,394,953	1,376,231	(18,722)	-1.3%
Temporary Employees	500040	0	205,930	205,930	204,345	(1,585)	-0.8%
Overtime	500060	11,489	22,250	22,250	0	(22,250)	-100.0%
Vacancy Turnover Savings	508000	0	(33,161)	(33,161)	(43,867)	(10,706)	32.3%
<b>Total: Salaries and Wages</b>		<b>5,679,196</b>	<b>5,983,498</b>	<b>5,905,388</b>	<b>6,634,323</b>	<b>650,825</b>	<b>10.9%</b>

		FY2015 Governor's		BAA FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original As	Recommended	Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
Fringe Benefits		FY2014 Actuals	Passed Budget	Budget	Budget	Recommend and	Recommend and
						FY2015 As Passed	FY2015 As Passed
Description	Code						
FICA - Classified Employees	501000	420,285	336,118	336,118	389,962	53,844	16.0%
FICA - Exempt	501010	0	105,851	105,851	104,234	(1,617)	-1.5%
Health Ins - Classified Empl	501500	900,915	957,300	957,300	1,289,416	332,116	34.7%
Health Ins - Exempt	501510	0	217,292	217,292	210,923	(6,369)	-2.9%
Retirement - Classified Empl	502000	880,075	751,732	751,732	872,202	120,470	16.0%
Retirement - Exempt	502010	0	175,868	175,868	189,567	13,699	7.8%
Dental - Classified Employees	502500	57,457	52,049	52,049	85,485	33,436	64.2%
Dental - Exempt	502510	0	12,168	12,168	16,898	4,730	38.9%
Life Ins - Classified Empl	503000	18,884	18,195	18,195	16,292	(1,903)	-10.5%
Life Ins - Exempt	503010	0	5,774	5,774	2,832	(2,942)	-51.0%
LTD - Classified Employees	503500	4,028	1,529	1,529	1,681	152	9.9%
LTD - Exempt	503510	0	3,238	3,238	3,163	(75)	-2.3%
EAP - Classified Empl	504000	2,982	2,620	2,620	2,569	(51)	-1.9%
EAP - Exempt	504010	0	612	612	509	(103)	-16.8%
Employee Tuition Costs	504530	2,307	0	0	0	0	0.0%
Workers Comp - Ins Premium	505200	54,497	55,252	55,252	21,395	(33,857)	-61.3%
Unemployment Compensation	505500	35,700	34,552	34,552	11,280	(23,272)	-67.4%
Catamount Health Assessment	505700	1,025	321	321	847	526	163.9%
<b>Total: Fringe Benefits</b>		<b>2,378,156</b>	<b>2,730,471</b>	<b>2,730,471</b>	<b>3,219,255</b>	<b>488,784</b>	<b>17.9%</b>

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		BAA		BAA		FY2016 Governor's	FY2016 Governor's
		FY2015 Original	As	Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
		Passed Budget	Passed Budget	Budget	Budget	Recommend and	Recommend and
Contracted and 3rd Party Service		FY2014 Actuals				FY2015 As Passed	FY2015 As Passed
Description	Code						
Contr & 3Rd Party - Financial	507100	0	0	0	75,000	75,000	0.0%
Contr&3Rd Pty-Educ & Training	507350	10,800	0	0	0	0	0.0%
Contr&3Rd Pty - Info Tech	507550	73,836	91,889	61,528	51,300	(40,589)	-44.2%
Contract-Web Dev. & Maint.	507551	0	15,000	15,000	0	(15,000)	-100.0%
Contr-Info Tech-Web Hosting	507552	236	850	850	850	0	0.0%
Contr-Compsoftware-Sysdevelop	507553	41,929	61,000	61,000	77,450	16,450	27.0%
Creative/Development	507561	17,595	500	500	0	(500)	-100.0%
Creative/Development-Web	507562	14,350	25,000	25,000	88,000	63,000	252.0%
Advertising/Marketing-Other	507563	172,486	239,000	239,000	260,870	21,870	9.2%
Media-Planning/Buying	507564	67,226	61,000	61,000	61,000	0	0.0%
Other Contr and 3Rd Pty Serv	507600	4,377,308	4,822,480	4,822,480	4,507,060	(315,420)	-6.5%
Recording & Other Fees	507620	10	0	0	0	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>4,775,777</b>	<b>5,316,719</b>	<b>5,286,358</b>	<b>5,121,530</b>	<b>(195,189)</b>	<b>-3.7%</b>

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		BAA		BAA		FY2016 Governor's	FY2016 Governor's
		FY2015 Original	As	Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
		Passed Budget	Passed Budget	Budget	Budget	Recommend and	Recommend and
PerDiem and Other Personal Services		FY2014 Actuals				FY2015 As Passed	FY2015 As Passed
Description	Code						
Per Diem	506000	11,400	16,800	16,800	14,600	(2,200)	-13.1%
Other Pers Serv	506200	0	89,666	89,666	152,721	63,055	70.3%
Service of Papers	506240	56	0	0	0	0	0.0%
<b>Total: PerDiem and Other Personal Services</b>		<b>11,456</b>	<b>106,466</b>	<b>106,466</b>	<b>167,321</b>	<b>60,855</b>	<b>57.2%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>12,844,585</b>	<b>14,137,154</b>	<b>14,028,683</b>	<b>15,142,429</b>	<b>1,005,275</b>	<b>7.1%</b>

**Budget Object Group: 2. OPERATING**

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original As	BAA	Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
		FY2014 Actuals	Passed Budget	Budget	Budget	FY2015 As Passed	FY2015 As Passed
Equipment							
Description	Code						
Other Equipment	522400	7,304	0	0	17,533	17,533	0.0%
Office Equipment	522410	40	2,000	2,000	500	(1,500)	-75.0%
Furniture & Fixtures	522700	10,943	2,869	2,869	4,500	1,631	56.8%
<b>Total: Equipment</b>		<b>18,287</b>	<b>4,869</b>	<b>4,869</b>	<b>22,533</b>	<b>17,664</b>	<b>362.8%</b>
<b>IT/Telecom Services and Equipment</b>							
Description	Code						
Telecom-Mobile Wireless Data	516623	15,942	15,723	15,723	20,320	4,597	29.2%
Tele-Internet-Dsl-Cable Modem	516626	1,777	1,896	1,896	2,000	104	5.5%
Telecom-Data Telecom Services	516651	675	455	455	453	(2)	-0.4%
Telecom-Telephone Services	516652	11,006	12,225	12,225	14,151	1,926	15.8%
Telecom-Video Conf Services	516653	1,028	1,375	1,375	1,318	(57)	-4.1%
Telecom-Long Distance Service	516655	543	350	350	2,000	1,650	471.4%
Telecom-Toll Free Phone Serv	516657	1,497	2,150	2,150	12,650	10,500	488.4%
Telecom-Conf Calling Services	516658	12,988	4,040	4,040	4,165	125	3.1%
Telecom-Wireless Phone Service	516659	19,726	19,203	19,203	28,129	8,926	46.5%
It Intsvccost-Vision/Isdassess	516671	85,900	112,075	112,075	121,692	9,617	8.6%
It Intsvccost- Dii - Telephone	516672	32,176	29,623	29,623	28,462	(1,161)	-3.9%
It Inter Svc Cost User Support	516678	42,882	58,596	58,596	147,007	88,411	150.9%
It Int Svc Dii Allocated Fee	516685	81,104	105,041	105,041	102,816	(2,225)	-2.1%
Hw - Other Info Tech	522200	16,977	3,150	3,150	5,944	2,794	88.7%
Hardware - Desktop & Laptop Pc	522216	47,244	37,125	37,125	52,250	15,125	40.7%
Hw - Printers,Copiers,Scanners	522217	266	0	0	0	0	0.0%
Hardware-Telephone User Equip	522219	3,174	1,100	1,100	1,550	450	40.9%
Software - Other	522220	3,779	12,570	12,570	35,199	22,629	180.0%
Software - Office Technology	522221	19,268	7,905	7,905	1,835	(6,070)	-76.8%
Sw-Database&Management Sys	522222	18,061	18,000	18,000	7,900	(10,100)	-56.1%
Software-Gis	522223	3,798	6,980	6,980	23,519	16,539	236.9%
Sw-Website Dev Maint Hosting	522224	6,779	16,500	16,500	16,000	(500)	-3.0%
Sw-Firewall Filter & Security	522227	315	0	0	0	0	0.0%
Hw-Personal Mobile Devices	522258	5,534	4,038	4,038	3,900	(138)	-3.4%
<b>Total: IT/Telecom Services and Equipment</b>		<b>432,438</b>	<b>470,120</b>	<b>470,120</b>	<b>633,260</b>	<b>163,140</b>	<b>34.7%</b>

		FY2015 Governor's		BAA FY2016 Governor's		Difference Between	Percent Change
		FY2014 Actuals	FY2015 Original As	Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
Other Operating Expenses			Passed Budget	Budget	Budget	Recommend and	Recommend and
						FY2015 As Passed	FY2015 As Passed
Description	Code						
Single Audit Allocation	523620	16,176	20,126	20,126	20,821	695	3.5%
Registration & Identification	523640	1,094	700	700	800	100	14.3%
Taxes	523660	8,412	8,374	8,374	8,619	245	2.9%
Cost of Freight	525160	2,600	3,000	3,000	2,950	(50)	-1.7%
Cost of Stock Items Sold	525290	111,459	81,672	81,672	118,000	36,328	44.5%
<b>Total: Other Operating Expenses</b>		<b>139,741</b>	<b>113,872</b>	<b>113,872</b>	<b>151,190</b>	<b>37,318</b>	<b>32.8%</b>
<b>Other Purchased Services</b>							
Description	Code						
Insurance Other Than Empl Bene	516000	51,780	64,168	64,168	65,702	1,534	2.4%
Insurance - General Liability	516010	51,631	48,775	48,775	14,223	(34,552)	-70.8%
Dues	516500	171,215	205,581	205,581	212,763	7,182	3.5%
Licenses	516550	410	485	485	410	(75)	-15.5%
Advertising-Tv	516811	327,058	356,102	356,102	290,000	(66,102)	-18.6%
Advertising-Radio	516812	49,861	168,660	168,660	96,700	(71,960)	-42.7%
Advertising-Print	516813	265,528	231,565	231,565	189,525	(42,040)	-18.2%
Advertising-Web	516814	903,420	593,220	593,220	696,952	103,732	17.5%
Advertising-Other	516815	214,235	228,000	228,000	353,496	125,496	55.0%
Advertising - Out of Home	516817	40,000	100,000	100,000	40,000	(60,000)	-60.0%
Advertising - Job Vacancies	516820	13,350	500	500	3,000	2,500	500.0%
Client Meetings	516855	3,431	5,150	5,150	8,800	3,650	70.9%
Trade Shows & Events	516870	125,160	111,001	111,001	321,100	210,099	189.3%
Giveaways	516871	10,211	15,075	15,075	11,750	(3,325)	-22.1%
Photography	516875	3,422	19,000	19,000	7,250	(11,750)	-61.8%
Printing and Binding	517000	11,081	43,007	43,007	28,180	(14,827)	-34.5%
Printing & Binding-Bgs Copy Ct	517005	3,053	3,150	3,150	4,053	903	28.7%
Printing-Promotional	517010	32,400	19,609	19,609	31,200	11,591	59.1%
Photocopying	517020	350	3,275	3,275	3,325	50	1.5%
Registration For Meetings&Conf	517100	42,750	37,700	37,700	53,549	15,849	42.0%
Training - Info Tech	517110	3,951	5,750	5,750	8,500	2,750	47.8%
Postage	517200	31,194	45,785	45,785	43,995	(1,790)	-3.9%
Postage - Bgs Postal Svcs Only	517205	3,780	7,242	7,242	6,970	(272)	-3.8%
Freight & Express Mail	517300	40,077	34,425	34,425	33,580	(845)	-2.5%
Instate Conf, Meetings, Etc	517400	128	0	0	0	0	0.0%
Outside Conf, Meetings, Etc	517500	164	0	0	0	0	0.0%

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original As		BAA Recommended		FY2016 Governor's	FY2016 Governor's
		Passed Budget		Recommended		Recommend and	Recommend and
Other Purchased Services (cont)		FY2014 Actuals		Budget	Budget	FY2015 As Passed	FY2015 As Passed
Description	Code						
Other Purchased Services	519000	19,098	98,809	98,809	50,369	(48,440)	-49.0%
Human Resources Services	519006	65,559	41,882	41,882	53,156	11,274	26.9%
Brochure Distribution	519030	6,400	7,200	7,200	8,200	1,000	13.9%
Moving State Agencies	519040	620	150	150	150	0	0.0%
<b>Total: Other Purchased Services</b>		<b>2,491,318</b>	<b>2,495,266</b>	<b>2,495,266</b>	<b>2,636,898</b>	<b>141,632</b>	<b>5.7%</b>

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original As		BAA Recommended		FY2016 Governor's	FY2016 Governor's
		Passed Budget		Recommended		Recommend and	Recommend and
Property and Maintenance		FY2014 Actuals		Budget	Budget	FY2015 As Passed	FY2015 As Passed
Description	Code						
Water/Sewer	510000	11,839	13,500	13,500	12,875	(625)	-4.6%
Rubbish Removal	510210	4,522	4,070	4,070	4,975	905	22.2%
Snow Removal	510300	37,807	35,500	35,500	39,465	3,965	11.2%
Custodial	510400	8,546	7,250	7,250	10,138	2,888	39.8%
Lawn Maintenance	510520	42,255	47,940	47,940	45,450	(2,490)	-5.2%
Repair & Maint - Buildings	512000	3,686	275	275	2,325	2,050	745.5%
Plumbing & Heating Systems	512010	9,718	8,173	8,173	17,400	9,227	112.9%
Rep & Maint - Motor Vehicles	512300	7	0	0	0	0	0.0%
Rep&Maint-Info Tech Hardware	513000	0	750	750	0	(750)	-100.0%
Repair&Maintenance-Compsys Hw	513005	165	0	0	0	0	0.0%
Repair & Maint - Office Tech	513010	5,218	4,335	4,335	12,167	7,832	180.7%
Other Repair & Maint Serv	513200	19,848	25,683	25,683	21,055	(4,628)	-18.0%
Repair&Maint-Property/Grounds	513210	50	150	150	0	(150)	-100.0%
<b>Total: Property and Maintenance</b>		<b>143,661</b>	<b>147,626</b>	<b>147,626</b>	<b>165,850</b>	<b>18,224</b>	<b>12.3%</b>



				FY2015 Governor's BAA	FY2016 Governor's	Difference Between	Percent Change
		FY2014 Actuals	FY2015 Original As Passed Budget	Recommended Budget	Recommended Budget	FY2016 Governor's Recommend and FY2015 As Passed	FY2016 Governor's Recommend and FY2015 As Passed
Rental Other							
Description	Code						
Rental - Auto	514550	6,352	6,019	6,019	7,500	1,481	24.6%
Rental - Other	515000	17,159	15,300	15,300	22,283	6,983	45.6%
<b>Total: Rental Other</b>		<b>23,511</b>	<b>21,319</b>	<b>21,319</b>	<b>29,783</b>	<b>8,464</b>	<b>39.7%</b>

				FY2015 Governor's BAA	FY2016 Governor's	Difference Between	Percent Change
		FY2014 Actuals	FY2015 Original As Passed Budget	Recommended Budget	Recommended Budget	FY2016 Governor's Recommend and FY2015 As Passed	FY2016 Governor's Recommend and FY2015 As Passed
Rental Property							
Description	Code						
Rent Land & Bldgs-Office Space	514000	325,550	360,378	360,378	372,313	11,935	3.3%
Rent Land&Bldgs-Non-Office	514010	20,050	16,300	16,300	19,246	2,946	18.1%
<b>Total: Rental Property</b>		<b>345,600</b>	<b>376,678</b>	<b>376,678</b>	<b>391,559</b>	<b>14,881</b>	<b>4.0%</b>

		FY2015 Governor's		BAA FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original As	Recommended	Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
Supplies		FY2014 Actuals	Passed Budget	Budget	Budget	Recommend and	Recommend and
						FY2015 As Passed	FY2015 As Passed
Description	Code						
Office Supplies	520000	17,227	16,329	16,329	24,296	7,967	48.8%
Stationary & Envelopes	520015	40	0	0	0	0	0.0%
Vehicle & Equip Supplies&Fuel	520100	502	0	0	2,530	2,530	0.0%
Gasoline	520110	8,026	8,762	8,762	7,867	(895)	-10.2%
Diesel	520120	539	888	888	0	(888)	-100.0%
Building Maintenance Supplies	520200	1,322	725	725	1,400	675	93.1%
Plumbing, Heating & Vent	520210	1,651	1,427	1,427	2,450	1,023	71.7%
Heating & Ventilation	520211	1,159	1,428	1,428	2,450	1,022	71.6%
Small Tools	520220	199	0	0	700	700	0.0%
Electrical Supplies	520230	0	400	400	500	100	25.0%
Other General Supplies	520500	6,660	4,608	4,608	5,774	1,166	25.3%
It & Data Processing Supplies	520510	4,781	7,925	7,925	8,025	100	1.3%
Cloth & Clothing	520520	181	352	352	0	(352)	-100.0%
Agric, Hort, Wildlife	520580	1,331	338	338	1,203	865	255.9%
Fire, Protection & Safety	520590	1,282	445	445	1,610	1,165	261.8%
Recognition/Awards	520600	454	550	550	450	(100)	-18.2%
Food	520700	301	0	0	400	400	0.0%
Electricity	521100	33,012	33,668	33,668	34,725	1,057	3.1%
Heating Oil #2	521220	19,530	21,299	21,299	15,000	(6,299)	-29.6%
Propane Gas	521320	7,770	10,000	10,000	13,650	3,650	36.5%
Books&Periodicals-Library/Educ	521500	1,679	1,540	1,540	1,700	160	10.4%
Subscriptions	521510	5,213	8,730	8,730	7,355	(1,375)	-15.8%
Subscriptions Other Info Serv	521515	6,826	21,300	21,300	7,100	(14,200)	-66.7%
Other Books & Periodicals	521520	438	0	0	500	500	0.0%
Road Supplies and Materials	521600	50	0	0	100	100	0.0%
Household, Facility&Lab Suppl	521800	3,086	3,396	3,396	2,840	(556)	-16.4%
Paper Products	521820	45	0	0	1,000	1,000	0.0%
<b>Total: Supplies</b>		<b>123,304</b>	<b>144,110</b>	<b>144,110</b>	<b>143,625</b>	<b>(485)</b>	<b>-0.3%</b>

		FY2015 Governor's		BAA FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original As	Recommended	FY2016 Governor's	Recommended	FY2016 Governor's	FY2016 Governor's
		Passed Budget	Budget	Budget	Budget	Recommend and	Recommend and
		FY2014 Actuals				FY2015 As Passed	FY2015 As Passed
Travel							
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	52,637	69,454	69,454	62,631	(6,823)	-9.8%
Travel-Inst-Other Transp-Emp	518010	19,552	29,263	29,263	41,175	11,912	40.7%
Travel-Inst-Meals-Emp	518020	2,591	6,205	6,205	4,460	(1,745)	-28.1%
Travel-Inst-Lodging-Emp	518030	5,507	6,075	6,075	4,875	(1,200)	-19.8%
Travel-Inst-Incidentals-Emp	518040	1,551	5,280	5,280	2,651	(2,629)	-49.8%
Conference - Instate - Emp	518050	23	25	25	310	285	1,140.0%
Travel-Inst-Auto Mileage-Nonemp	518300	14,097	18,815	18,815	18,717	(98)	-0.5%
Travel-Inst-Other Trans-Nonemp	518310	903	5,220	5,220	1,100	(4,120)	-78.9%
Travel-Inst-Meals-Nonemp	518320	4,593	6,000	6,000	5,550	(450)	-7.5%
Travel-Inst-Lodging-Nonemp	518330	238	1,600	1,600	800	(800)	-50.0%
Travel-Inst-Incidentals-Nonemp	518340	0	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	5,003	9,795	9,795	7,280	(2,515)	-25.7%
Travel-Outst-Other Trans-Emp	518510	67,105	86,421	86,421	107,400	20,979	24.3%
Travel-Outst-Meals-Emp	518520	13,738	21,825	21,825	33,096	11,271	51.6%
Travel-Outst-Lodging-Emp	518530	96,842	115,021	115,021	146,642	31,621	27.5%
Travel-Outst-Incidentals-Emp	518540	6,034	6,980	6,980	8,556	1,576	22.6%
Travel-Outst-Automileage-Nonemp	518700	47	0	0	0	0	0.0%
Travel-Outst-Other Trans-Nonemp	518710	8,997	0	0	6,150	6,150	0.0%
Travel-Outst-Meals-Nonemp	518720	940	0	0	0	0	0.0%
Travel-Outst-Lodging-Nonemp	518730	7,782	0	0	0	0	0.0%
<b>Total: Travel</b>		<b>308,180</b>	<b>387,979</b>	<b>387,979</b>	<b>451,393</b>	<b>63,414</b>	<b>16.3%</b>
<b>Total: 2. OPERATING</b>		<b>4,026,041</b>	<b>4,161,839</b>	<b>4,161,839</b>	<b>4,626,091</b>	<b>464,252</b>	<b>11.2%</b>

**Budget Object Group: 3. GRANTS**

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original As		FY2016 Governor's		FY2016 Governor's	FY2016 Governor's
		Passed Budget		Recommended Budget		Recommend and	Recommend and
		FY2014 Actuals		Budget		FY2015 As Passed	FY2015 As Passed
Grants Rollup							
Description	Code						
Grants To Municipalities	550000	9,583,241	7,027,704	7,027,704	7,122,026	94,322	1.3%
Gr, Awards, Scholarships&Loans	550200	0	500	500	0	(500)	-100.0%
Grants	550220	5,718,232	10,000,000	10,000,000	500,000	(9,500,000)	-95.0%
Other Grants	550500	3,640,657	6,039,123	6,020,098	6,724,878	685,755	11.4%
<b>Total: Grants Rollup</b>		<b>18,942,129</b>	<b>23,067,327</b>	<b>23,048,302</b>	<b>14,346,904</b>	<b>(8,720,423)</b>	<b>-37.8%</b>
<b>Total: 3. GRANTS</b>		<b>18,942,129</b>	<b>23,067,327</b>	<b>23,048,302</b>	<b>14,346,904</b>	<b>(8,720,423)</b>	<b>-37.8%</b>
<b>Total Expenses:</b>		<b>35,812,756</b>	<b>41,366,320</b>	<b>41,238,824</b>	<b>34,115,424</b>	<b>(7,250,896)</b>	<b>-17.5%</b>

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original As		FY2016 Governor's		FY2016 Governor's	FY2016 Governor's
		Passed Budget		Recommended Budget		Recommend and	Recommend and
		FY2014 Actuals		Budget		FY2015 As Passed	FY2015 As Passed
Fund Name	Fund Code						
General Fund	10000	12,779,740	13,306,411	13,178,915	13,602,683	296,272	2.2%
Misc Fines & Penalties	21054	140	35,000	35,000	30,000	(5,000)	-14.3%
Captive Insurance Reg & Suprv	21085	505,350	630,350	630,350	630,350	0	0.0%
Historic Sites Special Fund	21325	464,671	442,200	442,200	494,208	52,008	11.8%
Municipal & Regional Planning	21330	3,153,187	3,400,961	3,400,961	3,760,599	359,638	10.6%
Inter-Unit Transfers Fund	21500	219,734	435,000	435,000	412,082	(22,918)	-5.3%
Conference Fees & Donations	21525	9,277	44,500	44,500	36,575	(7,925)	-17.8%
Downtown Trans & Capital Impro	21575	410,785	383,966	383,966	423,966	40,000	10.4%
ACCD-Mobile Home Park Laws	21819	58,125	58,527	58,527	78,000	19,473	33.3%
ACCD-Miscellaneous Receipts	21820	1,072,225	1,060,000	1,060,000	566,100	(493,900)	-46.6%
Windham County Development Fund	21898	0	0	0	3,185,000	3,185,000	0.0%
Archeology Operations	21918	3,121	22,000	22,000	32,050	10,050	45.7%
EB-5 Enterprise Fund	21919	5,020	25,000	25,000	217,300	192,300	769.2%
VT Clean Energy Dev Fund	21991	0	2,000,000	2,000,000	0	(2,000,000)	-100.0%
Federal Revenue Fund	22005	16,443,109	18,691,712	18,691,712	9,777,731	(8,913,981)	-47.7%
Vermont Life Magazine Fund	50400	688,272	830,693	830,693	868,780	38,087	4.6%
<b>Funds Total:</b>		<b>35,812,756</b>	<b>41,366,320</b>	<b>41,238,824</b>	<b>34,115,424</b>	<b>(7,250,896)</b>	<b>-17.5%</b>
Position Count					103		

## FY2016 Governor's Recommended Budget Position Summary Report

### 07-Commerce and Community Development

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
670001	447800 - Procurement Tech Serv Coord	1	1	55,120	31,743	4,217	91,080
670004	540100 - Community Development Spec II	1	1	50,274	30,896	3,846	85,016
670007	049600 - Grants Mng Spec Housing&Com De	1	1	56,576	31,998	4,328	92,902
670009	071900 - Travel Information Chief	1	1	70,013	20,922	5,356	96,291
670010	485600 - Procur Tech Asst Counselor II	1	1	47,487	16,988	3,632	68,107
670013	089150 - Financial Director III	1	1	102,398	34,485	7,834	144,717
670014	072700 - Vermont Life Assistant Editor	1	1	59,114	32,440	4,522	96,076
670015	089020 - Financial Specialist I	1	1	47,445	16,981	3,630	68,056
670020	521800 - Grants Specialist	1	1	57,429	26,395	4,393	88,217
670022	540000 - Community Development Spec III	1	1	49,816	25,065	3,811	78,692
670023	089040 - Financial Specialist III	1	1	54,226	28,823	4,148	87,197
670024	140300 - State Archeologist	1	1	56,098	31,914	4,291	92,303
670025	550200 - Contracts & Grants Administrat	1	1	62,816	27,336	4,806	94,958
670027	461000 - Marketing Specialist	1	1	49,816	30,640	3,811	84,267

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
670028	071801 - VT Life Associate Publisher	1	1	68,037	20,577	5,205	93,819
670029	479700 - Managing Editor Vt Life	1	1	53,310	25,675	4,078	83,063
670030	089070 - Financial Administrator III	1	1	70,242	20,962	5,374	96,578
670034	063000 - Historic Sites Section Chief	1	1	79,019	23,989	6,045	109,053
670035	089230 - Administrative Svcs Cord II	1	1	50,710	17,552	3,879	72,141
670036	540000 - Community Development Spec III	0.35	1	26,011	12,284	1,990	40,285
670036	540100 - Community Development Spec II	0.65		48,307	22,812	3,695	74,814
670037	071700 - Downtown Program Coord	1	1	53,310	31,427	4,078	88,815
670040	076300 - Commnty Affairs Planning Coord	1	1	56,971	32,067	4,358	93,396
670044	478500 - Travel Marketing Spec III	1	1	50,274	17,475	3,846	71,595
670045	089090 - Financial Manager II	1	1	70,824	31,885	5,418	108,127
670048	072600 - International Trade Specialist	1	1	56,576	18,575	4,328	79,479
670050	456700 - Director of Grants Management	1	1	80,226	15,220	6,138	101,584
670051	072000 - Hist Preservation Review Coord	1	1	54,808	31,494	4,193	90,495
670052	314900 - Bennington Monument Caretaker	0.89	1	58,989	26,667	4,512	90,168
670054	058500 - Info Tech Manager III	1	1	104,478	34,852	7,993	147,323
670055	473900 - Procurement Tech Asst Couns I	0.6		27,581	18,086	2,110	47,777

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
670055	485600 - Procur Tech Asst Counselor II	0.4	1	18,387	12,058	1,407	31,852
670056	072900 - VT Life Production Spec	1	1	60,882	32,750	4,658	98,290
670058	048900 - Community Development Director	1	1	70,616	34,612	5,402	110,630
670060	700100 - Database Administrator	1	1	72,842	29,086	5,572	107,500
670061	478500 - Travel Marketing Spec III	1	1	59,114	26,688	4,522	90,324
670064	071600 - Travel Marketing Specialist II	1	1	52,333	25,318	4,004	81,655
670067	004800 - Program Technician II	0.4	1	17,572	6,548	1,344	25,464
670067	050200 - Administrative Assistant B	0.6		26,358	9,820	2,016	38,194
670068	473300 - Historic Resources Specialist	0.4	1	29,137	14,003	2,228	45,368
670068	473500 - Historic Pres Operations Dir	0.6		43,705	21,004	3,344	68,053
670074	464500 - Procurment Tech Assist Ctr Dir	1	1	77,542	29,908	5,933	113,383
670075	089220 - Administrative Svcs Cord I	1	1	55,785	26,107	4,267	86,159
670081	068400 - Technical Project Manager	1	1	56,576	31,997	4,328	92,901
670082	049100 - Housing Program Coordinator	1	1	64,584	33,397	4,941	102,922
670083	076200 - State Architectural Historian	1	1	58,510	32,335	4,476	95,321
670087	072400 - Historic Sites Regional Admin	1	1	66,414	21,788	5,081	93,283
670088	072400 - Historic Sites Regional Admin	1	1	68,266	22,111	5,222	95,599

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
670091	140700 - Survey Archeologist	1	1	62,567	32,821	4,786	100,174
670093	076300 - Commnty Affairs Planning Coord	1	1	56,971	18,645	4,358	79,974
670095	076300 - Commnty Affairs Planning Coord	0.8	1	56,193	25,979	4,299	86,471
670096	089240 - Administrative Srvcs Cord III	1	1	55,390	26,038	4,237	85,665
670097	050200 - Administrative Assistant B	1	1	51,314	25,327	3,925	80,566
670099	072100 - Tax Credit & Historic Grants	1	1	53,310	18,006	4,078	75,394
670113	073600 - Economic Development Director	1	1	68,536	34,087	5,243	107,866
670117	089060 - Financial Administrator II	1	1	53,602	18,056	4,100	75,758
670122	020500 - Storekeeper A	0.63	1	22,604	20,312	1,729	44,645
670123	478501 - Senior Travel Marketing Spec	1	1	51,626	17,711	3,950	73,287
670127	089120 - Financial Manager III	1	1	82,056	30,885	6,277	119,218
670128	073600 - Economic Development Director	1	1	52,790	31,336	4,038	88,164
670141	068400 - Technical Project Manager	1	1	56,576	31,796	4,328	92,700
670142	472200 - Dir of Comm Plan & Revital	1	1	68,307	34,203	5,225	107,735
670145	700800 - Senior Information Technologis	1	1	77,605	35,670	5,936	119,211
670146	521500 - Grants Administrator	1	1	43,451	16,129	3,324	62,904
670147	467100 - Information Tech Analyst II	1	1	58,781	18,960	4,496	82,237



Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
670153	540300 - Senior Economic Development Sp	1	1	70,242	28,632	5,374	104,248
670154	074200 - Workforce Train Prog Dir	1	1	58,510	26,583	4,476	89,569
670156	060000 - Sr Grants Management Analyst	1	1	74,527	35,133	5,700	115,360
670158	465800 - Technology & Program Tech	1	1	43,451	23,954	3,324	70,729
670162	049601 - Grants Management Specialist	1	1	50,274	9,805	3,846	63,925
670164	473300 - Historic Resources Specialist	1	1	48,776	24,882	3,731	77,389
670165	469101 - Economic Research Analyst	1	1	66,310	33,698	5,073	105,081
670166	049600 - Grants Mng Spec Housing&Com De	1	1	64,335	19,930	4,922	89,187
670167	473900 - Procurement Tech Asst Couns I	0.6		27,581	10,033	2,110	39,724
670167	485600 - Procur Tech Asst Counselor II	0.24	1	18,387	6,689	1,407	26,483
670168	089230 - Administrative Svcs Cord II	1	1	45,968	29,981	3,517	79,466
670169	521800 - Grants Specialist	1	1	54,101	18,144	4,139	76,384
670170	045000 - Housing Policy Specialist	1	1	49,816	17,218	3,811	70,845
670171	076300 - Commnty Affairs Planning Coord	1	1	49,816	17,395	3,811	71,022
670172	131400 - Environmental Officer	1	1	58,261	26,538	4,457	89,256
670173	071800 - VT Life Publishing Asst	1	1	44,346	23,952	3,392	71,690
670174	540300 - Senior Economic Development Sp	1	1	60,798	26,983	4,652	92,433

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
670175	049600 - Grants Mng Spec Housing&Com De	1	1	46,946	24,671	3,592	75,209
670176	060000 - Sr Grants Management Analyst	1	1	52,790	25,705	4,038	82,533
670180	700800 - Senior Information Technologis	1	1	84,969	31,202	6,500	122,671
670181	460200 - Senior Systems Developer	1	1	68,307	34,044	5,224	107,575
670182	700100 - Database Administrator	1	1	58,261	26,539	4,457	89,257
670183	089240 - Administrative Srvc Cord III	1	1	53,602	31,477	4,100	89,179
670184	099500 - IT Project Manager III	1	1	66,311	27,944	5,072	99,327
670185	468700 - GIS Technology Project Manager	1	1	60,154	32,621	4,601	97,376
677001	90100A - Agency Secretary	1	1	127,026	31,172	8,668	166,866
677002	90120A - Commissioner	1	1	90,043	31,977	6,889	128,909
677003	90120A - Commissioner	1	1	90,646	25,637	6,934	123,217
677005	90120A - Commissioner	1	1	90,043	10,556	6,889	107,488
677006	90570D - Deputy Commissioner	1	1	78,957	9,101	6,040	94,098
677007	96500D - Deputy Secretary	1	1	97,323	18,650	7,445	123,418
677011	95250E - Executive Assistant	1	1	79,123	22,695	6,053	107,871
677012	95871E - General Counsel II	1	1	89,918	31,635	6,879	128,432
677013	90570D - Deputy Commissioner	1	1	79,123	35,836	6,053	121,012

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
677014	94980E - Economic Progress Council Dir	1	1	79,123	30,492	6,053	115,668
677015	95230E - Historic Preservation Officer	1	1	76,440	22,220	5,848	104,508
677017	95870E - General Counsel I	1	1	76,024	35,298	5,815	117,137
677019	07370B - International Trade Director	1	1	68,661	34,022	5,253	107,936
677022	95360E - Principal Assistant	1	1	55,016	10,760	4,209	69,985
677025	91590E - Private Secretary	1	1	49,629	27,370	3,797	80,796
677026	96170E - Chief Marketing Officer	1	1	70,013	23,775	5,356	99,144
677028	90110E - Vermont Life Editor	1	1	79,123	22,696	6,053	107,872
677029	463200 - Economic Development Specialist Trainee	1	1	39,624	23,285	3,032	65,941
<b>Total</b>		<b>102.16</b>	<b>103</b>	<b>6,491,297</b>	<b>2,694,646</b>	<b>495,531</b>	<b>9,681,474</b>

Fund Code	Fund Name	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
10000	General Fund	66.66	76	4,397,397	1,758,853	335,351	6,491,601
21085	Captive Insurance Reg & Suprv	2	2	129,334	61,070	9,895	200,299
21330	Municipal & Regional Planning	2.28		148,809	69,856	11,382	230,047
21500	Inter-Unit Transfers Fund	1.02		66,572	31,252	5,092	102,916
21575	Downtown Trans & Capital Impro	1	1	53,310	31,427	4,078	88,815
21819	ACCD-Mobile Home Park Laws	0.73	1	47,146	24,380	3,607	75,133
21820	ACCD-Miscellaneous Receipts	0.06		3,917	1,835	299	6,051
22005	Federal Revenue Fund	19.78	14	1,139,709	499,628	87,186	1,726,523
50400	Vermont Life Magazine Fund	8.63	9	505,103	216,345	38,641	760,089
<b>Total</b>		<b>102.16</b>	<b>103</b>	<b>6,491,297</b>	<b>2,694,646</b>	<b>495,531</b>	<b>9,681,474</b>

## Fiscal Year 2016 Budget Changes by Dept. - Administration By Fund

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	Total \$\$
<b>Approp #1, Administration FY 2015 Approp</b>	<b>3,075,599</b>	<b>2,000,000</b>	<b>800,000</b>	<b>70,000</b>	<b>5,945,599</b>
FY15 August Rescission	(28,613)				(28,613)
Internal Service Reductions	(682)				(682)
<b>Approp #1, FY 2015 Approp Amended</b>	<b>3,046,304</b>	<b>2,000,000</b>	<b>800,000</b>	<b>70,000</b>	<b>5,916,304</b>
Salary/Benefits Net Increase	109,656				109,656
National Life Rent Increase	6,256				6,256
SQL Software Assurance (3 year license, previously paid by DII)	10,422				10,422
DII, VISION, HR and Insurance net increase	1,829				1,829
VT Center for Geographic Information transition to state government	267,000	384,800		100,000	751,800
Eliminate VT Technology Alliance grant	(50,160)				(50,160)
VTY/Entergy Regional Economic Development Response FY15 unspent authority		1,185,000			1,185,000
<b>Total Additions/(Reductions) FY 2016 to reach Gov Recommend</b>	<b>345,003</b>	<b>1,569,800</b>	<b>0</b>	<b>100,000</b>	<b>2,014,803</b>
<b>Approp #1 FY 2016 Governor Recommend</b>	<b>3,391,307</b>	<b>3,569,800</b>	<b>800,000</b>	<b>170,000</b>	<b>7,931,107</b>

## Budget Rollup

Organization: 7100000000 - Agency of Commerce and Community Development - Administration

### Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages	1,437,885	1,431,651	1,396,651	1,860,296	428,645	29.9%
Fringe Benefits	584,663	636,857	636,857	912,009	275,152	43.2%
Contracted and 3rd Party Service	286,355	35,000	35,000	22,500	(12,500)	-35.7%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>2,308,904</b>	<b>2,103,508</b>	<b>2,068,508</b>	<b>2,794,805</b>	<b>691,297</b>	<b>32.9%</b>

### Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Equipment	6,119	369	369	1,000	631	171.0%
IT/Telecom Services and Equipment	166,734	175,195	175,195	317,748	142,553	81.4%
Travel	22,142	27,728	27,728	25,706	(2,022)	-7.3%
Supplies	7,810	7,993	7,993	14,000	6,007	75.2%
Other Purchased Services	121,963	134,553	134,553	152,844	18,291	13.6%
Other Operating Expenses	1,858	2,380	2,380	2,360	(20)	-0.8%
Rental Other	359	315	315	1,700	1,385	439.7%
Rental Property	308,740	287,653	287,653	294,636	6,983	2.4%
Property and Maintenance	2,048	1,335	1,335	3,681	2,346	175.7%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>637,773</b>	<b>637,521</b>	<b>637,521</b>	<b>813,675</b>	<b>176,154</b>	<b>27.6%</b>

**Budget Object Group: 3. GRANTS**

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Grants Rollup	744,529	3,204,570	3,198,528	4,322,627	1,118,057	34.9%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>744,529</b>	<b>3,204,570</b>	<b>3,198,528</b>	<b>4,322,627</b>	<b>1,118,057</b>	<b>34.9%</b>
<b>Total Expenses</b>	<b>3,691,206</b>	<b>5,945,599</b>	<b>5,904,557</b>	<b>7,931,107</b>	<b>1,985,508</b>	<b>33.4%</b>

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
General Funds	2,930,593	3,075,599	3,034,557	3,391,307	315,708	10.3%
Special Fund	0	2,000,000	2,000,000	3,569,800	1,569,800	78.5%
Federal Funds	693,049	800,000	800,000	800,000	0	0.0%
IDT Funds	67,565	70,000	70,000	170,000	100,000	142.9%
<b>Funds Total</b>	<b>3,691,206</b>	<b>5,945,599</b>	<b>5,904,557</b>	<b>7,931,107</b>	<b>1,985,508</b>	<b>33.4%</b>

Position Count				26		
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## Budget Detail

Organization: 7100000000 - Agency of Commerce and Community Development - Administration

### Budget Object Group: 1. PERSONAL SERVICES

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages		FY2014 Actuals					
Description	Code						
Classified Employees	500000	1,437,745	933,209	898,209	1,358,222	425,013	45.5%
Exempt	500010	0	504,442	504,442	513,032	8,590	1.7%
Overtime	500060	140	0	0	0	0	0.0%
Vacancy Turnover Savings	508000	0	(6,000)	(6,000)	(10,958)	(4,958)	82.6%
<b>Total: Salaries and Wages</b>		<b>1,437,885</b>	<b>1,431,651</b>	<b>1,396,651</b>	<b>1,860,296</b>	<b>428,645</b>	<b>29.9%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Fringe Benefits		FY2014 Actuals					
Description	Code						
FICA - Classified Employees	501000	105,594	71,390	71,390	103,899	32,509	45.5%
FICA - Exempt	501010	0	37,728	37,728	38,198	470	1.2%
Health Ins - Classified Empl	501500	224,919	206,295	206,295	351,122	144,827	70.2%
Health Ins - Exempt	501510	0	71,898	71,898	80,535	8,637	12.0%
Retirement - Classified Empl	502000	214,566	159,673	159,673	232,390	72,717	45.5%
Retirement - Exempt	502010	0	55,889	55,889	65,960	10,071	18.0%
Dental - Classified Employees	502500	13,937	9,464	9,464	19,880	10,416	110.1%
Dental - Exempt	502510	0	4,056	4,056	5,964	1,908	47.0%
Life Ins - Classified Empl	503000	5,014	3,862	3,862	4,453	591	15.3%
Life Ins - Exempt	503010	0	2,088	2,088	1,479	(609)	-29.2%
LTD - Classified Employees	503500	1,836	846	846	828	(18)	-2.1%
LTD - Exempt	503510	0	1,232	1,232	1,180	(52)	-4.2%
EAP - Classified Empl	504000	680	476	476	594	118	24.8%
EAP - Exempt	504010	0	204	204	179	(25)	-12.3%
Workers Comp - Ins Premium	505200	14,269	11,756	11,756	5,348	(6,408)	-54.5%
Unemployment Compensation	505500	3,825	0	0	0	0	0.0%
Catamount Health Assessment	505700	24	0	0	0	0	0.0%
<b>Total: Fringe Benefits</b>		<b>584,663</b>	<b>636,857</b>	<b>636,857</b>	<b>912,009</b>	<b>275,152</b>	<sup>31</sup> <b>43.2%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
<b>Contracted and 3rd Party Service</b>		<b>FY2014 Actuals</b>					
Description	Code						
Creative/Development	507561	0	500	500	0	(500)	-100.0%
Advertising/Marketing-Other	507563	24,154	19,500	19,500	7,500	(12,000)	-61.5%
Media-Planning/Buying	507564	638	0	0	0	0	0.0%
Other Contr and 3Rd Pty Serv	507600	261,564	15,000	15,000	15,000	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>286,355</b>	<b>35,000</b>	<b>35,000</b>	<b>22,500</b>	<b>(12,500)</b>	<b>-35.7%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>2,308,904</b>	<b>2,103,508</b>	<b>2,068,508</b>	<b>2,794,805</b>	<b>691,297</b>	<b>32.9%</b>

**Budget Object Group: 2. OPERATING**

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
<b>Equipment</b>		<b>FY2014 Actuals</b>					
Description	Code						
Other Equipment	522400	0	0	0	0	0	0.0%
Furniture & Fixtures	522700	6,119	369	369	1,000	631	171.0%
<b>Total: Equipment</b>		<b>6,119</b>	<b>369</b>	<b>369</b>	<b>1,000</b>	<b>631</b>	<b>171.0%</b>



			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
IT/Telecom Services and Equipment		FY2014 Actuals					
Description	Code						
Telecom-Mobile Wireless Data	516623	3,023	3,854	3,854	3,830	(24)	-0.6%
Telecom-Data Telecom Services	516651	450	225	225	220	(5)	-2.2%
Telecom-Telephone Services	516652	0	25	25	0	(25)	-100.0%
Telecom-Video Conf Services	516653	468	375	375	1,318	943	251.5%
Telecom-Conf Calling Services	516658	712	740	740	1,090	350	47.3%
Telecom-Wireless Phone Service	516659	8,195	7,376	7,376	11,773	4,397	59.6%
It Intsvccost-Vision/Isdassess	516671	81,234	107,739	107,739	116,996	9,257	8.6%
It Intsvccost- Dii - Telephone	516672	6,573	7,005	7,005	4,835	(2,170)	-31.0%
It Inter Svc Cost User Support	516678	13,798	15,002	15,002	94,211	79,209	528.0%
It Inter Svc Cost App Dev&Main	516679	0	0	0	0	0	0.0%
It Int Svc Dii Allocated Fee	516685	24,963	22,349	22,349	21,199	(1,150)	-5.1%
Hw - Other Info Tech	522200	2,014	1,250	1,250	3,584	2,334	186.7%
Info Tech Purchases-Hardware	522210		0	0	0	0	0.0%
Hardware - Desktop & Laptop Pc	522216	14,581	5,200	5,200	24,950	19,750	379.8%
Hardware-Telephone User Equip	522219	2,426	0	0	0	0	0.0%
Software - Other	522220	1,432	1,178	1,178	12,922	11,744	996.9%
Software - Office Technology	522221	4,000	711	711	1,085	374	52.6%
Sw-Database&Management Sys	522222	0	0	0	100	100	0.0%
Software-Gis	522223	938	1,568	1,568	19,035	17,467	1,114.0%
Sw-Website Dev Maint Hosting	522224	0	0	0	0	0	0.0%
Hw-Personal Mobile Devices	522258	1,927	598	598	600	2	0.3%
Hw-Video Conferencing	522260	0	0	0	0	0	0.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>166,734</b>	<b>175,195</b>	<b>175,195</b>	<b>317,748</b>	<b>142,553</b>	<b>81.4%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Other Operating Expenses		FY2014 Actuals					
Description	Code						
Single Audit Allocation	523620	1,379	2,000	2,000	2,000	0	0.0%
Registration & Identification	523640	479	380	380	360	(20)	-5.3%
<b>Total: Other Operating Expenses</b>		<b>1,858</b>	<b>2,380</b>	<b>2,380</b>	<b>2,360</b>	<b>(20)</b>	<b>-0.8%</b>

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original	BAA	FY2016 Governor's		FY2016 Governor's	FY2016 Governor's
		As Passed	Recommended	Recommended		Recommend and	Recommend and
		Budget	Budget	Budget		FY2015 As Passed	FY2015 As Passed
Other Purchased Services		FY2014 Actuals					
Description	Code						
Insurance Other Than Empl Bene	516000	15,121	13,652	13,652	16,425	2,773	20.3%
Insurance - General Liability	516010	13,518	10,378	10,378	3,557	(6,821)	-65.7%
Dues	516500	636	894	894	1,122	228	25.5%
Licenses	516550	410	0	0	410	410	0.0%
Advertising-Radio	516812	4,273	5,000	5,000	5,000	0	0.0%
Advertising-Print	516813	148	2,000	2,000	2,300	300	15.0%
Advertising-Web	516814	0	2,000	2,000	2,115	115	5.8%
Advertising-Other	516815	7,250	32,500	32,500	35,500	3,000	9.2%
Advertising - Job Vacancies	516820	2,572	500	500	500	0	0.0%
Client Meetings	516855	25	150	150	0	(150)	-100.0%
Trade Shows & Events	516870	0	500	500	1,500	1,000	200.0%
Giveaways	516871	234	1,525	1,525	1,250	(275)	-18.0%
Photography	516875	1,435	5,500	5,500	5,500	0	0.0%
Printing and Binding	517000	487	125	125	525	400	320.0%
Printing & Binding-Bgs Copy Ct	517005	848	0	0	1,550	1,550	0.0%
Printing-Promotional	517010	591	5,000	5,000	4,150	(850)	-17.0%
Photocopying	517020	17	0	0	25	25	0.0%
Registration For Meetings&Conf	517100	2,845	3,135	3,135	3,935	800	25.5%
Training - Info Tech	517110	3,664	5,250	5,250	8,000	2,750	52.4%
Postage	517200	6	0	0	0	0	0.0%
Postage - Bgs Postal Svcs Only	517205	198	375	375	1,245	870	232.0%
Freight & Express Mail	517300	0	75	75	200	125	166.7%
Other Purchased Services	519000	1,987	3,962	3,962	4,729	767	19.4%
Human Resources Services	519006	65,559	41,882	41,882	53,156	11,274	26.9%
Moving State Agencies	519040	140	150	150	150	0	0.0%
<b>Total: Other Purchased Services</b>		<b>121,963</b>	<b>134,553</b>	<b>134,553</b>	<b>152,844</b>	<b>18,291</b>	<b>13.6%</b>

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original	BAA	FY2016 Governor's		FY2016 Governor's	FY2016 Governor's
		As Passed	Recommended	Recommended		Recommend and	Recommend and
		Budget	Budget	Budget		FY2015 As Passed	FY2015 As Passed
Property and Maintenance		FY2014 Actuals					
Description	Code						
Rep&Maint-Info Tech Hardware	513000	0	0	0	0	0	0.0%
Repair & Maint - Office Tech	513010	2,048	1,335	1,335	3,681	2,346	175.7%
Other Repair & Maint Serv	513200	0	0	0	0	0	0.0%
<b>Total: Property and Maintenance</b>		<b>2,048</b>	<b>1,335</b>	<b>1,335</b>	<b>3,681</b>	<b>2,346</b>	<sup>34</sup> <b>175.7%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Rental Other		FY2014 Actuals					
Description	Code						
Rental - Auto	514550	39	115	115	0	(115)	-100.0%
Rental - Other	515000	320	200	200	1,700	1,500	750.0%
<b>Total: Rental Other</b>		<b>359</b>	<b>315</b>	<b>315</b>	<b>1,700</b>	<b>1,385</b>	<b>439.7%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Rental Property		FY2014 Actuals					
Description	Code						
Rent Land & Bldgs-Office Space	514000	305,032	284,072	284,072	290,328	6,256	2.2%
Rent Land&Bldgs-Non-Office	514010	3,708	3,581	3,581	4,308	727	20.3%
<b>Total: Rental Property</b>		<b>308,740</b>	<b>287,653</b>	<b>287,653</b>	<b>294,636</b>	<b>6,983</b>	<b>2.4%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Supplies		FY2014 Actuals					
Description	Code						
Office Supplies	520000	5,201	3,878	3,878	8,500	4,622	119.2%
Gasoline	520110	22	100	100	100	0	0.0%
Plumbing, Heating & Vent	520210	0	0	0	0	0	0.0%
Other General Supplies	520500	0	100	100	100	0	0.0%
It & Data Processing Supplies	520510	1,386	2,600	2,600	3,400	800	30.8%
Recognition/Awards	520600	420	350	350	450	100	28.6%
Books&Periodicals-Library/Educ	521500	356	515	515	525	10	1.9%
Subscriptions	521510	125	150	150	625	475	316.7%
Subscriptions Other Info Serv	521515	300	300	300	300	0	0.0%
<b>Total: Supplies</b>		<b>7,810</b>	<b>7,993</b>	<b>7,993</b>	<b>14,000</b>	<b>6,007</b>	<b>75.2%</b>

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original	BAA	FY2016 Governor's		FY2016 Governor's	FY2016 Governor's
		As Passed	Recommended	Recommended		Recommend and	Recommend and
Travel		FY2014 Actuals	Budget	Budget		FY2015 As Passed	FY2015 As Passed
Description	Code						
Travel In-State Employee	517999	0	0	0	0	0	0.0%
Travel-Inst-Auto Mileage-Emp	518000	11,666	12,425	12,425	15,806	3,381	27.2%
Travel-Inst-Other Transp-Emp	518010	352	700	700	700	0	0.0%
Travel-Inst-Meals-Emp	518020	156	700	700	987	287	41.0%
Travel-Inst-Lodging-Emp	518030	312	400	400	200	(200)	-50.0%
Travel-Inst-Incidentals-Emp	518040	67	100	100	50	(50)	-50.0%
Conference - Instate - Emp	518050	23	25	25	310	285	1,140.0%
Travel In-State Non-Employee	518299	0	0	0	0	0	0.0%
Travel-Inst-Auto Mileage-Nonemp	518300	463	580	580	432	(148)	-25.5%
Travel-Inst-Meals-Nonemp	518320	574	0	0	0	0	0.0%
Travel Out-State Employee	518499	0	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	819	2,000	2,000	1,850	(150)	-7.5%
Travel-Outst-Other Trans-Emp	518510	3,361	5,148	5,148	1,231	(3,917)	-76.1%
Travel-Outst-Meals-Emp	518520	602	700	700	650	(50)	-7.1%
Travel-Outst-Lodging-Emp	518530	3,343	4,500	4,500	3,090	(1,410)	-31.3%
Travel-Outst-Incidentals-Emp	518540	405	450	450	400	(50)	-11.1%
<b>Total: Travel</b>		<b>22,142</b>	<b>27,728</b>	<b>27,728</b>	<b>25,706</b>	<b>(2,022)</b>	<b>-7.3%</b>
<b>Total: 2. OPERATING</b>		<b>637,773</b>	<b>637,521</b>	<b>637,521</b>	<b>813,675</b>	<b>176,154</b>	<b>27.6%</b>

## Budget Object Group: 3. GRANTS

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Grants Rollup		FY2014 Actuals					
Description	Code						
Grants To Municipalities	550000	200,000	0	0	0	0	0.0%
Grants	550220	224,959	0	0	0	0	0.0%
Other Grants	550500	319,570	3,204,570	3,198,528	4,322,627	1,118,057	34.9%
<b>Total: Grants Rollup</b>		<b>744,529</b>	<b>3,204,570</b>	<b>3,198,528</b>	<b>4,322,627</b>	<b>1,118,057</b>	<b>34.9%</b>
<b>Total: 3. GRANTS</b>		<b>744,529</b>	<b>3,204,570</b>	<b>3,198,528</b>	<b>4,322,627</b>	<b>1,118,057</b>	<b>34.9%</b>
<b>Total Expenses:</b>		<b>3,691,206</b>	<b>5,945,599</b>	<b>5,904,557</b>	<b>7,931,107</b>	<b>1,985,508</b>	<b>33.4%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Fund Name	Fund Code	FY2014 Actuals					
General Fund	10000	2,930,593	3,075,599	3,034,557	3,391,307	315,708	10.3%
Municipal & Regional Planning	21330	0	0	0	378,700	378,700	0.0%
Inter-Unit Transfers Fund	21500	67,565	70,000	70,000	170,000	100,000	142.9%
ACCD-Miscellaneous Receipts	21820	0	0	0	6,100	6,100	0.0%
Windham County Development Fund	21898	0	0	0	3,185,000	3,185,000	0.0%
VT Clean Energy Dev Fund	21991	0	2,000,000	2,000,000	0	(2,000,000)	-100.0%
Federal Revenue Fund	22005	693,049	800,000	800,000	800,000	0	0.0%
<b>Funds Total:</b>		<b>3,691,206</b>	<b>5,945,599</b>	<b>5,904,557</b>	<b>7,931,107</b>	<b>1,985,508</b>	<b>33.4%</b>
Position Count					26		

## Grants to Non-State-Government Entities

### 7100000000 - Agency of Commerce and Community Development - Administration

Budget Request Code	Fund	Justification	Est Amount
5211	10000	UVM Data Center for Rural Studies	\$96,000
5211	10000	VT Council on Rural Development	\$43,320
5211	10000	VT Sustainable Jobs Fund	\$213,307
5211	21898	Windham Region VY Economic Response	\$3,185,000
5211	22005	EPA Brownfields	\$785,000
		Total	\$4,322,627

## Federal Grants Receipts

### 7100000000 - Agency of Commerce and Community Development - Administration

Budget Request Code	Fund	Justification	Est Amount
5215	22005	CFDA 66.818 EPA -Brownfields	\$800,000
		Total	\$800,000

## Interdepartment Transfer Receipts

### 7100000000 - Agency of Commerce and Community Development - Administration

Budget Request Code	Fund	Justification	Est Amount
5214	21500	Chief Marketing Officer (CMO) various billings for services provided to state entities	\$70,000
5214	21500	VT Center for Geographic Information various billings for services provided to state entities	\$100,000
		Total	\$170,000



<b>FISCAL YEAR 2016 BUDGET</b>									
<b>DEPARTMENT PROGRAM PROFILE</b>									
<b>DEPARTMENT:</b>	<b>ADMINISTRATION</b>								
	Name and brief narrative description of program (not to exceed 2 sentences for each)	GF \$\$	TF \$\$	Spec F (incl tobacco) \$\$	Fed F \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions	Amounts granted out
<b>Administration</b>									
FY 2014 expenditures	Administration consists of the Office of the Agency Secretary, Deputy Secretary, IT Services, Administrative Services and Legal Counsel. Together they provide managerial direction, coordination, and support services to the agency.	2,722,389	0	0	693,049	54,940	3,470,378	19	744,529
FY 2015 estimated expenditures		2,869,043	0	2,000,000	800,000	0	5,669,043	18	3,198,528
FY 2016 budget request		2,923,793	0	3,185,000	800,000		6,908,793	18	4,322,627
<b>Chief Marketing Officer</b>									
FY 2014 expenditures	The Office of the Chief Marketing Officer for the state of Vermont was created in Act 71, 2005, to ensure consistency and efficiency in the use of state funds for marketing and promotional activities conducted by state agencies.	208,203	0	0	0	12,625	220,828	2	0
FY 2015 estimated expenditures		165,514	0	0	0	70,000	235,514	2	0
FY 2016 budget request		200,514	0	0	0	70,000	270,514	2	0
<b>VT Center for Geographic Information</b>									
FY 2014 expenditures	Vermont Center for Geographic Information (VCGI) is the statewide resource portal for Vermont's geospatial data, information, and activities and is charged with the development and implementation of a comprehensive strategy for the State, including supporting structures & systems. VCGI is charged with ensuring that all data gathered by state agencies shall be standardized, distributed via a VCGI-managed statewide system and available to the	0	0	0	0	0	0	0	0
FY 2015 estimated expenditures		0	0	0	0	0	0	0	0
FY 2016 budget request		267,000	0	384,800	0	100,000	751,800	6	0
	<b>Total Department</b>								
	<b>FY 2014 expenditures</b>	<b>2,930,592</b>	<b>0</b>	<b>0</b>	<b>693,049</b>	<b>67,565</b>	<b>3,691,206</b>	<b>21</b>	<b>744,529</b>
	<b>FY 2015 estimated expenditures</b>	<b>3,034,557</b>	<b>0</b>	<b>2,000,000</b>	<b>800,000</b>	<b>70,000</b>	<b>5,904,557</b>	<b>20</b>	<b>3,198,528</b>
	<b>FY 2016 budget request</b>	<b>3,391,307</b>	<b>0</b>	<b>3,569,800</b>	<b>800,000</b>	<b>170,000</b>	<b>7,931,107</b>	<b>26</b>	<b>4,322,627</b>

**ADMINISTRATION  
FY 16 CONTRACT DETAIL**

<b>Name/Type</b>	<b>Account Code</b>	<b>FY 2015 Total Cost</b>	<b>Gen Fund</b>	<b>Inter Dept Transfer</b>
Image Relay LLC	507563	\$6,000	\$6,000	\$0
HMC Advertising	507563	\$1,500	\$0	\$1,500
COOP State Advertising Contracts	507600	\$15,000	\$0	\$15,000
<b>Total Administration (CMO)</b>		<u>\$22,500</u>	<u>\$6,000</u>	<u>\$16,500</u>
Advertising/Marketing -Other	507563	\$7,500	\$6,000	\$1,500
Other Contracts & Third Party Svcs	507600	\$15,000	\$0	\$15,000
		<u>\$22,500</u>	<u>\$6,000</u>	<u>\$16,500</u>

**ACCD/Administration****General Fund Carry-forward Balances - June 30, 2014**

Source: VISION Query - VT\_APPROP\_FUND\_SUM\_NW

Unit	Fund	Dept	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07100	10000	7100000000	\$2,946,378.94		\$2,930,592.88	\$15,786.06

**Carry-forward Justification for Dept 7100000000:**

FY15 Pay Act Needs Offset (Admin/CMO)	\$9,193.62
National Life Office Renovations (parts ordered April, project completed July)	\$3,197.00
Video Conferencing Equipment on P-Card, not received in time for payment	\$3,395.44
	<u>\$15,786.06</u>

### OVERVIEW

The Chief Marketing Office (CMO) serves as a central resource for state marketing activity, providing oversight of (and guidance on) marketing functions within each state agency and department. Specifically, the CMO acts as a steward of the Vermont brand; supports state marketing activity by providing strategic marketing and communications expertise, tactical planning support and centralized services; and enhances the success of state marketing efforts through collaboration across state government as well as via public/private partnerships.

### STAFF AND PRIORITIES

The Chief Marketing Office is a two-person operation, consisting of the Chief Marketing Officer and a Marketing Manager. In 2014, the CMO team worked on two major statewide projects, as well as a plethora of smaller design projects and production services for individual agencies and departments. The office also conducted two major RFPs resulting in new statewide marketing contracts for creative services and media buying, and streamlined the processes by which state offices can take advantage of those contracts. Finally, the team also set the stage for substantial cost-savings in 2015 and beyond with a new statewide contract for digital asset management.

Chief Marketing Officer Nancy Brooks resigned in October 2014 and her duties are currently being fulfilled by Marketing Manager Heather Pelham. Filling the position of CMO has been delayed to realize vacancy savings and meet rescission targets. Recruitment will begin in early Spring and we look to have a new CMO on board by May 2015.

As the demand for the services provided by the CMO even normally outpaces capacity, a small outside contract for design services has been utilized to support the Marketing Manager while the office is under-staffed. We continue to support state entities within our budget constraints, particularly those that do not have dedicated communications staff and look exclusively to the CMO to help them accomplish their outreach and marketing goals.

### MAJOR STATEWIDE PROJECTS

#### State of Vermont Website Template

The CMO team started working with DII in 2006 to create a State of Vermont web template that would provide a standard look-and-feel for state websites, as well as

a fully-supported platform for more state programs to maintain an online presence without each individual agency, department or program needing to fund custom web development and hosting out of their own budgets.

The template has undergone a handful of design upgrades since its creation, and 2014 saw a massive redesign and upgrade unlike any that have gone before. This upgrade brings state websites into the “mobile-responsive” age (meaning that websites on the new template will automatically resize when viewed on a tablet or mobile phone, offering the user a much better experience). The design upgrade also provides much more flexibility in terms of features. State entities have the ability to “mix and match” tools and display widgets to create a site that feels much more customized than has been possible before, all while maintaining a consistent overall look.

The rigidity of earlier versions of the state template was often cited by state offices as a reason why they continued to build custom websites, despite the additional cost. So the CMO’s office, along with DII and the State’s contracted web developers at Vermont Information Consortium (VIC), invested a great deal of time and energy into a comprehensive template upgrade in hopes that design improvements will keep more state offices on the template, saving potentially hundreds of thousands of dollars over just a few years.

That new template came online in December 2014. Our priority for 2015 will be moving as many older sites as possible into that new template, and counseling state agency and department staff on the best ways to use this state-of-the-art tool to communicate effectively with Vermonters online.

#### Great Jobs in Vermont

Working with the Department of Tourism & Marketing and the Department of Economic Development, and under the overall direction of the Governor’s Office, the CMO team has been involved in the development of a marketing campaign to recruit former residents and young families to Vermont.

The “Great Jobs in Vermont” campaign seeks to reach alumni of Vermont colleges, tourist visitors and second-homeowners (i.e., out-of-staters with ties to Vermont) and make them aware of the great career opportunities here. Our low unemployment rate, coupled with large numbers

of job openings at many growing Vermont companies, mean that Vermont has much to offer professionals and young families beyond great skiing and vacationing opportunities.

The Department of Tourism & Marketing created a page on their website to serve as a “landing page” for this campaign and offer visitors paths to a full Vermont job-search site, hosted by the Department of Labor, as well as a LinkedIn site with current job openings and job-related discussions, maintained by a consortium of recruiters and human resources team leaders at several growing Vermont companies.

The CMO’s office developed a series of digital ads that could be dropped into email newsletters, social media sites and websites of Vermont colleges, alumni groups, business groups and other partners, to drive traffic to this website and spread the word about “Great Jobs in Vermont.” We also created an email newsletter template that is being used by the Governor’s staff to distribute new ads to partners on a regular basis. By running the campaign in this way, leaning on private-sector and nonprofit partners and utilizing existing resources, we were able to get an important message out without spending any state dollars on paid media.

## CENTRALIZED MARKETING SERVICES & RESOURCES

Beyond the priorities outlined above, the CMO supports marketing work throughout state government by serving as the state’s central brand steward and providing access to shared resources.

### Design & Production Services

The CMO’s office spent 1,053 hours on design and production services in 2014. The cost of staff time is 60% less than the contracted hourly rates of marketing vendors, equating to a savings of over \$63,000.

These projects supported by the CMO resulted in dollars saved, improved quality and effectiveness, and enhanced success of marketing programs. As importantly, the Vermont brand was consistently faced and messaged across state government.

### Master Contracts & Other Shared Resources

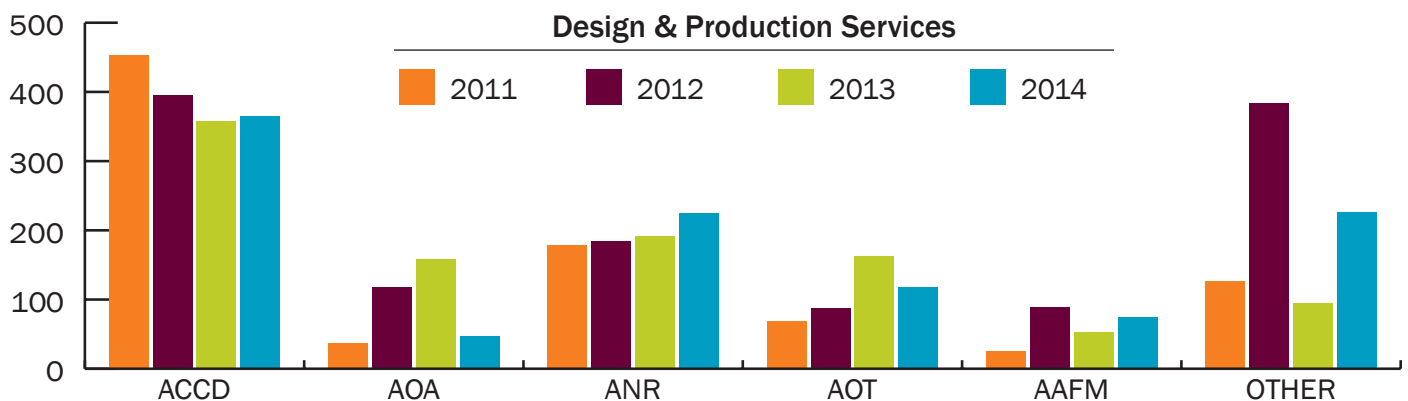
The CMO’s office put into place five new statewide master contracts this year for marketing and communications creative services, and one new master contract for statewide media buying. The office also extended the terms for three photography master contracts.

These consolidated contracts make it easier and more efficient for state offices to enter into agreements with outside vendors and consultants for large or specialized marketing projects, under processes that still ensure transparency, accountability and fair competition via full RFP processes. Consolidating these services into statewide master contracts, as opposed to myriad individual agreements, enables all state offices and programs to avail themselves of one set of reduced rates for marketing services.

The CMO’s office also administers a shared image library for state-owned photography, and we made a number of functional and cost-saving improvements to this service in 2014. We improved the organization of the online library, created a new process for use of sensitive or restricted images and developed new guidelines for image uploads and keywords. We also renegotiated contract terms with the vendor to provide a comparable level of service at a drastically reduced rate. Expected savings to the state is \$12,000 annually.

### QUESTIONS OR COMMENTS? PLEASE REACH OUT:

Heather Pelham, Marketing Manager  
802-828-3208; heather.pelham@state.vt.us; cmo.vermont.gov



# Department of Economic Development

Lisa Gosselin, Commissioner

Economic Development	\$ 6,231,522
FY 2016 Governor's Recommend	\$6,231,522

# Fiscal Year 2016 Budget Changes by Dept. - Economic Development By Fund

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	Total \$\$
<b>Approp #1, Economic Development FY 2015 Approp</b>	<b>4,655,650</b>	<b>730,350</b>	<b>661,000</b>	<b>0</b>	<b>6,047,000</b>
FY15 August Rescission	(87,952)				(87,952)
Internal Service Reductions	(72)				(72)
<b>Approp #1, FY 2015 Approp Amended</b>	<b>4,567,626</b>	<b>730,350</b>	<b>661,000</b>	<b>0</b>	<b>5,958,976</b>
Salary/Benefits Net Increase	88,437				88,437
Connect VT shortfall	25,312				25,312
Procurement Tech Assistance Center Match loss from DOD	32,510				32,510
DII, VISION, HR and Insurance net decrease	(11,744)				(11,744)
Eliminate majority of Creative Economy Program funding	(108,507)				(108,507)
Eliminate Bennington Composites Clusters grant	(30,000)				(30,000)
EB-5 Enterprise fund anticipated funding increase		192,300			192,300
Economic Development conference fees increase		7,000			7,000
US Small Bus Admin -International Trade Assistance STEP increase in funding			299,008		299,008
USDA -Rural Business Enterprise grant completed			(20,000)		(20,000)
VT Global Trade Partnership Export Promotion grant completion			(15,000)		(15,000)
Northern Borders Regional Commission grant -International Trade -completed			(186,000)		(186,000)
Dept of Defense -Procurement Technical Assistance Center -funding decrease			(770)		(770)
<b>Total Additions/(Reductions) FY 2016 to reach Gov Recommend</b>	<b>(3,992)</b>	<b>199,300</b>	<b>77,238</b>	<b>0</b>	<b>272,546</b>
<b>Approp #1 FY 2016 Governor Recommend</b>	<b>4,563,634</b>	<b>929,650</b>	<b>738,238</b>	<b>0</b>	<b>6,231,522</b>

## Budget Rollup

Organization: 7120010000 - Economic Development

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages	918,597	1,052,871	1,009,761	1,041,133	(11,738)	-1.1%
Fringe Benefits	425,708	513,987	513,987	559,965	45,978	8.9%
Contracted and 3rd Party Service	1,317,942	1,689,552	1,689,552	1,602,424	(87,128)	-5.2%
PerDiem and Other Personal Services	3,300	34,675	34,675	89,613	54,938	158.4%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>2,665,547</b>	<b>3,291,085</b>	<b>3,247,975</b>	<b>3,293,135</b>	<b>2,050</b>	<b>0.1%</b>

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Equipment	2,360	0	0	0	0	0.0%
IT/Telecom Services and Equipment	80,545	88,510	88,510	93,745	5,235	5.9%
Travel	157,269	189,022	189,022	249,173	60,151	31.8%
Supplies	15,375	28,655	28,655	23,287	(5,368)	-18.7%
Other Purchased Services	383,590	392,986	392,986	632,156	239,170	60.9%
Other Operating Expenses	3,684	2,396	2,396	3,290	894	37.3%
Rental Other	4,788	4,000	4,000	5,000	1,000	25.0%
Rental Property	7,073	2,508	2,508	8,335	5,827	232.3%
Property and Maintenance	1,340	635	635	1,580	945	148.8%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>656,025</b>	<b>708,712</b>	<b>708,712</b>	<b>1,016,566</b>	<b>307,854</b>	<b>43.4%</b>



**Budget Object Group: 3. GRANTS**

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Grants Rollup	2,228,809	2,047,203	2,038,576	1,921,821	(125,382)	-6.1%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>2,228,809</b>	<b>2,047,203</b>	<b>2,038,576</b>	<b>1,921,821</b>	<b>(125,382)</b>	<b>-6.1%</b>
<b>Total Expenses</b>	<b>5,550,381</b>	<b>6,047,000</b>	<b>5,995,263</b>	<b>6,231,522</b>	<b>184,522</b>	<b>3.1%</b>

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
General Funds	4,445,214	4,655,650	4,603,913	4,563,634	(92,016)	-2.0%
Special Fund	520,955	730,350	730,350	929,650	199,300	27.3%
Federal Funds	584,213	661,000	661,000	738,238	77,238	11.7%
IDT Funds	0	0	0	0	0	0.0%
<b>Funds Total</b>	<b>5,550,381</b>	<b>6,047,000</b>	<b>5,995,263</b>	<b>6,231,522</b>	<b>184,522</b>	<b>3.1%</b>

Position Count				18		
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				FY2015 Governor's		Difference Between	Percent Change
			FY2015 Original	BAA	FY2016 Governor's	FY2016 Governor's	FY2016
			As Passed	Recommended	Recommended	Recommend and	Governor's
			Budget	Budget	Budget	FY2015 As Passed	Recommend and
							FY2015 As
							Passed
Fringe Benefits (cont)		FY2014 Actuals					
Employee Tuition Costs	504530	2,307	0	0	0	0	0.0%
Workers Comp - Ins Premium	505200	8,890	9,995	9,995	3,907	(6,088)	-60.9%
Unemployment Compensation	505500	11,050	0	0	0	0	0.0%
Catamount Health Assessment	505700	144	0	0	0	0	0.0%
<b>Total: Fringe Benefits</b>		<b>425,708</b>	<b>513,987</b>	<b>513,987</b>	<b>559,965</b>	<b>45,978</b>	<b>8.9%</b>

				FY2015 Governor's		Difference Between	Percent Change
			FY2015 Original	BAA	FY2016 Governor's	FY2016 Governor's	FY2016
			As Passed	Recommended	Recommended	Recommend and	Governor's
			Budget	Budget	Budget	FY2015 As Passed	Recommend and
							FY2015 As
							Passed
Contracted and 3rd Party Service		FY2014 Actuals					
Description	Code						
Contr & 3Rd Party - Financial	507100	0	0	0	75,000	75,000	0.0%
Contr&3Rd Pty-Educ & Training	507350	10,800	0	0	0	0	0.0%
Contr&3Rd Pty - Info Tech	507550	37,830	21,000	21,000	31,500	10,500	50.0%
Contr-Compsoftware-Sysdevelop	507553	7,904	13,450	13,450	18,450	5,000	37.2%
Creative/Development	507561	9,895	0	0	0	0	0.0%
Creative/Development-Web	507562	14,350	25,000	25,000	53,000	28,000	112.0%
Advertising/Marketing-Other	507563	44,551	38,000	38,000	74,870	36,870	97.0%
Other Contr and 3Rd Pty Serv	507600	1,192,612	1,592,102	1,592,102	1,349,604	(242,498)	-15.2%
<b>Total: Contracted and 3rd Party Service</b>		<b>1,317,942</b>	<b>1,689,552</b>	<b>1,689,552</b>	<b>1,602,424</b>	<b>(87,128)</b>	<b>-5.2%</b>

							Percent Change FY2016 Governor's Recommend and FY2015 As Passed
		FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed		
PerDiem and Other Personal Services		FY2014 Actuals					
Description	Code						
Per Diem	506000	3,300	4,300	4,300	4,000	(300)	
Other Pers Serv	506200	0	30,375	30,375	85,613	55,238	
Total: PerDiem and Other Personal Services		3,300	34,675	34,675	89,613	54,938	
Total: 1. PERSONAL SERVICES		2,665,547	3,291,085	3,247,975	3,293,135	2,050	

							Percent Change FY2016 Governor's Recommend and FY2015 As Passed
		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	
IT/Telecom Services and Equipment							
Description	Code						
Telecom-Mobile Wireless Data	516623	7,621	6,564	6,564	9,230	2,666	40.6%
Telecom-Telephone Services	516652	2,105	3,050	3,050	6,032	2,982	97.8%
Telecom-Toll Free Phone Serv	516657	51	100	100	100	0	0.0%
Telecom-Conf Calling Services	516658	699	1,800	1,800	1,650	(150)	-8.3%
Telecom-Wireless Phone Service	516659	6,428	6,212	6,212	9,460	3,248	52.3%
It Intsvccost-Vision/Isdassess	516671	1,087	997	997	1,141	144	14.4%
It Intsvccost- Dii - Telephone	516672	4,487	5,075	5,075	3,570	(1,505)	-29.7%
It Inter Svc Cost User Support	516678	13,482	17,082	17,082	18,552	1,470	8.6%
It Int Svc Dii Allocated Fee	516685	13,552	18,997	18,997	20,139	1,142	6.0%
Hw - Other Info Tech	522200	2,714	0	0	0	0	0.0%
Hardware - Desktop & Laptop Pc	522216	7,966	9,000	9,000	9,800	800	8.9%
Hw - Printers,Copiers,Scanners	522217	0	0	0	0	0	0.0%
Hardware-Telephone User Equip	522219	123	0	0	300	300	0.0%
Software - Other	522220	70	6,000	6,000	11,778	5,778	96.3%
Software - Office Technology	522221	7,150	698	698	0	(698)	-100.0%
Sw-Database&Management Sys	522222	10,200	10,200	10,200	0	(10,200)	-100.0%
Software-Gis	522223	760	1,335	1,335	1,093	(242)	-18.1%
Sw-Firewall Filter & Security	522227	245	0	0	0	0	0.0%
Hw-Personal Mobile Devices	522258	1,805	1,400	1,400	900	(500)	-35.7%
<b>Total: IT/Telecom Services and Equipment</b>		<b>80,545</b>	<b>88,510</b>	<b>88,510</b>	<b>93,745</b>	<b>5,235</b>	<b>5.9%</b>

							Percent Change FY2016 Governor's Recommend and FY2015 As Passed
		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	
Other Operating Expenses							
Description	Code						
Single Audit Allocation	523620	3,409	2,396	2,396	3,290	894	37.3%
Registration & Identification	523640	275	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>3,684</b>	<b>2,396</b>	<b>2,396</b>	<b>3,290</b>	<b>894</b>	<b>37.3%</b>

		FY2015 Governor's				Difference Between	Percent Change
		FY2015 Original	BAA	FY2016 Governor's	FY2016 Governor's	Governor's	
		As Passed	Recommended	Recommended	Recommend and	Recommend and	
		Budget	Budget	Budget	FY2015 As Passed	FY2015 As Passed	FY2016 As Passed
Other Purchased Services		FY2014 Actuals					
Description	Code						
Insurance Other Than Empl Bene	516000	9,200	11,604	11,604	12,004	400	3.4%
Insurance - General Liability	516010	8,424	8,822	8,822	2,601	(6,221)	-70.5%
Dues	516500	2,441	13,243	13,243	22,910	9,667	73.0%
Advertising-Radio	516812	1,394	2,000	2,000	1,400	(600)	-30.0%
Advertising-Print	516813	98,205	101,300	101,300	83,350	(17,950)	-17.7%
Advertising-Web	516814	52,025	60,920	60,920	44,540	(16,380)	-26.9%
Advertising-Other	516815	80,592	38,000	38,000	82,616	44,616	117.4%
Advertising - Job Vacancies	516820	341	0	0	0	0	0.0%
Client Meetings	516855	3,341	4,500	4,500	8,300	3,800	84.4%
Trade Shows & Events	516870	94,658	81,501	81,501	287,000	205,499	252.1%
Giveaways	516871	4,865	5,500	5,500	4,500	(1,000)	-18.2%
Photography	516875	1,238	1,000	1,000	1,000	0	0.0%
Printing and Binding	517000	436	5,900	5,900	9,650	3,750	63.6%
Printing & Binding-Bgs Copy Ct	517005	1,195	150	150	1,375	1,225	816.7%
Printing-Promotional	517010	2,056	0	0	500	500	0.0%
Photocopying	517020	329	0	0	0	0	0.0%
Registration For Meetings&Conf	517100	18,887	23,480	23,480	28,160	4,680	19.9%
Postage	517200	0	325	325	85	(240)	-73.8%
Postage - Bgs Postal Svcs Only	517205	316	791	791	450	(341)	-43.1%
Freight & Express Mail	517300	3,008	2,700	2,700	2,775	75	2.8%
Instate Conf, Meetings, Etc	517400	28	0	0	0	0	0.0%
Outside Conf, Meetings, Etc	517500	45	0	0	0	0	0.0%
Other Purchased Services	519000	566	31,250	31,250	38,940	7,690	24.6%
<b>Total: Other Purchased Services</b>		<b>383,590</b>	<b>392,986</b>	<b>392,986</b>	<b>632,156</b>	<b>239,170</b>	<b>60.9%</b>

		FY2015 Governor's				Difference Between		Percent Change
		FY2015 Original		BAA	FY2016 Governor's	FY2016 Governor's		FY2016
		As Passed	Recommended	Recommended	Recommended	FY2016 Governor's		Governor's
		Budget	Budget	Budget	Budget	Recommend and		Recommend and
						FY2015 As Passed		FY2015 As
								Passed
Property and Maintenance		FY2014 Actuals						
Description	Code							
Repair&Maintenance-Compsys Hw	513005	165	0	0	0	0		0.0%
Repair & Maint - Office Tech	513010	876	635	635	1,580	945		148.8%
Other Repair & Maint Serv	513200	300	0	0	0	0		0.0%
<b>Total: Property and Maintenance</b>		<b>1,340</b>	<b>635</b>	<b>635</b>	<b>1,580</b>	<b>945</b>		<b>148.8%</b>

		FY2015 Governor's				Difference Between		Percent Change
		FY2015 Original		BAA	FY2016 Governor's	FY2016 Governor's		FY2016
		As Passed	Recommended	Recommended	Recommended	FY2016 Governor's		Governor's
		Budget	Budget	Budget	Budget	Recommend and		Recommend and
						FY2015 As Passed		FY2015 As
								Passed
Rental Other		FY2014 Actuals						
Description	Code							
Rental - Auto	514550	100	0	0	0	0		0.0%
Rental - Other	515000	4,688	4,000	4,000	5,000	1,000		25.0%
<b>Total: Rental Other</b>		<b>4,788</b>	<b>4,000</b>	<b>4,000</b>	<b>5,000</b>	<b>1,000</b>		<b>25.0%</b>

		FY2015 Governor's				Difference Between		Percent Change
		FY2015 Original		BAA	FY2016 Governor's	FY2016 Governor's		FY2016
		As Passed	Recommended	Recommended	Recommended	FY2016 Governor's		Governor's
		Budget	Budget	Budget	Budget	Recommend and		Recommend and
						FY2015 As Passed		FY2015 As
								Passed
Rental Property		FY2014 Actuals						
Description	Code							
Rent Land & Bldgs-Office Space	514000	0	0	0	2,600	2,600		0.0%
Rent Land&Bldgs-Non-Office	514010	7,073	2,508	2,508	5,735	3,227		128.7%
<b>Total: Rental Property</b>		<b>7,073</b>	<b>2,508</b>	<b>2,508</b>	<b>8,335</b>	<b>5,827</b>		<b>232.3%</b>

		FY2015 Governor's			Difference Between		Percent Change
		FY2015 Original	BAA	FY2016 Governor's	FY2016 Governor's	Governor's	
		As Passed	Recommended	Recommended	Recommend and	Recommend and	
		Budget	Budget	Budget	FY2015 As Passed	FY2015 As Passed	
Supplies	FY2014 Actuals						
Description	Code						
Office Supplies	520000	1,202	3,230	3,230	5,765	2,535	78.5%
Gasoline	520110	2,896	2,725	2,725	3,147	422	15.5%
Other General Supplies	520500	221	100	100	225	125	125.0%
It & Data Processing Supplies	520510	504	1,575	1,575	1,475	(100)	-6.3%
Recognition/Awards	520600	34	0	0	0	0	0.0%
Books&Periodicals-Library/Educ	521500	1,066	25	25	375	350	1,400.0%
Subscriptions	521510	2,882	0	0	5,000	5,000	0.0%
Subscriptions Other Info Serv	521515	6,526	21,000	21,000	6,800	(14,200)	-67.6%
Other Books & Periodicals	521520	43	0	0	500	500	0.0%
<b>Total: Supplies</b>		<b>15,375</b>	<b>28,655</b>	<b>28,655</b>	<b>23,287</b>	<b>(5,368)</b>	<b>-18.7%</b>

		FY2015 Governor's			Difference Between		Percent Change
		FY2015 Original	BAA	FY2016 Governor's	FY2016 Governor's	Governor's	
		As Passed	Recommended	Recommended	Recommend and	Recommend and	
		Budget	Budget	Budget	FY2015 As Passed	FY2015 As Passed	
Travel	FY2014 Actuals						
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	14,857	21,942	21,942	16,093	(5,849)	-26.7%
Travel-Inst-Other Transp-Emp	518010	5,333	9,900	9,900	17,665	7,765	78.4%
Travel-Inst-Meals-Emp	518020	126	2,135	2,135	75	(2,060)	-96.5%
Travel-Inst-Lodging-Emp	518030	861	2,500	2,500	1,375	(1,125)	-45.0%
Travel-Inst-Incidentals-Emp	518040	1,100	1,870	1,870	1,550	(320)	-17.1%
Travel-Inst-Auto Mileage-Nonemp	518300	5,497	7,000	7,000	5,500	(1,500)	-21.4%
Travel-Outst-Auto Mileage-Emp	518500	2,234	3,510	3,510	2,585	(925)	-26.4%
Travel-Outst-Other Trans-Emp	518510	44,527	51,388	51,388	76,269	24,881	48.4%
Travel-Outst-Meals-Emp	518520	8,283	10,824	10,824	22,721	11,897	109.9%
Travel-Outst-Lodging-Emp	518530	57,875	73,668	73,668	100,482	26,814	36.4%
Travel-Outst-Incidentals-Emp	518540	3,651	4,285	4,285	4,858	573	13.4%
Travel-Outst-Automileage-Nonemp	518700	47	0	0	0	0	0.0%
Travel-Outst-Other Trans-Nonemp	518710	5,141	0	0	0	0	0.0%
Travel-Outst-Meals-Nonemp	518720	940	0	0	0	0	0.0%
Travel-Outst-Lodging-Nonemp	518730	6,797	0	0	0	0	0.0%
<b>Total: Travel</b>		<b>157,269</b>	<b>189,022</b>	<b>189,022</b>	<b>249,173</b>	<b>60,151</b>	<b>31.8%</b>

<b>Total: 2. OPERATING</b>	<b>656,025</b>	<b>708,712</b>	<b>708,712</b>	<b>1,016,566</b>	<b>307,854</b>	<b>43.4%</b>
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**Budget Object Group: 3. GRANTS**

		FY2015 Governor's				Difference Between	Percent Change
		FY2015 Original	BAA	FY2016 Governor's		FY2016 Governor's	FY2016
		As Passed	Recommended	Recommended		Recommend and	Governor's
		Budget	Budget	Budget		FY2015 As Passed	Recommend and
							FY2015 As
							Passed
<b>Grants Rollup</b>		<b>FY2014 Actuals</b>	<b>FY2015 Original</b>	<b>FY2015 Governor's</b>	<b>FY2016 Governor's</b>	<b>Difference Between</b>	<b>Percent Change</b>
<b>Description</b>	<b>Code</b>		<b>As Passed</b>	<b>BAA</b>	<b>Recommended</b>	<b>FY2016 Governor's</b>	<b>Governor's</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>	<b>Recommend and</b>	<b>Recommend and</b>
				<b>Budget</b>		<b>FY2015 As Passed</b>	<b>FY2015 As</b>
							<b>Passed</b>
Grants To Municipalities	550000	12,441	11,150	11,150	8,970	(2,180)	-19.6%
Gr, Awards, Scholarships&Loans	550200	0	500	500	0	(500)	-100.0%
Other Grants	550500	2,216,368	2,035,553	2,026,926	1,912,851	(122,702)	-6.0%
<b>Total: Grants Rollup</b>		<b>2,228,809</b>	<b>2,047,203</b>	<b>2,038,576</b>	<b>1,921,821</b>	<b>(125,382)</b>	<b>-6.1%</b>
<b>Total: 3. GRANTS</b>		<b>2,228,809</b>	<b>2,047,203</b>	<b>2,038,576</b>	<b>1,921,821</b>	<b>(125,382)</b>	<b>-6.1%</b>
<b>Total Expenses:</b>		<b>5,550,381</b>	<b>6,047,000</b>	<b>5,995,263</b>	<b>6,231,522</b>	<b>184,522</b>	<b>3.1%</b>

		FY2015 Governor's				Difference Between	Percent Change
		FY2015 Original	BAA	FY2016 Governor's		FY2016 Governor's	FY2016
		As Passed	Recommended	Recommended		Recommend and	Governor's
		Budget	Budget	Budget		FY2015 As Passed	Recommend and
							FY2015 As
							Passed
<b>Fund Name</b>	<b>Fund Code</b>	<b>FY2014 Actuals</b>	<b>FY2015 Original</b>	<b>FY2015 Governor's</b>	<b>FY2016 Governor's</b>	<b>Difference Between</b>	<b>Percent Change</b>
			<b>As Passed</b>	<b>BAA</b>	<b>Recommended</b>	<b>FY2016 Governor's</b>	<b>Governor's</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>	<b>Recommend and</b>	<b>Recommend and</b>
				<b>Budget</b>		<b>FY2015 As Passed</b>	<b>FY2015 As</b>
							<b>Passed</b>
General Fund	10000	4,445,214	4,655,650	4,603,913	4,563,634	(92,016)	-2.0%
Captive Insurance Reg & Suprv	21085	505,350	630,350	630,350	630,350	0	0.0%
Inter-Unit Transfers Fund	21500	0	0	0	0	0	0.0%
Conference Fees & Donations	21525	8,473	15,000	15,000	22,000	7,000	46.7%
ACCD-Miscellaneous Receipts	21820	2,112	60,000	60,000	60,000	0	0.0%
EB-5 Enterprise Fund	21919	5,020	25,000	25,000	217,300	192,300	769.2%
Federal Revenue Fund	22005	584,213	661,000	661,000	738,238	77,238	11.7%
<b>Funds Total:</b>		<b>5,550,381</b>	<b>6,047,000</b>	<b>5,995,263</b>	<b>6,231,522</b>	<b>184,522</b>	<b>3.1%</b>

Position Count					18		
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## Grants to Non-State-Government Entities

### 7120010000 - Economic Development

Budget Request Code	Fund	Justification	Est Amount
5182	10000	Brattleboro Development Credit Corp/SeVEDS	\$50,000
5182	10000	Employee Ownership Ctr	\$69,660
5182	10000	Job Zones Development, Bellows Falls	\$8,970
5182	10000	Small Business Development Center	\$357,400
5182	10000	VT Training Program Grants	\$1,307,741
5182	10000	VT Womens Business Center	\$18,050
5182	21085	VT Captive Insurance Assoc	\$20,000
5182	22005	VGTP Technical Assistance Grants	\$90,000
		<b>Total</b>	<b>\$1,921,821</b>

## Federal Grants Receipts

### 7120010000 - Economic Development

Budget Request Code	Fund	Justification	Est Amount
5184	22005	CFDA 12.002 Procurement Technical Assistance for Business Firms	\$424,230
5184	22005	CFDA 59.061 STEP	\$314,008
		<b>Total</b>	<b>\$738,238</b>

**DEPT OF ECONOMIC DEVELOPMENT  
FY 16 CONTRACT DETAIL**

Name/Type	Account Code	Fund	Contracts Request	Gen Fund	Federal	Captive Insurance	Conference Fees & Donations	EB-5 Special Funds	Misc Receipts
Reviews EB-5 projects	507100	21919	\$75,000	\$0		\$0		\$75,000	\$0
C2 Maintainence (website)	507550	10000	\$31,500	\$31,500		\$0			\$0
AGATE Intelligrants -Info Technology	507553	10000	\$18,450	\$18,450	\$0	\$0			\$0
Advertising Agency -Creative Dev/Web	507562	Var	\$53,000	\$0	\$0	\$13,000		\$40,000	\$0
Advertising Agency -Marketing Other	507563	Var	\$74,870	\$8,370	\$1,500	\$65,000			\$0
Economic Policy Research	507600	10000	\$5,000	\$5,000	\$0	\$0			\$0
RDC Block Grant Contracts	507600	10000	\$1,266,104	\$1,266,104	\$0	\$0			\$0
Softshare Contact Mgmt Infor Tech Svc	507600	Var	\$16,500	\$11,500	\$5,000	\$0			\$0
Speaker Fees	507600	21525	\$2,000	\$0		\$0	\$2,000		\$0
TIF Analysis Services -VEGI	507600	21820	\$60,000	\$0	\$0	\$0			\$60,000
<b>Total Economic Development</b>			<b>\$1,602,424</b>	<b>\$1,340,924</b>	<b>\$6,500</b>	<b>\$78,000</b>	<b>\$2,000</b>	<b>\$115,000</b>	<b>\$60,000</b>

		Total	Gen Fund	Federal Fund	SF 21085	SF21525	SF21919	SF 21820
Contr & 3Rd Party - Financial	507100	\$75,000	\$0	\$0	\$0	\$0	\$75,000	\$0
Information Technology	507550	\$31,500	\$31,500	\$0	\$0	\$0	\$0	\$0
Comp Software/System Develop	507553	\$18,450	\$18,450	\$0	\$0	\$0	\$0	\$0
Creative/Development -Web	507562	\$53,000	\$0	\$0	\$13,000	\$0	\$40,000	\$0
Advertising/Marketing -Other	507563	\$74,870	\$8,370	\$1,500	\$65,000	\$0	\$0	\$0
Other Contracts & Third Party Svcs	507600	\$1,349,604	\$1,282,604	\$5,000	\$0	\$2,000	\$0	\$60,000
		<b>\$1,602,424</b>	<b>\$1,340,924</b>	<b>\$6,500</b>	<b>\$78,000</b>	<b>\$2,000</b>	<b>\$115,000</b>	<b>\$60,000</b>

Department of Economic Development  
General Fund Carry-forward Balances - June 30, 2014

Source: VISION Query - VT\_APPROP\_FUND\_SUM\_NW

Unit	Dept	Fund	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07120	7120010000	10000	(6,317,666.05)	1,567,110.03	4,445,213.55	(305,342.47)

ACT 50 Sec B 801

VT Training Program Grants for new businesses being recruited from out of state for relocation to VT. Grants would be for training new hires.	217,268.11
AGATE Contract for work related to online grants management system modifications for new requirements mandated by S. 220	15,130.45
Procurement Technical Assistance Center match of Federal Grant due to in kind match from Bid Board no longer being an allowable expense.	19,000.00
Balance of Burlington Airport Grant-Full amount of grant was not encumbered on PO	7,889.38
Prior Year Expenses:	
Purchasing Card prior year expenses	2,966.17
Partial Pay Act needs	43,088.36
	305,342.47

One-Time Appropriations:

Unit	Dept	Fund	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07120	7120890704	10000	(7,711.88)	0.00	0.00	(7,711.88)

Act 65 Sec. 233(a)(5)(A) of Fiscal Year 2007

Vermont International Trade Commission- Appropriations for Member Per diem and public meeting costs forward balance as stipulated, the commission on international trade and state sovereignty shall carry forward until expended and shall not revert to the general fund at the end of the fiscal year.

**Summary Table of Contents -Strategic Overview and Program Performance  
FY16 Budget Request**

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**Department of Economic Development (DED)**  
**Fiscal Year 2016 Budget**  
**Strategic Overview and Program Performance Narrative**

***STRATEGIC OVERVIEW***

**1. MISSION**

The mission of the Department of Economic Development is to improve the economic well-being of Vermonters by helping to increase jobs and opportunities, create a robust workforce, improve wages and encourage business start-ups, growth, recruitment, and expansion.

We accomplish this through a variety of economic development programs with the goals of:

- leading a coordinated, statewide effort to foster the growth of more jobs and higher quality jobs that will develop a more vital, resilient, and diverse economy
- supporting existing businesses and encouraging and facilitating their expansion
- recruiting new employers and new employees to the state
- improving the Vermont workforce through access to training
- connecting businesses to new markets here and abroad
- attracting financing and connecting businesses with financial needs to potential providers
- nurturing a culture of entrepreneurship and innovation that will stimulate the economy

**2. POPULATION SERVED**

We serve all of Vermont as the department touches on key elements important to all residents – employment, business development, vibrant communities, quality of life, work, and place. We serve, support and work with many partners to implement our mission including Vermont businesses, entrepreneurs, municipalities, economic and community development organizations, out-of-state and international businesses for recruitment, low and moderate-income Vermonters, institutions of higher learning, local and federal partners, lending institutions and capital managers.

**3. SUMMARY OF DEPARTMENT PROGRAMS, OUTCOMES AND SPECIAL PROJECTS**

The Department of Economic Development is made up of 18 people, including the commissioner, an administrative assistant and one part-time employee. Many of the members of this small team are skilled, long-time employees who work on highly specialized programs.

These programs include Financial Services (Captive Insurance), Business Support, the Vermont Employment Growth Incentive, Windham County Economic Development Program, Tax Increment Financing District Program, International Trade (EB-5 and Vermont Global Trade Partnership), the Procurement Technical Assistance Center, the Office of the Creative Economy (see discussion below re: FY16), and the Vermont Training Program.

## A. Outcomes

The Department is a revenue center that is directly responsible for bringing in dollars to the state's general fund, to businesses and to Vermonters. Over the last year, nearly every program saw an increase in performance over the prior year and directly contributed to Vermont's prosperity in the following ways:

### **PROGAM SUCCESSES:**

#### The State General Fund:

- *Captive Insurance*: \$24.37 million in premium tax collected in 2014 and an estimated \$24.7 million for 2015.
- *The Vermont Employment Growth Incentive* approved eight business projects in 2014 that will contribute an additional \$2.4 million in net new tax revenue (after the cost of the incentive) over the next five years.

#### Businesses:

- *VEGI*: In 2014 VEGI authorized incentives to businesses totaling \$4.7 million over the next five years for eight companies that provide well-paying jobs.
- *EB-5*: Three projects approved in FY15 will bring in more than \$100 million in foreign direct investment and considerable job creation.
- *PTAC*: Helped secure \$103 million in government contracts for businesses in FY 14.
- *VTP*: Contributed \$1.3 million to businesses and training providers to help offset training costs in FY14.

#### Employee Wages & Job Growth:

- *VEGI*: The 8 businesses awarded VEGI in 2014 are projected to create 708 new full-time jobs over the next five years and generate \$15.3 million in new payroll.
- *Vermont Training Program*: Trained 2200 Vermonters who saw an average 11.2% wage increase in FY14.
- *EB-5*: In FY 14 the Vermont Regional Center had 120 I-829 approvals (permanent residency for foreign investors that is tied to a project's job creation) translating into a conservative minimum of 1,200 jobs created and maintained over the prior two years.

#### Grant Administration:

- *Windham County Economic Development*: Under an agreement negotiated by the State with Entergy (Vermont Yankee), \$10 million from Entergy is being paid to ACCD over the next five years to be allocated for grants and loans in Windham County to projects that directly stimulate job growth. In the first half of FY15, \$814,000 was awarded to five projects.
- *Northern Borders Regional Commission*: Under the Farm Bill, Vermont received \$891,697, a \$400,000 increase for grants in Vermont over the previous years, for economic development in the northern part of the state. Six grants were awarded to help build infrastructure, educational programs and to assist small businesses.
- *STEP III*: The Department applied for, and was in the top tier of states nationwide to receive, a \$163,000 grant to help train businesses in export and to bring them to international trade shows in Dusseldorf, Dubai and Montreal.



## **B. Special Projects**

In FY15, in addition to its regular programs, the Department of Economic Development undertook the following new projects, each of which will be continued and built upon in FY16. More on each is at ThinkVermont.com:

*Comprehensive Economic Development Strategy:* In FY 15, a small team from the Department undertook a 10-month, federally funded study to create Vermont 2020: a statewide Comprehensive Economic Development Strategy. While many regions have undertaken these, Vermont's is among the first statewide CEDS in the nation. The CEDS was compiled with input from more than 300 citizens, as well as representatives from a wide variety of state agencies and partners, including the regional economic development corporations and regional planning commissions. The 137-page document identifies measureable goals and key leverage areas and will serve as a blueprint for economic development in the state for the next five years. The CEDS was approved in July of 2014 by the U.S. Economic Development Administration and projects that are listed in CEDs or which meet goals identified in CEDS will be given priority review for federal funding. It will be updated annually for the next five years.

*Advanced Manufacturing Report Update:* The Department has also begun work on updating the 2013 Advanced Manufacturing Report, reporting on progress and identifying ongoing work and next steps.

*Windham County Economic Development Grants:* As part of the settlement the Agency of Commerce and the Administration negotiated with Entergy Vermont Yankee, Entergy will be paying ACCD 10 million dollars over the next 5 years which is set aside to help promote job growth in the county. With no new funding or support, the team that works on the Vermont Employment Growth Incentive took on developing and administering this program.

*Great Jobs in Vermont Campaign:* The Department collaborated with the Administration and the Department of Tourism and Marketing to create a campaign to connect businesses with employees, promote our growing businesses and recruit young people back to Vermont for jobs. The campaign was promoted via the Department of Tourism's web site and outreach at events around New England and via alumni newsletters from Vermont's educational institutions. The campaign drove people to the Department of Labor Joblink jobs site as well as to a LinkedIn site that has attracted more than 600 members since July.

## **4. PROGRAM REPORTS**

### **A. Business Recruitment, Retention and Expansion (BRE)**

While all DED staff work directly with businesses to communicate a wide variety of programs and to help recruit new businesses, the Department has two dedicated full-time positions devoted to visiting with businesses. One is focused on manufacturing and traditional businesses while the other primarily supports the "Green Economy" sectors of clean energy, working lands, environmental consulting and green building. In addition, the Commissioner and the Office of the Creative Economy focus on tech, start-ups and emerging sectors.

The BRE staff is involved in a wide variety of areas that fundamentally are to facilitate assistance for Vermont businesses doing whatever it takes to help them stay in Vermont and grow in Vermont. We complement the role of the regional development corporations and help facilitate access to state or private programs, services and resources.

In calendar 2014 we assisted 350 active clients with 141 direct onsite counseling sessions. New jobs created during that time period totaled 1,845. Requests for assistance through the website or other contact with the department totaled approximately an additional 125 inquiries.

Among the activities BRE staff perform:

- *Supply Chain Facilitation.* BRE staff connect Vermont companies when there is a potential synergy or a likely possibility for supply chain interaction. Not surprisingly, most Vermont companies are not fully versed in the diversity of capabilities of other Vermont companies.
- *Export Training.* BRE staff working with the Vermont Manufacturing Extension Center have assisted in recruiting companies for ExporTech, a National Institute of Standards and Technology (NIST)-developed intensive export training program that has trained 14 companies to date.
- *General Technical Assistance.* Respond to inquiries from the public and businesses in Vermont. Since 2006 the department has fielded over 5,000 phone calls or emails through the departmental website for business assistance. Many of those requests are not directly the responsibility of the department, but referrals are made to the appropriate resources whatever the need.
- *Interagency Collaboration Efforts.* BRE staff are working with other state agencies to pursue ways to effectively collaborate on job creation activities. For example, the department and the Agency of Agriculture are collaborating on a pilot project to bring lean manufacturing process to farms to increase productivity, lower cost and improve quality.
- *Grant Administration.* BRE staff work with RDC's and economic development organizations to administer federal grants such as the USDA Technical Assistance grants and the Northern Border Regional Commission grants. In 2014 NBRC allocated almost \$900,000 to recipients in the Northeast Kingdom.
- BRE staff have provided information and assistance in pursuing federal stimulus funding for economic development such as the Recovery Zone Economic Development bonds.
- BRE staff represent the department on boards including the Vermont Business and Industry Exposition, Working Lands Enterprise Board, the Vermont Environmental Consortium and more.

For working lands businesses specifically we have:

- Conducted on-site business support visits with 25 working lands (primarily forest products) businesses in the first half of FY 15.
- Played a key role in developing a Forest sector systems analysis, designed to inform investments of the Working Lands Enterprise Board in the Forest and Wood Products industry.
- Helped lead the Working Lands Enterprise Initiative, alongside the Agency of Agriculture, Food, and Markets, and the Department of Forest, Parks, and Recreation (please see the Working Lands Annual Report for RBA measures of that program); served actively on the boards of key business associations including the Vermont Wood Manufacturer's Association and the Vermont Environmental Consortium; and supported vital technical assistance providers, including the Farm and Forest Viability Program of the Vermont Housing & Conservation Board, and the Vermont Agricultural Development Program, via active involvement on their Boards.

#### Case Study:

In April, 2012 the department visited Louis Garneau USA in Newport requesting assistance for a planned expansion. The company was space-constrained and having difficulty getting product out the door despite strong sales. The company designs and manufactures bicycles and apparel for the bicycle industry worldwide. Working closely with the Northeastern Vermont Development Association the department connected Louis Garneau USA with a wide range of programs and resources including the Vermont Employment Growth Incentive, the Vermont Economic Development Authority, the EB-5 Regional Center, and the Vermont Manufacturing Extension Center. Working to resolve issues of site location, financing, production layout and training planning resulted in an announcement in July, 2013 for a new 60,000 square foot facility to be built in Newport. Governor Shumlin cut the ribbon on the new building in August, 2014 with plans to add approximately 40 new positions over the next two years. The department and NVDA continue to work with the company on issues including the pending Foreign Trade Zone, export training, and workforce training needs.

## Recruitment

DED works to attract business to start-up, relocate and/or expand to Vermont. While we do not have a dedicated staff, all the department works as a team to focus on increasing national perception and awareness of Vermont as a competitive location for a business to operate. As part of this strategy, various industry sectors and markets, such as environmental technology, aviation, specialty foods, and information technology, have been selected as being of specific benefit to the State. Recruitment marketing tactics are focused on enhancing Vermont's image as a business friendly state offering viable economic incentives and other competitive advantages such as our educated workforce, geographic proximity to major markets, and recognized quality of life. In 2014 we also put effort toward attracting employees to Vermont and highlighting the growth of jobs and businesses here, with a special focus on the tech sector. We actively market our applicable financial incentives, specifically Vermont Employment Growth Incentive (VEGI), VT Training Program (VTP), and VT Economic Development Authority (VEDA), as well as Vermont's unique position as a regional EB-5 center. Historically, Vermont targets prospects in small to midsize operations, from 20 to 400 employees, which complements the State's small scale and labor force. Increasingly, we are focusing our recruiting efforts on Canadian and other foreign prospects. In 2014 the recruiting team had ongoing conversations with out-of-state businesses in renewable energy, forest products, financial services, technology and IT, manufacturing and beverages.

## Communications

In the last year the Department has created a strategy to better inform businesses and those in the economic development community of the programs and help the state can offer. Efforts in this arena have included:

- *ThinkVermont E-Newsletter*: Launched in 2014, it now reaches more than 2500 subscribers 10 times a year.
- *Social Media*: The Department maintains a Facebook and Twitter feed and posts regularly to LinkedIn groups including Great Jobs in VT, StartUp VT, Vermont Tech Alliance and others.
- *100 Innovations Made in Vermont*: This slide show and list highlights the very innovative products and processes that are going on in businesses around the state and will be added to annually.
- *InnoVaTe*: In October, the Department hosted InnoVaTe, the second annual Economic Development Summit, aimed at educating businesses about a wide variety of economic development programs and issues. The event was fully subscribed with more than 200 attendees and featured tracks for small businesses and entrepreneurs as well as larger businesses. Speakers included leaders from government, education and the business community.
- *One-Stop Portal*: The Department has worked on updating its own web site and is working with the Secretary of State's office and other agencies to create a simple, automated business registration site.

## Regional Development Corporations

The Department provides contracts to the state's 12 Regional Development Corporations (RDCs). These organizations are part of the economic delivery system for the state and all areas of the state are served. The RDCs are independent, non-profit corporations that provide assistance to Vermont businesses with expansion, start-up and relocation to Vermont. They are the "eyes and ears" for the Agency on key issues and opportunities around the state. Each RDC leverages the state dollars with other private and/or public dollars from local communities to fund their operations. The regional network is critical as the needs of the various regions around the state vary depending on the needs of the regional economy. The RDCs are staffed by professionals and directed by independent boards of directors.

In 2014, the Department revised and strengthened the performance contracts with the Regional Development Corporations and ensured activities were aligned with the statewide Comprehensive Economic Development Strategy and with requirements of Act 199. Among the measures required by these contracts:

- A minimum of 50 logged business visits per region.
- Hosting a minimum of four events a year, with at least one related to educating businesses in financing opportunities and one to workforce development and/or job fairs.
- Monthly reports to DED as well as a communications outreach plan within the region.
- Updating and maintaining a database of available sites and buildings on the DED web site.
- Communicating regularly with its regional businesses via e-newsletters, web sites and social media.
- Reporting on how the RDC is working to contribute to the measureable goals stated in the Comprehensive Economic Development Strategy, particularly regarding access to financing, workforce and education, physical infrastructure, and business environment.
- A narrative that details the particular challenges a region may be facing and what measures are being proposed to address them.

## **B. Financial Services (Captive Insurance)**

Financial Services promotes Vermont's leading position as the top US captive insurance domicile and seeks out new and diversified opportunities in complementary financial services industries.

To market effectively to our prospective clientele, various strategies are utilized. The department partners with the Captive Insurance Division of the Department of Financial Regulation and the Vermont Captive Insurance Association whenever possible to maximize resources and effectiveness. Tactics include speaking events throughout the country through "Business Development Road Shows", speaking at conferences, media events, trade shows, electronic newsletters, web promotion, direct marketing, networking and various other means.

- One ACCD employee recruits new companies to domicile captive insurance business in Vermont and/or set up complementary financial service companies' offices here.
- A second financial services position has been approved for 2015 to help insure our program maintains its leadership position in the face of new competition across the U.S. and to help expand into new markets. The position is actively being recruited.
- Vermont competes in a global marketplace and ranks as the third largest captive insurance domicile in the world, after Bermuda and the Cayman Islands. Nearly 40 other US states have captive insurance legislation and are actively seeking captive insurance companies, some of which are zero premium tax states or charge significantly less in premium taxes than Vermont.
- 2014 represented a particularly challenging year with Vermont fighting new threats from unintended legislative language in the Dodd-Frank Act, nearly 40 states competing with Vermont and the prolonged soft market (insurance is inexpensive and readily available).
- Gross written premium is estimated to be \$29.8 billion in 2014, more than twice the Cayman Islands and making Vermont the largest in the world in terms of gross written premium volume.
- Vermont was recognized as "2014 US Domicile of the Year" by Captive Review Magazine.
- The captive insurance program budget comprises special funds.

Program measures include:

- The captive insurance industry generates approximately \$27 million in tax revenues and licensing fees to the state annually.
- In an economic impact report for tax year 2003, the captive insurance industry accounted for 1,429 full and part-time jobs, with an average salary for a full-time employee of \$52,179, a full 62% higher than the state average.
- These high paying jobs accounted for \$62.4 million in incremental income for Vermonters.

Year	New Captives	Total Captives	Premium Taxes	Licenses & Fees	Gross Written Premium
2016	25*	1079*	\$24,850,000*	\$2,430,000*	\$30,000,000,000*
2015	25*	1054*	\$24,700,000*	\$2,430,000*	\$30,000,000,000*
2014	16	1029	\$24,370,532*	\$2,120,000*	\$29,800,000,000*
2013	29	1013	\$24,844,875	\$2,634,360	\$27,573,365,791
2012	32	984	\$24,216,614	\$2,542,167	\$27,525,581,940
2011	41	952	\$23,987,405	\$2,487,605	\$26,666,634,251
2010	33	911	\$23,544,181	\$1,785,686	\$25,401,473,436

\*Projected figures for 2014, 2015 & 2016 (2014 data is not complete at time of printing)

### C. Vermont Employment Growth Incentive

The VEGI program continues to encourage the creation of good paying jobs and investment in Vermont that otherwise would not occur, generating new revenue to the state to support other programs. Applications are reviewed by the Vermont Economic Progress Council for consistency with nine program guidelines, including the quality of the jobs, and a rigorous cost-benefit analysis to calculate the level of new tax revenue a project will generate for the state. The Council also must determine that projects would not occur or would occur in a significantly different and less desirable manner if not for the incentives being authorized. Therefore, the projects generate new state tax revenues that would not have otherwise been realized. Those revenues pay the incentives and generate net new tax revenue for Vermont. There are no general funds being used in the payment of the incentives.

To earn the incentives, authorized companies must meet payroll, employment and capital investment performance requirements each year. Only when the Tax Department determines that the performance requirements are met and maintained, can the incentive be earned and paid out to the company in five annual installments.

In 2014, VEPC authorized incentives totaling \$4.7 million for eight companies; six of them long-time Vermont manufacturers, one new to Vermont providing well-paying work-at-home jobs, and one a start-up, providing meat processing services for Vermont farmers. Four of the projects started in 2014 and four will start in 2015. Four of the projects are in Chittenden County: Keurig Green Mountain, Blodgett, Flex-A-Seal, and Twincraft. The others are Vermont Packinghouse in Springfield, Cabot Hosiery/Darn Tough in Northfield, National Hanger in North Bennington, and Precyse Solutions is statewide. These projects will create 708 new full-time jobs between 2014 and 2019, generate \$15.3 million in new payroll, and the companies will invest \$136 million in Vermont. Even after the payment of the incentives, the State will realize \$2.4 million in net new revenue.

Application Summary	2007-2014
Total Applications Considered:	86
Total Active Projects:	37
Total Net Incentives Authorized:	\$32.5 million
Earn Period 2007-2018:	Avg. \$2.7 m/year
Payout Period 2008-2022:	Avg. \$2.1 m/year

Est. Projected Direct and Indirect Economic Activity	2007-2014
Total Full-time Job Creation (Direct and Indirect):	6,560
New Qualifying FT Jobs	2,994
New Non-Qualifying FT Jobs	472
New Indirect Jobs	3,094
Total Retained Full Time Jobs	4,934
Total Qualifying Full Time Payroll:	\$136.8 million
Weighted Average Wage (Full time jobs)	\$45,702
Average Total Compensation (Full Time jobs)	\$55,835
Average % of Health Care Premium Paid by Employer	75%
Total Qualifying Capital Investments	\$630.7 million
Approximate Value of Vermont Biz-to-Biz Interaction	\$178 million/Year
<b>Total Net Revenue Return to Vermont:</b>	<b>\$24.5 million</b>
Total Net New Revenue/Qualifying Job	\$8,183 / job*

Economic Activity 2007-2012	Projected	Actual
New Qualifying Jobs	1,829	3,038
New Qualifying Payroll	\$86.8 million	\$187 million
New Capital Investments	\$333.3 million	\$495.4 million
Net Incentive Installments Paid:	\$6.7 million	\$6.4 million
<b>Net Revenue Return to Vermont</b>	\$9.0 million	\$25.9 million
Net New Revenue/New Qualifying Job	\$4,920	8,525*

\* Note: These figures do not represent a cost per job. They show the net new tax revenue generated to Vermont per new qualifying job created.

#### **D. International Trade: EB-5 Regional Center and Vermont Global Trade Partnership**

The International Trade effort has been expanded to include both export assistance to Vermont businesses through the Vermont Global Trade Partnership (see below) and foreign direct investment into Vermont. This includes the administration of the Vermont Regional Center, which is our EB-5 foreign investment program. In previous years, Director Brent Raymond and his assistant, Becky Fu, provided direct technical assistance to Vermont businesses in both areas. Their participation has been critical to the growth of both the EB-5 program, recruitment of foreign companies and opening of new markets for Vermont businesses. In 2014, as both programs grew in complexity, Becky Fu was moved off EB-5 and promoted to Manager of Foreign Trade.

##### EB-5 Regional Center

As of December 30, 2014, over \$440,000,000 has been invested in projects via the Vermont EB-5 Regional Center, with a 100% success rate for over six hundred fifty (650) I-526 petitions and two hundred eighty (280) I-829 approvals. Seven different new enterprise projects have received I-829 approvals (approvals for citizenship by investors in EB-5 projects.)

In October, 2014 we were one of seventeen Regional Centers (out of approximately 600 currently approved nationwide) to receive IIUSA's I-829 Approval Club Award for the number of approvals obtained in federal fiscal year 2014.

Projects include Quechee Village, Sugarbush Resort, Country Home Products, Seldon Technologies, Mount Snow, Stowe Aviation, Trapp Family Lodge and several Jay Peak projects. A conservative number of 1800 direct, indirect and induced jobs are being supported via EB-5.

In 2014 alone, two new projects (Stowe Aviation and Mount Snow) were approved for \$20 million and \$34 million respectively. A third, Timber Creek at Okemo, was approved in early 2015 for \$34 million. In one year, this puts our EB-5 project one third of the way toward the CEDS goal of bringing in \$300 million in new foreign direct investment by 2020.

For 2015, the Regional Center is taking significant steps to strengthen its programs. To assist in oversight and compliance, the Department of Economic Development and the Department of Financial Regulation drafted a Memorandum of Understanding whereby DFR will provide compliance oversight, allowing the Regional Center Director to focus on marketing and servicing projects. In addition, after reviewing the increasingly competitive landscape of Regional Centers across the country (which now number more than 600), the Regional Center will be increasing its fees to help provide the funds necessary to sufficiently oversee and market projects.

## Vermont Global Trade Partnership

VGTP is Vermont's center for international business assistance. Formed in 2004, VGTP provides technical assistance and trade counseling, import and export leads, workshops, coordinated trade missions and trade shows, and many other useful services to help Vermont companies seeking to succeed in international markets. Common topics covered include NAFTA, Import and Customs regulations, International Traffic in Arms Regulations (ITAR), the Export Administration Regulations, international banking, international commercial terms (INCOTERMS), and international education. The Director of International Trade works with partners in US Customs, Dept. of Commerce, the Small Business Administration, VEDA-EXIM bank, the Vermont Chamber, the VT Small Business Development Center network, the VT Training Program, the Procurement Technical Assistance Center and others in serving Vermont's international trade needs.

In 2014, VGTP was among the top 8 of 24 states to receive a federal State Trade and Export Promotion (STEP III) grant. The \$163,000 grant will allow VGTP to continue some of the work that the expired \$350,000 Senator Leahy International Trade grant provided, prior to its expiration in 2013. This will include business export training and participation in international trade shows such as MEDICA –the world's largest medical trade show -- in Germany, Aero Montreal and Arab Health. In addition to losing the Senator Leahy grant, VGTP also lost the Small Business Administration State Export Program funding. The program allowed Vermont companies to attend aerospace trade shows in Europe; ACCD and VAAFM to partner to offer specialty food manufacturers a chance to attend export food tradeshow; and the Tourism department to also offer tradeshow attendance and marketing in Ontario, Toronto, and Montreal.

Finally, as VGTP representatives traveled with companies to MEDICA, the aerospace trade shows, and specialty food shows we also cross-sold by marketing Vermont to foreign companies – Foreign Direct Investment (FDI).

Highlights include:

- Assisted 30+ Vermont companies on technical assistance matters including NAFTA, ITAR, EAR, INCOTERMS, International Banking and US Customs issues.
- In addition, over 50 Vermont companies were provided counseling via 100 sessions to assist with wide ranging international trade topics.
- Conducted 20+ on-site meetings with Vermont companies, provided intensive assistance regarding international trade resources, background research regarding potential partners, international credit reports, how to start export, how to identify harmonized code as well as setting up overseas offices.
- Applied and received \$163,404 STEP funding, opening opportunities for Vermont small businesses to attend trade missions, individual export trade shows, and utilize US Commercial Service, etc.
- Financially and logistically assisted four eligible small businesses to attend MEDICA 2014; resulting in a projected \$ 56,000 in export sales over the next 12 months.
- Welcomed delegation visits from Taiwan Economy and Culture Exchange Boston office, Mexico Trade Office, Turkey Boston Consulate, Israel Consulate and South Korean Boston Consulate. Visited the China Consulate New York Office and Hong Kong Economic Development Office.
- Issued monthly newsletters to 625 subscribers, offering topics from local international trade news to educational workshops and webinar calendars.

## **E. Procurement Technical Assistance Center (PTAC)**

The six full-time counselors with the Procurement Technical Assistance Center work closely with businesses around the state to help them navigate the often-complicated processes of applying for contracts from federal, state and municipal government organizations.

For the second year in a row the Vermont Procurement Technical Assistance Center had a stellar year, garnering more than \$103 million in 519 government contracts that went to 107 Vermont businesses. This represents a 25% increase in dollar volume over FY 14 and a 300% increase over FY 13. It is the first year since 2007 that PTAC has broken \$100 million in contracts. Contracts typically range from large contracts for defense to, recently, \$46,000 for a small



Morrisville retailer to provide sporting equipment to the Coast Guard. Vermont's PTAC is currently working with 719 active businesses and in 2014 met with 66 new clients and had 119 follow-up meetings.

Of special note, Vermont PTAC held a Vermont Matchmaker in March 2014. We had two companies that have received awards because of this effort. SB Signs was awarded one subcontract for \$40,000 and one state contract for \$95,000. The second company was targeted because a PTAC counselor noticed the Vermont National Guard had requested catering companies. She reached out to the companies in her area that could fulfill their needs and came up with local farm to table caterer, SugarSnap. She worked with them to create a capability statement targeted toward government contracting and they were awarded a \$43,203 dollar contract.

In May of 2015, Vermont PTAC will be hosting a New England-wide matchmaker event in Manchester.

For FY 16, PTAC is looking at the following changes:

*1) Create New PTAC Position to Replace Contractor*

At present, PTAC has been spending close to \$95,000 to hire a part-time outside contractor hired by the Small Business Development Center, to cover the northeastern region of the state. By replacing this outside contractor with a new full-time staff position to service the Northeast Kingdom, PTAC will save approximately \$5,000 to the General Fund (counting benefits, worker's comp, etc.) and, combined with Federal match, more than \$10,000 total. We will need to recruit a position from the pool to accomplish this savings.

*2) Procurement Technical Assistance Center's Maintenance of Vermont Connect Bid Board*

The State of Vermont's Business Assistance Network / Bid Board ([www.vermontbusinessregistry.com](http://www.vermontbusinessregistry.com)), run by DED's PTAC, is used by many Agencies and Departments within the state to announce contracting opportunities and specifically by PTAC to inform their clients of specific bid opportunities. Despite the success of this program and the fact that PTAC has helped double the number of contracts awarded to Vermont businesses in the past fiscal year, PTAC was notified earlier this summer that the bid board was no longer eligible for Federal funding and match, since the federal grant agencies felt they should not be paying for the State of Vermont bid system. BGS is in the process of building out a new bid system that will be utilized by the state to meet the requirements of Bulletin 3.5; however, that system is not expected to go online for another three to five years. In the meantime, PTAC will need to maintain the current system to alert businesses of state, municipal and federal contracting opportunities. Without this bid board, the costs to advertise every bid would be significant and fewer businesses would know about potential opportunities. The costs come in two areas: Ongoing maintenance of the computer system (estimated upward pressure of \$31,500) and loss of in-kind match for PTAC (\$36,661). Total cost amounts to \$68,161.

## **F. Office of the Creative Economy**

Since its inception in 2012, the Office of the Creative Economy has been instrumental in networking businesses across many sectors (including the arts, digital and tech businesses, film and media, gaming and more) and in supporting a variety of events ranging from Tech Jam and the Woodstock Digital Media Festival to Maker Faire to ITV Fest and the White River Indie Film Festival.

The Office has been staffed by one director who, working within the Department of Economic Development, works in frequent collaboration with related offices. From time to time the Agency seeks to expand its capacity by hiring interns and working with outside collaborators including Vermont Public Television, the Vermont Technology Alliance, Google, and the many state-wide and regional events supported through the office.

The Office has benefited from the oversight of an Advisory Board, which is composed of 14 members, including three youth members, who are also founding members of the OCE Youth Advisory Board.

The Office has been funded with an annual working budget of \$30,000 (est.), 58 percent of which is put to work as sponsorships for events throughout the state that advance the goals of the Office around networking, technical assistance, and promotion.

A 12-month summary of activity:

- Total number of events sponsored: 26 (Average of 2 events per month; October was the peak month with 8 events)
- Total sponsorship expenditure: \$17,406<sup>1</sup>
- Average sponsorship cost: \$670 (range: \$150-10,000)<sup>2</sup>
- Geographic distribution: one state-wide event and the rest across 13 towns including Greater Brattleboro (1), Bellows Falls (1), Burlington (8), Dover (1), Manchester (1), Marlboro (1), Montpelier (2), Rutland (1), Shelburne (1), Stowe (1), White River (2), Waitsfield/Warren (1), Woodstock (1),

Events included: TechJam, TEDx Manchester Village, Burlington RubyCon, LaunchVT, VTIFF, HackVT, Creative Convergence, VEC Expo, StoryHackVT, Champlain MakerFaire, Stowe Story Labs, Woodstock Digital Media Festival, and ITVFest, Peak Pitch, Pitch Kitchen, Pitch Vermont Life, State of the Tech Union, Code Across Vermont, Creative Convergence

In October, 2014 the OCE Director left to pursue a position managing the Generator space in Burlington leaving the position vacant. In response to budget pressure the Department will not fill the OCE position, creating a savings. It will fill the gap in three ways:

- 1) The Department has retained a small budget to continue some of the more critical sponsorships that the OCE had put in place for events that will promote job and business growth.'
- 2) The Department will work with partners such as the Arts Council, the reformed Vermont Film Commission, the Vermont Center for Emerging Technologies and the Vermont Tech Alliance to continue to network businesses in these sectors.
- 3) In an effort to meet budget, the OCE Director exempt position will be reclassified at a lower salary level, with a non-exempt status for an Economic Development Specialist. This position will support the VTP, the emerging digital economy and serve in other areas as needed.
- 4) The Commissioner and other DED staff will focus on networking and addressing the needs of emerging digital economy businesses.

### **G. Vermont Training Program (VTP)**

Workforce training has been named one of the four most critical areas for the state to address in Vermont 2020, the statewide Comprehensive Economic Development Strategy. The Vermont Training Program partners with employers and training providers to train Vermont's employees for the jobs of tomorrow. VTP provides performance-based workforce grants for: pre-employment training, training for new hires and incumbent workers. Training can either be on-site or through a training provider/vendor. Grants may cover up to 50% of the training cost.

<sup>1</sup> LaunchVT received \$10,000 in sponsorship funding at Secretary Miller's direction

<sup>2</sup> Without LaunchVT the average sponsorship level is \$635

The VTP has been assisting with the training of Vermont's employees for over 30 years. In FY14, the VTP served over 2,000 Vermonters. Data collected from the Vermont Department of Labor shows that these employees had a median quarterly wage increase of 11.2% after training was completed. In FY13 those served by the VTP saw a median quarterly wage increase of 10.6% post training while the statewide average wage only increased by 0.1%

As of August 2014 the VTP has taken its long-standing record of success and moved the program to the next level. Going forward the VTP will leverage its \$1.3M grant budget to serve Vermonters in a broader spectrum of industry sectors and has improved its processes to remain flexible and increase collaboration. The VTP has been operating with one full-time director and a temporary part-time assistant. For FY16, VTP will remain level-funded. We will create a full-time position of Economic Development Specialist who will assist the Training Program, the Vermont Global Trade Partnership and take on some of the work done by the Office of the Creative Economy. We will do so by downgrading the exempt position of Director, Office of the Creative Economy to this non-exempt position. As noted above, this will create a net savings.

FISCAL YEAR 2016 BUDGET										
DEPARTMENT PROGRAM PROFILE										
DEPARTMENT:	ECONOMIC DEVELOPMENT									
	Name and brief narrative description of program (not to exceed 2 sentences for each)	GF \$\$	TF \$\$	Spec F (incl tobacco) \$\$	Fed F \$\$	ARRA \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions	Amounts granted out
<b>ECONOMIC ADMINISTRATION</b>										
FY 2014 expenditures	Provides management and oversight for the Economic Dev. Department and all its programs.	153,572						153,572	2	
FY 2015 estimated expenditures	This include budgets, personnel, performance management and operations of the department and programs.	227,920						227,920	2	
FY 2016 budget request		250,630		8,000				258,630	2	
<b>BUSINESS SUPPORT</b>										
FY 2014 expenditures	Assists new or expanding companies operating in Vermont through locating facilities, financing, entrepreneurship, and permit assistance by direct client interaction and partnership with the Regional Development Corporations. Develops focused marketing packages to reach specific industries/businesses in a geographic region. Administers the grant programs including Regional Development Corporations.	1,892,432			28,568			1,921,000	2	532,405
FY 2015 estimated expenditures		2,101,711						2,101,711	2	570,535
FY 2016 budget request		2,079,840						2,079,840	3	504,080
<b>FINANCIAL SERVICES</b>										
FY 2014 expenditures	Promotes and strengthens Vermont's top position as a U.S. captive domicile. Seeks out new and diversified opportunities within financial services.			505,350				505,350	1	40,000
FY 2015 estimated expenditures				630,350				630,350	2	50,000
FY 2016 budget request				630,350				630,350	2	20,000
<b>PROCUREMENT TECHNICAL ASSISTANCE CENTER</b>										
FY 2014 expenditures	Responsible for contract bid opportunities from federal, state and local governments, and private sector organizations for VT businesses. Maintains an electronic bulletin board to promote VT business networking and to provide informational resources.	289,936			393,460			683,396	6	100,178
FY 2015 estimated expenditures		293,009			425,000			718,009	6	94,800
FY 2016 budget request		315,279			424,230			739,509	6	
<b>CREATIVE ECONOMY</b>										
FY 2014 expenditures	Works to strengthen Vermont's economy by developing and expanding intellectual and artistic output to foster job growth, enrich our quality of life and help position Vermont for the economy of the future.	124,969						124,969	1	
FY 2015 estimated expenditures		77,558		500				78,058	1	500
FY 2016 budget request		12,000						12,000	0	
<b>INTERNATIONAL TRADE</b>										
FY 2014 expenditures	Provides technical support and training to businesses, interfaces with various international trade components of federal government, and supports international trade missions. Administers Vermont's EB5 Regional Center to attract foreign investment to approved projects.	297,764		13,493	162,185			473,442	2	190,832
FY 2015 estimated expenditures		271,633		39,500	236,000			547,133	2	15,000
FY 2016 budget request		265,979		231,300	314,008			811,287	2	90,000
<b>VT ECONOMIC PROGRESS COUNCIL</b>										
FY 2014 expenditures	VEPC is an independent division that is administered by a nine-member board and 24 regional representatives designated by the RDCs and the Regional Planning Commissions. VEPC administers the Economic Advancement Tax Incentive program, which offers tax incentives for companies seeking to locate or expand in Vermont, and the VT Employment Growth Incentive program.	219,445		2,112				221,558	2	
FY 2015 estimated expenditures		220,049		60,000				280,049	2	
FY 2016 budget request		211,255		60,000				271,255	2	

FISCAL YEAR 2016 BUDGET										
DEPARTMENT PROGRAM PROFILE										
DEPARTMENT:	ECONOMIC DEVELOPMENT									
	Name and brief narrative description of program (not to exceed 2 sentences for each)	GF \$\$	TF \$\$	Spec F (incl tobacco) \$\$	Fed F \$\$	ARRA \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions	Amounts granted out
<b>VERMONT TRAINING PROGRAM</b>	The VTP promotes business expansion and relocation to Vermont by working with employers and training providers to upgrade the skills of the Vermont workforce. Provides skills training for new positions and upgrades the skills of incumbent workers.									
FY 2014 expenditures		1,467,095						1,467,095	1	1,365,393
FY 2015 estimated expenditures		1,412,033						1,412,033	1	1,307,741
FY 2016 budget request		1,428,651						1,428,651	1	1,307,741
	<b>Total Department</b>									
	<b>FY 2014 expenditures</b>	<b>4,445,214</b>	<b>0</b>	<b>520,955</b>	<b>584,213</b>	<b>0</b>	<b>0</b>	<b>5,550,381</b>	<b>17</b>	<b>2,228,809</b>
	<b>FY 2015 estimated expenditures</b>	<b>4,603,913</b>	<b>0</b>	<b>730,350</b>	<b>661,000</b>	<b>0</b>	<b>0</b>	<b>5,995,263</b>	<b>18</b>	<b>2,038,576</b>
	<b>FY 2016 budget request</b>	<b>4,563,634</b>	<b>0</b>	<b>929,650</b>	<b>738,238</b>	<b>0</b>	<b>0</b>	<b>6,231,522</b>	<b>18</b>	<b>1,921,821</b>

# Department of Housing & Community Development

Noelle MacKay, Commissioner

Jennifer Hollar, Deputy Commissioner

Housing & Community Development	\$ 9,273,409
Comm. Dev. Block Grants	\$6,174,938
Downtown Transp. and Capital Improvement Fund	\$423,966
FY 2016 Governor's Recommend	\$15,872,313

# Fiscal Year 2016 Budget Changes by Dept. - Housing and Community Development By Fund

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	Total \$\$
<b>Approp #1 Housing and Community Development: FY 15 Approp</b>	<b>2,374,468</b>	<b>4,975,188</b>	<b>2,256,223</b>	<b>265,000</b>	<b>9,870,879</b>
FY15 August Rescission	(35,200)	(19,062)			(54,262)
Internal Service Reductions	(88)				(88)
<b>Approp #1, FY 2015 Approp Amended</b>	<b>2,339,180</b>	<b>4,956,126</b>	<b>2,256,223</b>	<b>265,000</b>	<b>9,816,529</b>
Salary/Benefits Net Increase -HCD	203,381				203,381
DII, VISION, HR and Insurance net decrease	(6,521)				(6,521)
Archeology database spending authority adjustment		(5,000)			(5,000)
Historic Sites admissions and gift shop fees increase		52,008			52,008
CDBG workshops spending authority reduction		(1,925)			(1,925)
Mobile Home Park lot fee increase		19,473			19,473
Assistance for Buyouts -VT Housing Conservation Board spending authority adjustment		(500,000)			(500,000)
Archeology Center box and artifact fees increase		10,050			10,050
EDA/VT Economic Resiliency Initiative spending authority adjustment			(389,168)		(389,168)
HUD -CDBG -Disaster Recovery I Program Admin			171,653		171,653
HUD HOME Program spending authority adjustment			24,956		24,956
HUD -CDBG -Disaster Recovery II Program Administration			(18,524)		(18,524)
National Park Service (NPS) -Funding for Historic Preservation Grants in Aid Increase			19,415		19,415
ANR -Electric Car Program grants -pass-thru to municipalities Comm Planning & Revitalization Program reduction for completed projects				(119,285)	(119,285)
AOT -Chimney Point restoration reduction for completed projects				(17,000)	(17,000)
AOT -Archeology month increase				6,000	6,000
ANR -Low Impact Development (LID)				7,367	7,367
<b>Total Additions/(Reductions) FY 2016 to reach Gov Recommend</b>	<b>196,860</b>	<b>(425,394)</b>	<b>(191,668)</b>	<b>(122,918)</b>	<b>(543,120)</b>
<b>Approp #1 FY 16 Governor's Recommend</b>	<b>2,536,040</b>	<b>4,530,732</b>	<b>2,064,555</b>	<b>142,082</b>	<b>9,273,409</b>

# Fiscal Year 2016 Budget Changes by Dept. - Housing and Community Development By Fund (continued)

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	Total \$\$
<b>Approp #2 Historic Sites Special Improvements: FY 2015 Approp</b>	0	13,000	0	0	13,000
Appropriation not needed		(13,000)			(13,000)
<b>Total Additions/(Reductions) FY 2016 to reach Gov Recommend</b>	0	(13,000)	0	0	(13,000)
<b>Approp #2 FY 2016 Governor Recommend</b>	0	0	0	0	0
<b>Approp #3 Community Development Block Grants: FY 2015 Approp</b>			14,974,489		14,974,489
HUD -CDBG-DR II-Disaster Recovery Assist Grant Spending Auth Decrease for completed work			(9,000,000)		(9,000,000)
HUD CDBG program income spending authority increase			200,449		200,449
					0
<b>Total Additions/(Reductions) FY 2016 to reach Gov Recommend</b>	0	0	(8,799,551)	0	(8,799,551)
<b>Approp #3 FY 2016 Governor Recommend</b>	0	0	6,174,938	0	6,174,938
<b>Approp #4 Downtown Transp and Capital Impr Fund: FY 2015 Approp</b>	0	383,966	0	0	383,966
FY15 August Rescission		(11,849)			(11,849)
<b>Approp #1, FY 2015 Approp Amended</b>	0	372,117	0	0	372,117
DT Transportation and Capital Improvement Fund increase		51,849			51,849
<b>Total Additions/(Reductions) FY 2016 to reach Gov Recommend</b>	0	51,849	0	0	51,849
<b>Approp #4 FY 2016 Governor Recommend</b>	0	423,966	0	0	423,966
<b>Housing and Community Development FY 2016 Governor Recommend</b>	2,536,040	4,954,698	8,239,493	142,082	15,872,313



## Budget Rollup

Organization: 07110 - Dept of Housing and Community Development

### Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages	2,372,322	2,486,038	2,486,038	2,673,332	187,294	7.5%
Fringe Benefits	970,435	1,110,553	1,110,553	1,263,067	152,514	13.7%
Contracted and 3rd Party Service	2,806,389	3,195,107	3,164,746	3,083,667	(111,440)	-3.5%
PerDiem and Other Personal Services	5,706	10,000	10,000	7,600	(2,400)	-24.0%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>6,154,852</b>	<b>6,801,698</b>	<b>6,771,337</b>	<b>7,027,666</b>	<b>225,968</b>	<b>3.3%</b>

### Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Equipment	9,407	3,000	3,000	20,033	17,033	567.8%
IT/Telecom Services and Equipment	130,948	112,143	112,143	133,701	21,558	19.2%
Travel	68,880	106,285	106,285	114,819	8,534	8.0%
Supplies	93,512	94,932	94,932	100,358	5,426	5.7%
Other Purchased Services	132,602	199,465	199,465	122,477	(76,988)	-38.6%
Other Operating Expenses	130,347	104,726	104,726	141,279	36,553	34.9%
Rental Other	12,631	10,900	10,900	15,583	4,683	43.0%
Rental Property	26,785	83,293	83,293	85,682	2,389	2.9%
Property and Maintenance	139,586	144,838	144,838	158,639	13,801	9.5%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>744,699</b>	<b>859,582</b>	<b>859,582</b>	<b>892,571</b>	<b>32,989</b>	<b>3.8%</b>

**Budget Object Group: 3. GRANTS**

<b>Budget Object Rollup Name</b>	<b>FY2014 Actuals</b>	<b>FY2015 Original As Passed Budget</b>	<b>FY2015 Governor's BAA Recommended Budget</b>	<b>FY2016 Governor's Recommended Budget</b>	<b>Difference Between FY2016 Governor's Recommend and FY2015 As Passed</b>	<b>Percent Change FY2016 Governor's Recommend and FY2015 As Passed</b>
Grants Rollup	15,682,591	17,594,054	17,593,004	7,952,076	(9,641,978)	-54.8%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>15,682,591</b>	<b>17,594,054</b>	<b>17,593,004</b>	<b>7,952,076</b>	<b>(9,641,978)</b>	<b>-54.8%</b>

<b>Total Expenses</b>	<b>22,582,142</b>	<b>25,255,334</b>	<b>25,223,923</b>	<b>15,872,313</b>	<b>(9,383,021)</b>	<b>-37.2%</b>
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<b>Fund Name</b>	<b>FY2014 Actuals</b>	<b>FY2015 Original As Passed Budget</b>	<b>FY2015 Governor's BAA Recommended Budget</b>	<b>FY2016 Governor's Recommended Budget</b>	<b>Difference Between FY2016 Governor's Recommend and FY2015 As Passed</b>	<b>Percent Change FY2016 Governor's Recommend and FY2015 As Passed</b>
General Funds	2,213,653	2,374,468	2,343,057	2,536,040	161,572	6.8%
Special Fund	5,160,947	5,385,154	5,385,154	4,954,698	(430,456)	-8.0%
Federal Funds	15,165,848	17,230,712	17,230,712	8,239,493	(8,991,219)	-52.2%
IDT Funds	41,694	265,000	265,000	142,082	(122,918)	-46.4%
<b>Funds Total</b>	<b>22,582,142</b>	<b>25,255,334</b>	<b>25,223,923</b>	<b>15,872,313</b>	<b>(9,383,021)</b>	<b>-37.2%</b>

Position Count				41		
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## Budget Detail

Organization: 07110 - Housing and Community Development

### Budget Object Group: 1. PERSONAL SERVICES

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages		FY2014 Actuals					
Description	Code						
Classified Employees	500000	2,370,613	2,001,126	2,001,126	2,160,488	159,362	8.0%
Exempt	500010	0	307,132	307,132	322,067	14,935	4.9%
Temporary Employees	500040	0	189,780	189,780	204,345	14,565	7.7%
Overtime	500060	1,710	0	0	0	0	0.0%
Vacancy Turnover Savings	508000	0	(12,000)	(12,000)	(13,568)	(1,568)	13.1%
<b>Total: Salaries and Wages</b>		<b>2,372,322</b>	<b>2,486,038</b>	<b>2,486,038</b>	<b>2,673,332</b>	<b>187,294</b>	<b>7.5%</b>

### Fringe Benefits

Description	Code						
FICA - Classified Employees	501000	176,423	153,090	153,090	165,272	12,182	8.0%
FICA - Exempt	501010	0	23,495	23,495	24,637	1,142	4.9%
FICA - Temporaries	501040	0	0	0	0	0	0.0%
Health Ins - Classified Empl	501500	355,088	422,904	422,904	545,210	122,306	28.9%
Health Ins - Exempt	501510	0	36,748	36,748	44,102	7,354	20.0%
Retirement - Classified Empl	502000	362,645	342,394	342,394	369,661	27,267	8.0%
Retirement - Exempt	502010	0	35,614	35,614	43,048	7,434	20.9%
Dental - Classified Employees	502500	23,889	23,661	23,661	36,779	13,118	55.4%
Dental - Exempt	502510	0	2,704	2,704	3,976	1,272	47.0%
Life Ins - Classified Empl	503000	7,357	8,288	8,288	6,729	(1,559)	-18.8%
Life Ins - Exempt	503010	0	1,271	1,271	272	(999)	-78.6%
LTD - Classified Employees	503500	1,095	683	683	853	170	24.9%
LTD - Exempt	503510	0	581	581	738	157	27.0%
EAP - Classified Empl	504000	1,224	1,190	1,190	1,105	(85)	-7.1%
EAP - Exempt	504010	0	136	136	120	(16)	-11.8%
Workers Comp - Ins Premium	505200	21,807	22,921	22,921	8,438	(14,483)	-63.2%
Unemployment Compensation	505500	20,160	34,552	34,552	11,280	(23,272)	-67.4%
Catamount Health Assessment	505700	747	321	321	847	526	163.9%
<b>Total: Fringe Benefits</b>		<b>970,435</b>	<b>1,110,553</b>	<b>1,110,553</b>	<b>1,263,067</b>	<b>152,514</b>	<b>13.7%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Contracted and 3rd Party Service		FY2014 Actuals					
Description	Code						
Contr&3Rd Pty - Info Tech	507550	0	40,589	10,228	0	(40,589)	-100.0%
Contract-Web Dev. & Maint.	507551	0	15,000	15,000	0	(15,000)	-100.0%
Contr-Compsoftware-Sysdevelop	507553	34,025	47,550	47,550	59,000	11,450	24.1%
Creative/Development-Web	507562	0	0	0	0	0	0.0%
Advertising/Marketing-Other	507563	12,822	0	0	0	0	0.0%
Other Contr and 3Rd Pty Serv	507600	2,759,532	3,091,968	3,091,968	3,024,667	(67,301)	-2.2%
Interpreters	507615	0	0	0	0	0	0.0%
Recording & Other Fees	507620	10	0	0	0	0	0.0%
Temporary Employment Agencies	507630	0	0	0	0	0	0.0%
Total: Contracted and 3rd Party Service		2,806,389	3,195,107	3,164,746	3,083,667	(111,440)	-3.5%

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
PerDiem and Other Personal Services		FY2014 Actuals					
Description	Code						
Per Diem	506000	5,650	10,000	10,000	7,600	(2,400)	-24.0%
Other Pers Serv	506200	0	0	0	0	0	0.0%
Service of Papers	506240	56	0	0	0	0	0.0%
Total: PerDiem and Other Personal Services		5,706	10,000	10,000	7,600	(2,400)	-24.0%
Total: 1. PERSONAL SERVICES		6,154,852	6,801,698	6,771,337	7,027,666	225,968	3.3%

**Budget Object Group: 2. OPERATING**

		FY2015 Governor's		BAA FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original	As Passed	Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
		Budget	Budget	Budget	Budget	Recommend and	Recommend and
						FY2015 As Passed	FY2015 As Passed
Equipment		FY2014 Actuals					
Description	Code						
Other Equipment	522400	5,973	0	0	17,533	17,533	0.0%
Office Equipment	522410	0	1,500	1,500	0	(1,500)	-100.0%
Furniture & Fixtures	522700	3,433	1,500	1,500	2,500	1,000	66.7%
<b>Total: Equipment</b>		<b>9,407</b>	<b>3,000</b>	<b>3,000</b>	<b>20,033</b>	<b>17,033</b>	<b>567.8%</b>

IT/Telecom Services and Equipment							
Description	Code						
Telecom-Mobile Wireless Data	516623	3,536	3,420	3,420	5,610	2,190	64.0%
Tele-Internet-Dsl-Cable Modem	516626	1,777	1,896	1,896	2,000	104	5.5%
Telecom-Data Telecom Services	516651	225	230	230	233	3	1.3%
Telecom-Telephone Services	516652	8,851	9,150	9,150	8,119	(1,031)	-11.3%
Telecom-Long Distance Service	516655	543	350	350	2,000	1,650	471.4%
Telecom-Toll Free Phone Serv	516657	0	50	50	0	(50)	-100.0%
Telecom-Conf Calling Services	516658	11,450	1,250	1,250	1,300	50	4.0%
Telecom-Wireless Phone Service	516659	2,960	3,470	3,470	4,926	1,456	42.0%
It Intersvccost- Dii Other	516670	123	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	2,493	2,285	2,285	2,471	186	8.1%
It Intsvccost- Dii - Telephone	516672	14,618	9,743	9,743	13,557	3,814	39.1%
It Inter Svc Cost User Support	516678	7,988	10,336	10,336	17,488	7,152	69.2%
It Int Svc Dii Allocated Fee	516685	27,189	43,581	43,581	42,398	(1,183)	-2.7%
Hw - Other Info Tech	522200	9,537	1,900	1,900	2,360	460	24.2%
Hardware - Desktop & Laptop Pc	522216	23,865	12,425	12,425	14,500	2,075	16.7%
Hardware-Telephone User Equip	522219	380	600	600	1,250	650	108.3%
Software - Other	522220	1,318	392	392	3,183	2,791	712.0%
Software - Office Technology	522221	4,383	600	600	750	150	25.0%
Sw-Database&Management Sys	522222	7,144	6,800	6,800	6,800	0	0.0%
Software-Gis	522223	1,743	2,665	2,665	2,356	(309)	-11.6%
Sw-Firewall Filter & Security	522227	70	0	0	0	0	0.0%
Hw-Personal Mobile Devices	522258	757	1,000	1,000	2,400	1,400	140.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>130,948</b>	<b>112,143</b>	<b>112,143</b>	<b>133,701</b>	<b>21,558</b>	<b>19.2%</b>

			FY2015 Governor's FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Other Operating Expenses		FY2014 Actuals					
Description	Code						
Other Operating Expense	523199	0	0	0	0	0	0.0%
Single Audit Allocation	523620	10,216	14,400	14,400	14,400	0	0.0%
Registration & Identification	523640	260	280	280	260	(20)	-7.1%
Taxes	523660	8,412	8,374	8,374	8,619	245	2.9%
Cost of Stock Items Sold	525290	111,459	81,672	81,672	118,000	36,328	44.5%
Transfer in-intrafnd-nonbudget	701506	0	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>130,347</b>	<b>104,726</b>	<b>104,726</b>	<b>141,279</b>	<b>36,553</b>	<b>34.9%</b>

#### Other Purchased Services

Description	Code						
Insurance Other Than Empl Bene	516000	22,569	26,624	26,624	25,901	(723)	-2.7%
Insurance - General Liability	516010	20,659	20,235	20,235	5,603	(14,632)	-72.3%
Dues	516500	19,031	19,419	19,419	16,406	(3,013)	-15.5%
Licenses	516550	0	485	485	0	(485)	-100.0%
Advertising-Print	516813	10,499	6,400	6,400	6,875	475	7.4%
Advertising-Web	516814	0	3,000	3,000	150	(2,850)	-95.0%
Advertising-Other	516815	17,240	25,500	25,500	30,740	5,240	20.5%
Advertising - Job Vacancies	516820	9,471	0	0	1,500	1,500	0.0%
Client Meetings	516855	0	500	500	500	0	0.0%
Giveaways	516871	0	50	50	0	(50)	-100.0%
Printing and Binding	517000	555	1,550	1,550	2,455	905	58.4%
Printing & Binding-Bgs Copy Ct	517005	699	3,000	3,000	1,128	(1,872)	-62.4%
Printing-Promotional	517010	1,875	3,009	3,009	4,700	1,691	56.2%
Photocopying	517020	4	3,275	3,275	3,300	25	0.8%
Registration For Meetings&Conf	517100	8,755	6,335	6,335	10,759	4,424	69.8%
Training - Info Tech	517110	287	500	500	500	0	0.0%
Postage	517200	988	1,210	1,210	1,280	70	5.8%
Postage - Bgs Postal Svcs Only	517205	3,266	6,076	6,076	5,275	(801)	-13.2%
Freight & Express Mail	517300	342	1,200	1,200	905	(295)	-24.6%
Instate Conf, Meetings, Etc	517400	90	0	0	0	0	0.0%
Outside Conf, Meetings, Etc	517500	119	0	0	0	0	0.0%
Other Purchased Services	519000	15,972	71,097	71,097	4,500	(66,597)	-93.7%
Moving State Agencies	519040	180	0	0	0	0	0.0%
<b>Total: Other Purchased Services</b>		<b>132,602</b>	<b>199,465</b>	<b>199,465</b>	<b>122,477</b>	<b>(76,988)</b>	<b>-38.6%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Property and Maintenance		FY2014 Actuals					
Description	Code						
Water/Sewer	510000	11,839	13,500	13,500	12,875	(625)	-4.6%
Rubbish Removal	510210	4,522	4,070	4,070	4,975	905	22.2%
Snow Removal	510300	37,807	35,500	35,500	39,465	3,965	11.2%
Custodial	510400	8,546	7,250	7,250	10,138	2,888	39.8%
Lawn Maintenance	510520	42,255	47,940	47,940	45,450	(2,490)	-5.2%
Repair & Maint - Buildings	512000	3,686	275	275	2,325	2,050	745.5%
Plumbing & Heating Systems	512010	9,718	8,173	8,173	17,400	9,227	112.9%
Rep&Maint-Info Tech Hardware	513000	0	750	750	0	(750)	-100.0%
Repair & Maint - Office Tech	513010	1,783	1,547	1,547	4,956	3,409	220.4%
Other Repair & Maint Serv	513200	19,380	25,683	25,683	21,055	(4,628)	-18.0%
Repair&Maint-Property/Grounds	513210	50	150	150	0	(150)	-100.0%
<b>Total: Property and Maintenance</b>		<b>139,586</b>	<b>144,838</b>	<b>144,838</b>	<b>158,639</b>	<b>13,801</b>	<b>9.5%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Rental Other		FY2014 Actuals					
Description	Code						
Rental - Auto	514550	480	0	0	0	0	0.0%
Rental - Other	515000	12,151	10,900	10,900	15,583	4,683	43.0%
<b>Total: Rental Other</b>		<b>12,631</b>	<b>10,900</b>	<b>10,900</b>	<b>15,583</b>	<b>4,683</b>	<b>43.0%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Rental Property		FY2014 Actuals					
Description	Code						
Rent Land & Bldgs-Office Space	514000	20,518	76,306	76,306	79,385	3,079	4.0%
Rent Land&Bldgs-Non-Office	514010	6,267	6,987	6,987	6,297	(690)	-9.9%
<b>Total: Rental Property</b>		<b>26,785</b>	<b>83,293</b>	<b>83,293</b>	<b>85,682</b>	<b>2,389</b>	<b>2.9%</b>

		FY2015 Governor's			Difference Between		Percent Change
		FY2015 Original	BAA	FY2016 Governor's	FY2016 Governor's	FY2016 Governor's	FY2016 Governor's
		As Passed	Recommended	Recommended	Recommend and	Recommend and	Recommend and
Supplies	FY2014 Actuals	Budget	Budget	Budget	FY2015 As Passed	FY2015 As Passed	FY2015 As Passed
Description	Code						
Office Supplies	520000	9,191	7,471	7,471	8,181	710	9.5%
Stationary & Envelopes	520015	40	0	0	0	0	0.0%
Vehicle & Equip Supplies&Fuel	520100	447	0	0	2,530	2,530	0.0%
Gasoline	520110	2,736	2,937	2,937	1,870	(1,067)	-36.3%
Diesel	520120	539	888	888	0	(888)	-100.0%
Building Maintenance Supplies	520200	1,322	725	725	1,400	675	93.1%
Plumbing, Heating & Vent	520210	1,651	1,427	1,427	2,450	1,023	71.7%
Heating & Ventilation	520211	1,159	1,428	1,428	2,450	1,022	71.6%
Small Tools	520220	199	0	0	700	700	0.0%
Electrical Supplies	520230	0	400	400	500	100	25.0%
Other General Supplies	520500	6,130	4,258	4,258	5,349	1,091	25.6%
It & Data Processing Supplies	520510	2,702	3,250	3,250	2,700	(550)	-16.9%
Cloth & Clothing	520520	181	352	352	0	(352)	-100.0%
Agric, Hort, Wildlife	520580	1,331	338	338	1,203	865	255.9%
Fire, Protection & Safety	520590	1,282	445	445	1,610	1,165	261.8%
Food	520700	61	0	0	300	300	0.0%
Electricity	521100	33,012	33,668	33,668	34,725	1,057	3.1%
Heating Oil #2	521220	19,530	21,299	21,299	15,000	(6,299)	-29.6%
Propane Gas	521320	7,770	10,000	10,000	13,650	3,650	36.5%
Books&Periodicals-Library/Educ	521500	256	700	700	700	0	0.0%
Subscriptions	521510	790	1,950	1,950	1,100	(850)	-43.6%
Subscriptions Other Info Serv	521515	0	0	0	0	0	0.0%
Road Supplies and Materials	521600	50	0	0	100	100	0.0%
Household, Facility&Lab Suppl	521800	3,086	3,396	3,396	2,840	(556)	-16.4%
Paper Products	521820	45	0	0	1,000	1,000	0.0%
<b>Total: Supplies</b>		<b>93,512</b>	<b>94,932</b>	<b>94,932</b>	<b>100,358</b>	<b>5,426</b>	<b>5.7%</b>



		FY2015 Original		FY2015 Governor's	FY2016 Governor's	Difference Between	Percent Change
		As Passed		BAA Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
		Budget		Budget	Budget	Recommend and	Recommend and
		FY2014 Actuals				FY2015 As Passed	FY2015 As Passed
Travel							
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	18,600	25,425	25,425	22,657	(2,768)	-10.9%
Travel-Inst-Other Transp-Emp	518010	13,477	17,100	17,100	20,050	2,950	17.3%
Travel-Inst-Meals-Emp	518020	1,812	2,970	2,970	2,873	(97)	-3.3%
Travel-Inst-Lodging-Emp	518030	689	1,450	1,450	650	(800)	-55.2%
Travel-Inst-Incidentals-Emp	518040	217	730	730	716	(14)	-1.9%
Travel-Inst-Auto Mileage-Nonemp	518300	6,802	9,235	9,235	11,185	1,950	21.1%
Travel-Inst-Other Trans-Nonemp	518310	0	4,900	4,900	0	(4,900)	-100.0%
Travel-Inst-Meals-Nonemp	518320	3,607	5,550	5,550	5,050	(500)	-9.0%
Travel-Inst-Lodging-Nonemp	518330	0	600	600	300	(300)	-50.0%
Travel-Inst-Incidentals-Nonemp	518340	0	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	563	1,600	1,600	795	(805)	-50.3%
Travel-Outst-Other Trans-Emp	518510	8,455	17,700	17,700	18,450	750	4.2%
Travel-Outst-Meals-Emp	518520	1,772	5,150	5,150	5,125	(25)	-0.5%
Travel-Outst-Lodging-Emp	518530	11,893	12,800	12,800	18,745	5,945	46.4%
Travel-Outst-Incidentals-Emp	518540	993	1,075	1,075	2,073	998	92.8%
Travel-Outst-Other Trans-Nonemp	518710	0	0	0	6,150	6,150	0.0%
Travel-Outst-Meals-Nonemp	518720	0	0	0	0	0	0.0%
Travel-Outst-Lodging-Nonemp	518730	0	0	0	0	0	0.0%
<b>Total: Travel</b>		<b>68,880</b>	<b>106,285</b>	<b>106,285</b>	<b>114,819</b>	<b>8,534</b>	<b>8.0%</b>
<b>Total: 2. OPERATING</b>		<b>744,699</b>	<b>859,582</b>	<b>859,582</b>	<b>892,571</b>	<b>32,989</b>	<b>3.8%</b>

**Budget Object Group: 3. GRANTS**

Grants Rollup		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Description	Code						
Grants To Municipalities	550000	9,370,800	7,016,554	7,016,554	7,113,056	96,502	1.4%
Grants	550220	5,493,273	10,000,000	10,000,000	500,000	(9,500,000)	-95.0%
Other Grants	550500	818,519	577,500	576,450	339,020	(238,480)	-41.3%
<b>Total: Grants Rollup</b>		<b>15,682,591</b>	<b>17,594,054</b>	<b>17,593,004</b>	<b>7,952,076</b>	<b>(9,641,978)</b>	<b>-54.8%</b>
<b>Total: 3. GRANTS</b>		<b>15,682,591</b>	<b>17,594,054</b>	<b>17,593,004</b>	<b>7,952,076</b>	<b>(9,641,978)</b>	<b>-54.8%</b>
<b>Total Expenses:</b>		<b>22,582,142</b>	<b>25,255,334</b>	<b>25,223,923</b>	<b>15,872,313</b>	<b>(9,383,021)</b>	<b>-37.2%</b>

Fund Name	Fund Code	FY2014 Actuals	FY2015 Governor's		FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
			FY2015 Original As Passed Budget	BAA Recommended Budget			
General Fund	10000	2,213,653	2,374,468	2,343,057	2,536,040	161,572	6.8%
Misc Fines & Penalties	21054	140	35,000	35,000	30,000	(5,000)	-14.3%
Historic Sites Special Fund	21325	464,672	455,200	455,200	494,208	39,008	8.6%
Municipal & Regional Planning	21330	3,153,187	3,400,961	3,400,961	3,381,899	(19,062)	-0.6%
Inter-Unit Transfers Fund	21500	41,694	265,000	265,000	142,082	(122,918)	-46.4%
Conference Fees & Donations	21525	804	29,500	29,500	14,575	(14,925)	-50.6%
Downtown Trans & Capital Impro	21575	410,785	383,966	383,966	423,966	40,000	10.4%
ACCD-HP-Donation Program	21794	0	0	0	0	0	0.0%
ACCD-Mobile Home Park Laws	21819	58,125	58,527	58,527	78,000	19,473	33.3%
ACCD-Miscellaneous Receipts	21820	1,070,113	1,000,000	1,000,000	500,000	(500,000)	-50.0%
ACCD-HS-Donation Program	21821	0	0	0	0	0	0.0%
Archeology Operations	21918	3,121	22,000	22,000	32,050	10,050	45.7%
Federal Revenue Fund	22005	15,165,848	17,230,712	17,230,712	8,239,493	(8,991,219)	-52.2%
Funds Total:		22,582,142	25,255,334	25,223,923	15,872,313	(9,383,021)	-37.2%
Position Count					41		

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FY16 Budget Request**

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**Department of Housing and Community Development (DHCD)**  
**Fiscal Year 2016 Budget**  
**Strategic Overview and Program Performance Narrative**

***STRATEGIC OVERVIEW***

**1. Mission**

The mission of the Department of Housing and Community Development (DHCD) is to improve the lives of Vermonters and further the sustainable development of Vermont communities.

We accomplish this through a variety of economic, housing and community development programs with the goals of:

- promoting and supporting the production and preservation of housing that is affordable to all Vermonters;
- advancing vibrant communities through preservation of Vermont's historic downtowns and village centers and enhancement of Vermont's working landscape
- supporting sound land use decision making at both the local and regional level;
- helping cities and towns meet their community development goals while benefitting low and moderate-income residents;
- preserving Vermont's built and archeological heritage; and
- identifying and protecting the state's historic resources and promoting our state-owned historic sites.

**2. Population Served**

We serve all of Vermont as the DHCD touches on key elements important to residents – employment, business development, housing options, vibrant communities, public facilities and services, accessibility, and quality of place. We serve, support and work with many partners to implement our mission including Vermont businesses, municipalities, regional planning commissions, community development organizations, low and moderate-income Vermonters, mobile home residents and park owners, nonprofit housing organizations, downtown revitalization organizations, and post-secondary institutions of higher learning.

### 3. Outcomes and Measures

As DHCD moves toward the goal of presenting its budget in a results-based format within the new budget system, staff continue to review and refine measures and outcomes to ensure programs are delivering desired results and are in line with the agency's goals. Outcomes and measures currently in place are included in the program descriptions that follow.

In addition to the results produced by ongoing programs, DHCD continues to provide leadership and staff support to help Vermonters, their businesses and communities be better prepared for and able to recover from natural disasters. One outcome of this work is the completion of a pilot project in the Mad River Valley related to flood hazard planning with support from an Environmental Protection Agency (EPA) Smart Growth Technical Assistance Grant. The resulting [Flood Resilience Checklist](#) is being promoted by EPA throughout the country and supported DHCD's work with local and regional organizations. Also this year, DHCD is well underway on the implementation of a federal Economic Development Administration (EDA) Grant to make vulnerable businesses and the infrastructure that supports them stronger in future disasters. This project, the [Vermont Economic Resilience Initiative \(VERI\)](#) is a collaborative partnership with the Agencies of Natural Resources and Transportation and the Regional Planning Commissions to determine where risk intersects with economic activity and its associated infrastructure. DHCD is working in five pilot communities to partner to develop a road map of next steps to protect businesses from future risk. DHCD remains focused on the administration of a significant disaster recovery grant awarded by the Department of Housing and Urban Development (HUD) through the Community Development Block Grant Program (CDBG). Outcomes range from reopening of businesses to the completion of buyouts of destroyed homes and rebuilding of municipal offices out of harm's way. Finally, DHCD is participating in a number of policy initiatives designed to make the state stronger and more resilient. A more complete account of department's Irene-related activities can be found on the "[Plan Today for Tomorrow's Flood](#)" section of our website.

#### ***PROGRAM PERFORMANCE INFORMATION***

In order to provide greater information on the work of DHCD, we have provided detail on our programs, their goals, current measures and outcomes. For ease of reporting, the report has been broken into housing and community development, and historic preservation. For each program narrative, we attempt to answer the questions – How much did we do? How well did we do it? Is anyone better off? The programs we note are in alignment with the Departmental Program Profile document also provided.

#### ***Housing and Community Development***

DHCD's housing and community development programs further the agency's mission by supporting sustainable development in Vermont communities through state housing policy and programs; awards of federal Community Development Block Grants (CDBG) to municipalities; enhancing, promoting and preserving Vermont's historic resources; development of state land use policy and support for local and regional planning and delivery of programs to preserve the health of Vermont's centers.

## **Housing**

Decent and affordable housing is a basic need of all Vermonters and it is a cornerstone of a viable economy and healthy communities. DHCD's role is to coordinate and oversee the implementation of the state's housing policy, facilitate collaboration among state housing agencies, serve as a resource to housing providers, and promote and support the production and preservation of housing that is affordable to all. The Department accomplishes this through its programs, staff activities and leadership of the Vermont Housing Council. Highlights of this year include leading a study of Vermont's Renter Rebate Program through the Vermont Housing Council, initiating a landlord education effort, and overseeing a statewide housing needs assessment. The assessment was supported by all the state's housing agencies and conducted by a national research firm. The result is the most comprehensive needs assessment completed since 2004 and will serve to inform housing policy, programs and priorities for years to come.

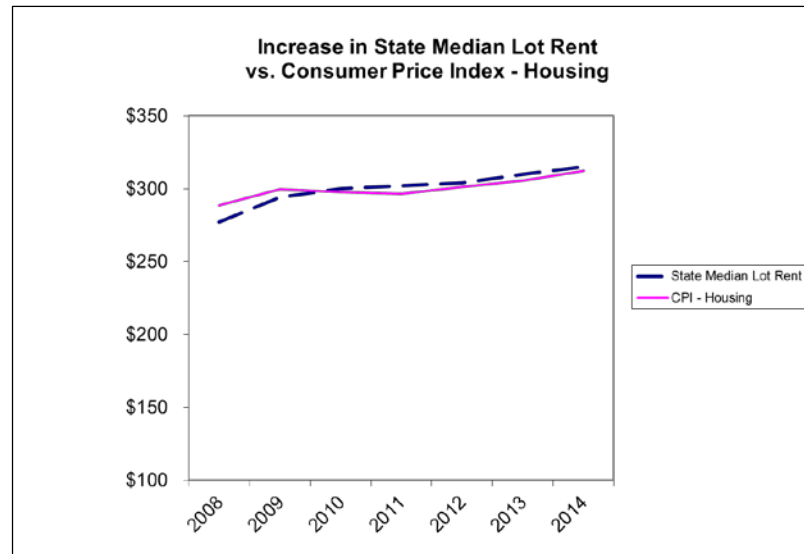
**Mobile Home Park Program:** The goal of this program is to ensure mobile home park residents understand their rights which include protection from unjustified rent increases and loss of their homes as a result of the sale or closure of a park. DHCD meets this goal by administering the state's mobile home park laws. Staff complete an annual park registry, monitor rent increases and facilitate lot rent mediation, administer the First Stop grant, and oversee park sale and closure notifications. We also work with our fellow state agencies including the Departments of Health and Environmental Conservation to support residents and owners of troubled parks.

DHCD also oversees the Champlain Housing Trust's Manufactured Housing Down Payment Assistance Loan Program and CVOEO Mobile Home Program Cooperative Mobile Home Park Technical Assistance grant. To date, Champlain Housing Trust has made 35 loans that allowed owners to replace old, inefficient units and mobile homes destroyed by flooding in 2011. The Mobile Home Program coordinated an all-day training and networking event attended by residents of 7 cooperatives in April 2014; is developing a cooperative technical assistance manual; and assisted with four park conversions to cooperative ownership to date with more in the pipeline.

To determine if people are better off, we track those who access their rights, monitor median rent increases and compile the park closures resulting in mobile homes having to be moved. Together these measures ensure residents continue to have safe, affordable housing.

In 2014, 16 parks were noticed for sale and residents in all were offered a meeting to explain their rights. Informational meetings were held at eight parks after residents accepted the offer. Residents of the other parks were provided with information by phone as requested. The importance of the protections offered to residents of parks being sold were highlighted this year when Farrington's Mobile Home Park in Burlington was put on the market. Residents of this park of very affordable homes in the heart of Burlington feared it would be purchased by someone with larger development plans. Rather, as allowed under the state's mobile home park statutes, they are currently negotiating with the owner to buy the park and hope to create a resident-owned cooperative. There were no park closure notices issued in 2014.

Another key measure is the difference between median lot rent increases and increases in the consumer price index (CPI). As shown in the graph below, rent increases over the last seven years have closely tracked increases in CPI.



In 2008, Vermont’s mobile home park statutes were amended to require an owner to offer a park for sale before closing it in order to sell the land. Since that time, only one very small park (two lots) has been closed and the land sold for another use. Thirty-seven other parks were sold to new owners including four to nonprofit housing organizations and four to resident-owned cooperatives. Careful administration of these rules is ensuring parks remain open and more affordable.

**HUD Consolidated Planning:** The purpose of the HUD Consolidated Plan is to secure citizen input and develop strategies and actions in order to apply for federal funds for housing and community development from the U.S. Department of Housing and Urban Development (HUD). These funds help to provide decent housing, assure a suitable living environment, and expand economic opportunities for Vermont’s citizens. The Plan also ensures that these federal funds are used in a way that is consistent with state priorities and strategies. This plan is developed every five years and updated annually through an Action Plan. Staff is committed to meeting all HUD processes, timelines and requests for information deadlines without fail to ensure that HUD approves the Consolidated Plan and the state receives approximately \$10 million in federal funding through the CDBG, HOME, and Emergency Solutions Grants programs. DHCD is now developing the next five year plan (2015 to 2020). An extensive public outreach effort is underway and includes seven community input meetings throughout the state, a web-based survey to capture the needs and priorities of Vermont communities and two public hearings. The



plan will be guided by this public input and an advisory board, with additional public comment available on the Draft Consolidated Plan before submission to HUD by May 31, 2015. The development and submittal of the Plan will follow a new HUD-web-based format and will reflect data from the recently completed Housing Needs Assessment and other demographic information.

**Charitable Housing Investment Tax Credit:** DHCD administers, in collaboration with the Tax Department, the charitable housing investment credit. The credit encourages private investment in affordable housing in Vermont by allowing investors to receive a tax credit on their state income taxes if they invest their funds with affordable housing organizations approved by DHCD as “housing charities” at below market rates. The housing charities reinvest the funds into affordable housing projects. Because the tax credit is based on interest rates and capped at three percent of the investment this credit is extremely cost effective. Measures include the amount of investment leveraged, the amount spent on affordable housing projects and the cost to the state.

Because calendar year measures are not available until after housing charities submit their annual reports at the end of January, the most recent information available at the time of this writing is from 2013. Performance varies somewhat from year to year as interest rates change and because outcomes depend upon individual investors’ tax decisions. However, the credit is always based on no more than 3% of charitable investments and outstanding tax credit ‘certificates’ are capped at \$5 million. The tax credit consistently serves as a highly efficient way of leveraging private investment.

- Total amount of money invested with approved housing charities (rounded to nearest \$100): 2013: \$338,600; 2012: \$270,000; 2011: \$317,200.
- Amount disbursed by housing charities on affordable housing projects (rounded to nearest \$100): 2013: \$3,111,000; 2012: \$2,325,200; 2011: \$1,822,000.
- Cost to State in tax credits earned (est. to nearest \$1,000): 2013: \$25,000; 2012: \$23,000; 2011: \$18,000.

**Home Investment Partnerships Program (HOME):** The intent of the federal HOME Program is to strengthen public-private partnerships and expand the supply of decent, safe, sanitary, and affordable housing, with primary attention to rental housing for very low-income and low-income families. The State received \$3 million in HOME funds in 2014. While retaining compliance and reporting responsibilities, DHCD sub grants the funds to the Vermont Housing and Conservation Board (VHCB) which administers the program. VHCB will use \$2,550,000 to fund projects creating new or rehabilitate existing affordable rental housing units throughout Vermont and the balance will be used to administer the program and ensure all federal requirements are met. Of note this year is Vermont’s participation in a pilot project with HUD to consolidate property inspections where there are multiple federal sources involved in a project that all require separate inspections. This is part of an ongoing effort to streamline program requirements.

The HOME program has been subject to drastic budget cuts and funding has declined by more than 25% over the last several years. VHCB is able to fund fewer projects, meaning fewer Vermont households have access to apartments they can afford. The accompanying decrease

in administrative funding for the program places pressure on DHCD and VHCB's budgets, particularly given the program's increasingly strict monitoring and reporting requirements. Nonetheless, the program continues to be successful. As illustrated in the accomplishments below, the HOME program preserves or creates energy efficient homes for the lowest income families in Vermont, ensuring new and existing units are available and energy costs are reduced.

Accomplishments during this past program year (ending June 30, 2014):

- 9 community housing development organizations (CHDOs) serve the entire State;
- 42 multi-family units were preserved or created housing for;
  - 27 households at <30% area median income (AMI);
  - 13 households >30%/<50% AMI;
  - 2 households >50%/<80% AMI; and
  - 27 units met Energy Star Rating.

Projected Accomplishments for FFY2015:

- 9 CHDOs will continue to serve the entire State;
- 35 multi-family units to be preserved or created housing:
  - 15 households at <30% area median income (AMI);
  - 17 households >30%/<50% AMI ;
  - 3 households >50%/<80% AMI; and
  - 32 units will meet Energy Star Rating.

**Neighborhood Stabilization Program (NSP1 and NSP3):** NSP funds were provided by the Federal Government to address the housing foreclosure crisis through acquisition and redevelopment of foreclosed, blighted and abandoned properties. These properties are brought back into use and made available to low and moderate income households. These are not ongoing programs. In 2009, the State received \$19.6 million in federal Neighborhood Stabilization funds (NSP1) and an additional \$5 million in 2011 (NSP3) to be used to buy and resell foreclosed single-family homes, multi-family foreclosed buildings to preserve affordable housing units, and to acquire and refurbish vacant and abandoned buildings to create additional affordable housing units in targeted communities based on need. Oversight of this program by DHCD will continue in FY2016.

Measures include the number of units acquired, sold and made permanently affordable as well as the number of households with new homes as shown below:

### ***NSP1***

- Acquisition of 53 single family homes of which 50 units have been sold with permanent affordability covenants to households with an average of 76% of area median income;
- 54 units of multi-family housing have been preserved; and 34 new units have been completed and leased.
- The re-sale of the completed homes has generated Program Income in excess of \$6M which has afforded the additional acquisition of homes and energy efficiency retrofits that ensure long-term sustainable affordability for the new homeowners.
- *The economic benefits of the work on the construction of the homes include the employment of more than 834 contractors and professional service providers totaling more than 1251 workers.* Additionally, the resale of the homes has generated \$9,305,252 back into the economy.
- Loan repayments from the Canal House, one of the most significant projects funded by NSP, began on July 1, 2013. This loan generates \$9,925 in program income per month and enhances the amount of CDBG funds available for grants to communities. To date, DHCD has collected and reused \$178,592.
- Accomplishments projected for FFY2015 include the acquisition of 2 additional single family homes once the 3 homes in inventory are sold.
- The State will be working to closeout the NSP1 grant as mandated by HUD starting in March 2015.

### ***NSP3***

- Acquisition of 21 homes of which 17 homes have been resold, and there are 4 homes in various stages of completion to be marketed and resold
- Accomplishments projected for FFY2015 include the sale of the four homes in inventory with permanent affordability covenants.
- *The economic benefits of the work on the construction of the homes include the employment of over 266 contractors and professional service providers totaling 399 workers.* Additionally, the resale of the homes has generated \$3,337,221 back into the economy.

**Vermont Community Development Program:** Vermont receives an annual allocation of Community Development Block Grant (CDBG) funds from HUD which DHCD administers through the Vermont Community Development Program. The goal of the program is to assist communities with a wide range of community, economic and housing needs through grants and loans. It is primarily intended to benefit low and moderate individuals. A VCDP staff person is assigned to each of three regions of the state and provides technical assistance to municipalities, businesses, nonprofit organizations and housing developers. Like most federal housing and community development programs, CDBG has seen cuts and has been reduced from a high of \$9 million in 2010. Funding levels, however, have been relatively stable in recent years, ranging from \$6 to \$7 million. Last year, VCDP received \$6.6 million and will receive just over \$6.5 million for this

program year with requests for funding routinely exceeding the amount available. An important feature of the program is that 97% of the VCDP allocation from HUD goes directly to projects each year.

A nine-member board, appointed by the Governor and staffed by DHCD makes funding recommendations to the Agency Secretary. Approved applicants receive grant awards for vital community development projects in the categories of affordable housing, economic development, public services and public facilities. VCDP funding priorities are established in the HUD Consolidated Plan for Vermont. The top priorities are affordable housing and economic development.

HUD requires the program to report data to demonstrate the outcomes for each funded project. Some of the measures for housing include total number of rental units created and rehabilitated; total number of owner occupied units created and rehabilitated; number of affordable units created; number of units made Section 504 accessible; and number of units occupied by elderly. For economic development, measures include total number of jobs created and retained; number of low and moderate jobs created; and many others indicators. Measures for public service projects and public facility projects include number of persons with new or improved access to services; number of persons with service that is no longer substandard and many other indicators.

In addition, VCDP also measures overall program performance by annually compiling program level information. A small sample of the results for the last four federal fiscal years is below.

	FFY 2011	FFY 2012	FFY 2013	FFY 2014	Projected FFY2015
Communities/projects receiving technical assistance:	78	98	87	83	85
Projects/grants funded:	31	27	21	19	20
Funding awarded:	\$8	\$6.7M	\$6.3M	\$6.6M	\$6.5 M
Funding leveraged:	\$106M	\$55M	\$48M	\$68M	\$45 M
Housing units created or preserved:	339	282	218	353	185
Jobs created or retained:	50	9	11	0	10
Persons benefiting from increased access or services:	3,492	6,388	2,749	6,776	2,500
Communities receiving urgent need or blight assistance:	0	0	1	0	1
Communities receiving grant assistance for planning:	6	3	5	4	5

As the result of a special federal appropriation in CDBG Disaster Recovery funding for states with declared disaster areas, the VCDP applied for and received an additional allocation of \$21.7 million in federal FY2012 and \$17.9 million in federal FY2013. VCDP has been able to obligate over \$36 million of the CDBG Disaster Recovery funding to projects assisting a broad range of recovery activities including; housing recovery, property “buyouts,” community infrastructure repair and planning and direct business assistance through grants, loans and financial counseling. During the next fiscal year, full obligation of the remaining \$4 million is expected. HUD

requirements target 80% of these funds to Washington, Windsor and Windham Counties and at least 50% of CDBG-DR must directly benefit low and moderate income persons. A brief summary of accomplishments to-date which have been critical to helping Vermonters recover and build back stronger, and more resilient are outlined below:

- 160 Business Assistance Grants, including the reopening of a new grocery store in Johnson and a childcare center in Waterbury, to business impacted by flooding, helping damaged businesses stay in business, saving and creating hundreds of jobs.
- Re-location and rebuilding of 4 Municipal Office buildings severely damaged by flooding and the rehabilitation of the Brandon Town Office.
- Infrastructure projects including rehabilitation and installation of sewer, water and drainage systems; replacement of damaged culverts; repair of damaged bridge; and floodproofing or relocating roads.
- Assisting in the “buy-out” of 136 homes & businesses destroyed by flooding, establishing 17 recreation areas & parks, and supporting the rehabilitation of 27 homes damaged by flooding.
- Replaced 55 units of senior affordable housing, developed 27 new affordable housing replacement units and stabilized two homes from hillside erosion.
- Provided planning funds to four communities to relocate critical police, fire and emergency services out of the floodplain; eleven communities to identify flood damaged culverts; and the Mad and Winooski Rivers for flood studies.

**Grants Management Program:** The Grants Management Division assists municipalities, developers, attorneys, consultants and program staff in complying with the federal regulations related to programs administered by the Department and other agencies and organizations. Staff conduct onsite monitoring, provide technical assistance and audit the performance of grantees and developers to ensure compliance and provide agency-wide grants management oversight. It serves as the main point of contact with HUD and oversees reporting for over \$120 million in programs including the Community Development Block Grant program (CDBG), Community Development Block Grant Disaster Recovery Programs (CDBG-DR1) and (CDBG-DR2), Neighborhood Stabilization Programs (NSP1 and NSP3), the HOME Investment Partnerships Program (HOME), HUD Special Purpose Grants, and Historic Preservation Grants. Compliance areas comprise Environmental Review, eligible activities, Financial Management, Single Audit, Fair Housing, Contracts, Procurement, Davis-Bacon Labor Standards, timeliness of expenditures and meeting the National Objective (beneficiaries) for each program. Federal reporting and compliance has increased to a level not previously experienced by the Department and its grantees. This has created additional work and responsibility for the Division. Most significant have been increased standards for environmental reviews under the National Environmental Policy Act. These are currently being conducted by a limited service Environmental Officer funded by CDBG-DR. It is now clear this will be an ongoing responsibility. HUD is requiring it and the assistance provided by the officer is essential to municipalities’ ability to access the regular CDBG program. Our FY16 budget proposal includes making this position permanent with the cost to be covered by federal CDBG and CDBG-DR funds

This past year the Grants Management Division was consumed working with and responding to a series of audits. These included the HUD Office of Inspector General auditing our Disaster Recovery Program, the HUD Disaster Team monitoring the Disaster Recovery Program; the HUD Regional Office monitoring the regular CDBG Program and the HOME Program; and KPMG for the State Single Audit, auditing all the our federal programs from NSP to Disaster Recovery. All found the funds were used appropriately and as intended. The issue of staffing capacity to meet the requirements and be fully compliant has been the common denominator through all the audits and monitoring reports. To address this concern, we have received approval and support for two additional staff for Disaster Recovery as Limited Service positions, funded by the federal CDBG-DR grant.

### **Community Planning and Revitalization (CP+R)**

**Division for Community Planning and Revitalization (CP+R):** Vermont's distinctive sense of place is tied to its primary land use planning goal: to plan development so as to maintain the historic settlement pattern of compact village and urban centers separated by rural countryside. Through collaboration with an expanding list of partners, the CP+R Division works to provide communities with the tools and resources needed to further this goal.

**State Designation Programs:** CP+R is responsible for administering the State's voluntary designation programs (Downtowns, Village Centers, New Town Centers, Growth Centers and Neighborhood Development Areas) designed to support the compact centers goal of Vermont's land use goals. Communities work with staff to meet the program requirements and applications for designation are reviewed and final designation approval is granted by the Downtown Development Board. Upon designation, communities receive specialized training and technical assistance from the division as well as development incentives such as access to downtown tax credits and the downtown transportation fund; priority grant consideration; waived or lowered permit fees; and streamlined Act 250 requirements.

- **Downtowns** (24 total, 2 new designations expected in FY16). This program provides grants, tax credits and technical assistance to keep Vermont's historic, regional centers of commerce strong and vital. This designation focuses on revitalization of existing centers.
- **Village Centers** (118 total, 9 new designations added in FY15). Similar to the downtown program, this program provides training and tax credits to help Vermont's smaller centers thrive. This designation focuses on revitalization of existing centers.
- **New Town Centers** (2 total, no new designations added in FY15). This program is designed to help communities without traditional centers plan and develop them.
- **Growth Centers** (6 total, no designations added in FY15). Not all development fits in traditional centers and this program helps communities plan for orderly growth in areas of land that surround a designated downtown or new town center. Program data shows that the designation helps concentrate the majority of new development within the designated growth center, which helps reduce pressure to develop on Vermont's farms and forests.

- **Neighborhood Development Areas** (5 total, 2 designations expected in FY 16). This is a new program that provides regulatory benefits and reduced fees for new housing in areas within walking distance from the designated downtown, village or new town center. In FY15, the program shaved months off state permit timelines and reduced the cost to develop 3 housing projects in Burlington.

**Downtown and Village Tax Credits:** The state designation programs have spurred the new investments seen in our downtowns and villages and have worked to make our buildings fire safe and their upper floors accessible. In FY15, the tax credit program supported 31 projects in 20 different communities and leveraged nearly \$18 million worth of construction activity. Since FY07, the downtown and villages tax credits have supported over 150 projects and leveraged over \$180 million in outside investment. On average, every \$1 of downtown credit leverages \$17 in outside investment.

**Downtown Transportation Fund:** This year the Downtown Transportation Fund invested \$304,000 for transportation-related capital improvements to help make designated downtowns attractive, safe and accessible to cars, pedestrians, cyclists and transit users. In Middlebury, the program is supporting a longer-term project to replace two severely deteriorated railway overpass bridges with a railroad tunnel. The program helping Barre redevelop Enterprise Aly and create a pocket park in the downtown. Grants to Rutland, St. Albans and Vergennes supported hardscape improvements (lighting, cross walks, sidewalks, trees) to make their downtowns more accessible and inviting to the public. Since FY99, the fund has invested \$9,013,693 to support 96 projects leveraging over \$51M in funding for designated downtowns.

**Act 59 Implementation:** As required by Act 59 in 2013, the Division initiated a review of the state designation programs and gathered recommendations from our local, regional and state partners to improve our programs. Based on this feedback, internal procedures and application materials were updated to make the designation process clear and predictable. Statutory changes were also made to improve the programs and provide additional incentives including \$500,000 in new funding for downtown and village tax credits, an alternative Act 250 process for development in designated downtown and a higher Act 250 trigger for mixed-income housing projects.

***Partnerships in 2014 leverage nearly \$1 million in new funding and programs to support the State Designation Programs:***

- \$200,000 funding partnership with the Agency of Transportation to help Rutland and West Rutland, the Mad River Valley communities and the City of Vergennes to plan transportation investments that support community revitalization.
- \$86,000 funding partnership with Agency of Natural Resources to help Northfield and Bennington develop plans to clean up brownfield sites and provide more opportunities for business to locate, expand and invest.
- \$400,000 grant submitted with Agency of Natural Resources to the Environmental Protection Agency to continue to target brownfield funds to clean up sites in designated downtowns and villages.

- \$245,000 grant submitted with Agency of Natural Resources to the U.S. Forest Service Grant to plant trees and green infrastructure improvements along roads in downtowns and villages in the Lake Chaplain watershed
- Launched the Village Green Initiative with University of Vermont, Agency of Natural Resources and the Preservation Trust of Vermont to gather data that showcase the economic and cultural values of Vermont's village greens.
- Developed with the Regional Planning Commissions a methodology and maps that benchmark and measure progress toward our land use goal.

**Community Planning:** CP+R also provides technical assistance to local and regional officials integrating planning with community revitalization and economic development, working closely with the Regional Planning Commissions and other agencies within state government. This year CP+R received the Vermont Planning Association's Project of the Year Award for its flood recovery work. Program outcomes include:

- Provided onsite training and technical assistance to over 100 communities from South Hero to Guilford.
- Raised community awareness of Department's programs and initiatives as well as new training and grant opportunities with the *Strong Communities Quarterly* newsletter.
- With funding from CDBG-DR, finalized work in eight flood-affected communities providing recovery recommendations, including economic development strategies, downtown branding campaigns, streetscape and transportation improvements, and sketching out physical improvements and infill opportunities. To date the communities have received \$500,000 in CDBG-DR to implement their recovery and revitalization plans.
- Completed an EPA grant to assist Mad River Valley communities improve their development plans, regulations, and hazard mitigation plans and limit future flood damage. The grant developed a Vermont-based check list that EPA is using to help communities across the nation reduce the impact of future floods.
- Implementing the Vermont Economic Resiliency Initiative (VERI) in partnership with ANR, AOT and the RPCs to provide detailed analysis and recommendations to help businesses in Barre City and Town, Brandon, Brattleboro, Enosburg Town and Village and Woodstock quickly bounce back from future disasters.

**Municipal Planning Grants (MPG):** CP+R also administers the MPG program that provides local leaders the expertise and resources to implement important changes that build local economies and strengthen their communities. In FY15, \$475,798 was awarded to 44 communities. Grants ranged from \$3,800 to \$35,000 to help towns like Bethel update their zoning regulations, support the creative economy in Middletown Springs, help Wolcott respond to the loss of a prominent business and identify important natural resources in Plainfield. Around the state, the program is helping many small towns develop strategies to reduce damage from flooding and make the places where people gather – their downtowns and villages – stronger and more resilient. Since 1998, the MPG program has provided over \$10.6 million to 230 cities and towns.



## **Historic Preservation**

The Division for Historic Preservation (DHP) ensures the identification, preservation, rehabilitation, interpretation, and promotion of historic resources as vibrant components of Vermont's heritage. DHP encourages preservation projects through local and statewide partnerships, educational outreach, register listings, grant and tax credit programs, and State-owned historic sites. Historic resources shape Vermont's distinctive character and comprise key assets in all communities, including historic downtowns and village centers, historic agricultural and working landscapes, and important archeological sites spanning 12,000 years of our state history. DHP's activities, excluding the State-owned Historic Sites, are partially funded by an annual grant from the National Park Service.

Program outcomes in 2014 include the following:

- Twenty nominations to the National Register successfully processed, with more than 850 properties listed statewide since 1966. Since 2010, 19 districts have been listed as well as 37 buildings, sites, and structures.
- The Barn Grant program, begun in 1991, is the oldest state barn grant program in the country and cumulatively has provided \$2.7 million in grants to help repair and restore over 325 historic barns and agricultural outbuildings.
- Since the Historic Preservation Grant program began in 1986, it has provided over \$4.5 million in grants for the revitalization of significant community buildings such as town halls, museums, theaters, libraries, recreation centers and other municipal resources over 500 historic buildings.
- This past year, nine Certification of Completed Work (Part 3) under the federal rehabilitation investment tax credit program have been granted, certifying the completed rehabilitation work meets the Secretary of the Interior's Standards for Rehabilitation and is consistent with the historic character of the property. The \$4 million in tax incentives resulted in more than \$20 million of qualified rehabilitation investment through the employment of contractors and purchasing of materials.
- The Certified Local Government (CLG) program helps 14 communities save their irreplaceable historic character by supporting the active role of local preservation commissions. Supported by federal funding, CLG projects in 2014 included historic district nomination forms, architectural surveys and software applications, preservation education meetings, walking brochures, and exhibits.
- DHP reviewed and consulted on nearly 1,000 development projects receiving federal or state funds, permits, or licenses for their potential impacts to historic buildings and structures, historic districts, historic landscapes and settings, and known or potential archaeological resources, ensuring the protection and continued use of Vermont's historical assets, their integration into future planning and growth, job creation, and community development.

The Vermont Archaeology Heritage Center (AHC) in Barre serves as the central repository for the artifacts and archives of Vermont's past. It is a critically important venue open to teachers, students, researchers and the interested public to learn about Vermont's archeological history. Since opening in 2012, the center has accepted collections and documentation from over 750 Vermont archaeological sites, representing virtually all recognized time periods from 13,000 year-old Paleoindian sites to late-19<sup>th</sup>-century pottery works. Display cases with rotating exhibits contain fascinating information, interpretations, and artifacts from a selection of these significant sites, and a recently

installed series of timeline panels recount exciting facts about Vermont's past and its people. In FY14, a total of 240 visitors toured the AHC as part of formal tours and workshops or as interested visitors and researchers, representing an approximate 24% increase over FY13. For the third year in a row, the DHP coordinated Vermont Archaeology Month (VAM) with primary funding from the Vermont Agency of Transportation (VTrans) and assistance from the state's Chief Marketing Office. By many measures, VAM 2014 had its most successful year to-date. Over 2,500 people participated in 44 events, including lectures, demonstrations, hands-on workshops, and the 19th annual Atlatl Championship. These events were held in 24 separate towns and cities in ten counties in Vermont.

DHP annually measures various aspects of its program for the National Park Service (NPS), which provides funding for staff salaries, surveys, comprehensive preservation studies, National Register nominations, educational materials, tax incentive projects, federal reviews under Section 106, as well as architectural plans, historic structure reports, and engineering studies necessary for the preservation of historic properties. All these activities must meet the standards set by the Secretary of the Interior. A sampling of the measures used by the NPS to evaluate the successful implementation of Vermont's statutory responsibilities set forth in the National Historic Preservation Act for the identification of historic properties, comprehensive preservation planning, and consultation on the effects of federal projects are:

<b>FEDERAL ENVIRONMENTAL REVIEWS COMPLETED</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Properties meeting National Register criteria for which a written eligibility opinion is provided	70	64	107	428	181
Properties <u>not</u> meeting National Register criteria for which a written eligibility opinion is provided	21	29	136	53	84
Findings of "No Properties" and /or "No Effect" on which written opinions are provided	750	1122	2036	1420	1879
Other findings of "Effect" on which written opinions are provided	178	207	4440	488	144
Memoranda of agreement signed	5	6	0	8	27
Programmatic agreements signed	2	1	1	1	0

**State Historic Sites:** A critical program within DHP, the State Historic Sites connect visitors to the places where Vermont's history happened. There are thirteen sites comprised of 82 buildings open to the public, including the homes of Presidents Chester A. Arthur and Calvin Coolidge, two nationally recognized Revolutionary War sites, three architecturally significant buildings representing design and construction from the first half of the 19<sup>th</sup> century, and the iconic Bennington Battle Monument, the tallest structure in the state of Vermont. Revenues from admissions, gift shop sales, donations, and rentals provide approximately 42% of the sites' budget. The DHP also owns several bridges and the Forestdale iron blast furnace as well as being custodian of all underwater sites under Vermont waters, including

exceptional historic shipwrecks. Six of these are open to recreational divers as Vermont's Underwater Historic Preserve. More than 51,000 visitors toured the Vermont State Historic Sites during the 2014 season, which runs from April to October.

<b>State Fiscal Year</b>	<b>Attendance at State Historic Sites</b>	<b>Admissions Receipts</b>	<b>Gift Shop Receipts</b>
2015**	51,285	\$212,523***	\$169,698
2014	49,694	\$212,893	\$204,437
2013	64,474	\$190,387	\$207,109
2012*	60,408*	\$159,888	\$171,599
2011*	62,445*	\$178,054	\$207,504
2010	68,766	\$171,310	\$208,299

\* These figures exclude the Chimney Point State Historic Site since it was closed in calendar years 2010 and 2011 as a result of construction of the new Lake Champlain Bridge.

\*\* FY2015 numbers reflect ONLY July–November (summer and fall seasons).

\*\*\* Increase in admission prices.

FISCAL YEAR 2016 BUDGET										
DEPARTMENT PROGRAM PROFILE										
DEPARTMENT:	HOUSING AND COMMUNITY DEVELOPMENT									
	Name and brief narrative description of program (not to exceed 2 sentences for each)	GF \$\$	TF \$\$	Spec F (incl tobacco) \$\$	Fed F \$\$	ARRA \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions	Amounts granted out
ADMINISTRATION										
FY 2014 expenditures	Oversees the human, technical and financial resources of the Department. The Commissioner and Deputy Commissioner represent the Governor and Agency Secretary on a number of boards and commissions.	393,259			62,174			455,433	4	
FY 2015 estimated expenditures		425,212			100,274			525,486	4	
FY 2016 budget request		444,858			100,910			545,768	4	
COMMUNITY DEVELOPMENT										
FY 2014 expenditures	Administers and helps municipalities participate in the Vermont Community Development Program (federal Community Development Block Grant program) which funds over \$6 million of housing, economic development, public facility and public services projects. In FY2016, will continue to administer CDBG Disaster Recovery funding to help communities recover from Tropical Storm Irene.	204,594		1,070,164	437,239			1,711,997	6	1,070,112
FY 2015 estimated expenditures		193,535		1,003,000	412,736			1,609,271	6	1,000,000
FY 2016 budget request		318,456		501,700	363,128			1,183,284	6	500,000
COMMUNITY PLANNING & REVITALIZATION										
FY 2014 expenditures	Provides training, technical assistance and funding to municipalities in support of planning, downtown revitalization and Smart Growth. Administers \$2.4M in grants, tax credits and sales tax reallocations; designation programs, municipal planning grants and funding for the 11 regional planning commissions.	421,905		3,153,940	73,751		21,837	3,671,433	6	454,332
FY 2015 estimated expenditures		448,584		3,414,461	438,237		200,000	4,501,282	6	940,440
FY 2016 budget request		460,852		3,394,574	91,022		88,082	4,034,530	6	555,564
GRANTS MANAGEMENT										
FY 2014 expenditures	Assists grantees in compliance with requirements of federal programs administered by the Agency; CDBG, Disaster Recovery, Neighborhood Stabilization Programs, HOME, and Historic Preservation grants. Responsible for monitoring compliance and reporting to HUD and OMB for federal awards currently in excess of \$70 million.	122,194			308,583			430,777	5	
FY 2015 estimated expenditures		114,778			362,446			477,224	7	
FY 2016 budget request		177,696			540,316			718,012	7	
HISTORIC PRESERVATION										
FY 2014 expenditures	Assists people in interpreting, protecting and enhancing VT's architectural, historic and archeological resources by coordinating public and private preservation efforts and administering federal and state programs.	380,667		3,261	692,787		17,700	1,094,415	10	126,333
FY 2015 estimated expenditures		382,063		57,000	677,950		33,000	1,150,013	10	55,405
FY 2016 budget request		364,331		62,250	697,365		39,000	1,162,946	10	57,403
HOUSING										
FY 2014 expenditures	Coordinates state housing policy through Vermont Housing Council and HUD Consolidated Plan. Administers statutory requirements of the mobile home park program. Administers Charitable Housing Tax Credit and oversees HOME and NSP programs.	122,020		58,125	312,128			492,273	2	343,671
FY 2015 estimated expenditures		181,738		58,527	264,580			504,845	2	326,450
FY 2016 budget request		165,015		78,000	271,814			514,829	2	329,020

FISCAL YEAR 2016 BUDGET										
DEPARTMENT PROGRAM PROFILE										
DEPARTMENT:	HOUSING AND COMMUNITY DEVELOPMENT									
	Name and brief narrative description of program (not to exceed 2 sentences for each)	GF \$\$	TF \$\$	Spec F (incl tobacco) \$\$	Fed F \$\$	ARRA \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions	Amounts granted out
NEIGHBORHOOD STABILIZATION PROGRAM										
FY 2014 expenditures	Administers federal NSP funds for acquisition of foreclosed, blighted and abandoned properties which are redeveloped and made available to low and moderate income households.				607,356			607,356		607,356
FY 2015 estimated expenditures					0			0		0
FY 2016 budget request					0			0		0
HISTORIC SITES										
FY 2014 expenditures	Owns, maintains, interprets and operates 24 historic sites with 84 buildings, and 6 underwater preserves, to encourage the discovery and appreciation of the state's rich heritage. Ten sites are staffed and open to the public.	569,014		464,672			2,157	1,035,843	5	0
FY 2015 estimated expenditures		597,147		455,200			32,000	1,084,347	5	0
FY 2016 budget request		604,832		494,208			15,000	1,114,040	5	0
HISTORIC SITES -SPECIAL IMPROVEMENTS										
FY 2014 expenditures	Grant funds and donations for site specific and identified projects for improvement of the historic sites to encourage increased visitation and to enhance the visitor experience at, and appreciation for, the sites.			0				0		
FY 2015 estimated expenditures				13,000				13,000		
FY 2016 budget request				0				0		
COMMUNITY DEV BLOCK GRANT										
FY 2014 expenditures	Annual federal block grant fund from HUD which DHCD allocates to municipalities through its VCDP. Provides financial and technical assistance to address local needs and priorities in the areas of housing, economic development, and public facilities and services for persons of lower income.				8,017,413			8,017,413		8,017,413
FY 2015 estimated expenditures					5,974,489			5,974,489		5,974,489
FY 2016 budget request					6,174,938			6,174,938		6,174,938
COMMUNITY DEV BLOCK GRANT-DISASTER RECOVERY 1 AND 2										
FY 2014 expenditures	Federal disaster recovery funding for housing, economic revitalization and community infrastructure.				4,654,417			4,654,417		4,739,488
FY 2015 estimated expenditures					9,000,000			9,000,000		9,000,000
FY 2016 budget request					0			0		
DOWNTOWN TRANSP. & CAP. IMP. FUND										
FY 2014 expenditures	Matching grants to municipalities in designated downtowns for transportation-related infrastructure improvements that support economic development.			410,785				410,785	1	323,886
FY 2015 estimated expenditures				383,966				383,966	1	296,220
FY 2016 budget request				423,966				423,966	1	335,151
Total Department										
FY 2014 expenditures		2,213,653	0	5,160,947	15,165,848	0	41,694	22,582,142	39	15,682,591
FY 2015 estimated expenditures		2,343,057	0	5,385,154	17,230,712	0	265,000	25,223,923	41	17,593,004
FY 2016 budget request		2,536,040	0	4,954,698	8,239,493	0	142,082	15,872,313	41	7,952,076

## Budget Rollup

Organization: 7110010000 - Housing and Community Development

### Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages	2,310,889	2,426,718	2,426,718	2,620,022	193,304	8.0%
Fringe Benefits	944,969	1,082,127	1,082,127	1,227,562	145,435	13.4%
Contracted and 3rd Party Service	2,806,389	3,195,107	3,164,746	3,083,667	(111,440)	-3.5%
PerDiem and Other Personal Services	5,706	10,000	10,000	7,600	(2,400)	-24.0%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>6,067,953</b>	<b>6,713,952</b>	<b>6,683,591</b>	<b>6,938,851</b>	<b>224,899</b>	<b>3.3%</b>

### Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Equipment	9,407	3,000	3,000	20,033	17,033	567.8%
IT/Telecom Services and Equipment	130,950	112,143	112,143	133,701	21,558	19.2%
Travel	68,880	106,285	106,285	114,819	8,534	8.0%
Supplies	93,510	94,932	94,932	100,358	5,426	5.7%
Other Purchased Services	132,602	186,465	186,465	122,477	(63,988)	-29.4%
Other Operating Expenses	130,347	104,726	104,726	141,279	36,553	34.9%
Rental Other	12,631	10,900	10,900	15,583	4,683	43.0%
Rental Property	26,785	83,293	83,293	85,682	2,389	2.9%
Property and Maintenance	139,586	144,838	144,838	158,639	13,801	9.5%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>744,699</b>	<b>846,582</b>	<b>846,582</b>	<b>892,571</b>	<b>45,989</b>	<b>7.1%</b>

**Budget Object Group: 3. GRANTS**

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Grants Rollup	2,686,877	2,323,345	2,322,295	1,441,987	(881,358)	-37.9%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>2,686,877</b>	<b>2,323,345</b>	<b>2,322,295</b>	<b>1,441,987</b>	<b>(881,358)</b>	<b>-37.9%</b>

<b>Total Expenses</b>	<b>9,499,529</b>	<b>9,883,879</b>	<b>9,852,468</b>	<b>9,273,409</b>	<b>(610,470)</b>	<b>-6.1%</b>
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Fund Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
General Funds	2,213,653	2,374,468	2,343,057	2,536,040	161,572	6.8%
Special Fund	4,750,162	4,988,188	4,988,188	4,530,732	(457,456)	-9.2%
Federal Funds	2,494,020	2,256,223	2,256,223	2,064,555	(191,668)	-8.5%
IDT Funds	41,694	265,000	265,000	142,082	(122,918)	-46.4%
<b>Funds Total</b>	<b>9,499,529</b>	<b>9,883,879</b>	<b>9,852,468</b>	<b>9,273,409</b>	<b>(610,470)</b>	<b>-6.1%</b>

Position Count				40		
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# Budget Detail

Organization: 7110010000 - Housing and Community Development

## Budget Object Group: 1. PERSONAL SERVICES

				FY2015 Governor's BAA Original As Recommended	FY2016 Governor's Recommended	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages		FY2014 Actuals	Passed Budget	Budget	Budget		
Description	Code						
Classified Employees	500000	2,309,450	1,941,806	1,941,806	2,107,178	165,372	8.5%
Exempt	500010	0	307,132	307,132	322,067	14,935	4.9%
Temporary Employees	500040	0	189,780	189,780	204,345	14,565	7.7%
Overtime	500060	1,439	0	0	0	0	0.0%
Vacancy Turnover Savings	508000	0	(12,000)	(12,000)	(13,568)	(1,568)	13.1%
<b>Total: Salaries and Wages</b>		<b>2,310,889</b>	<b>2,426,718</b>	<b>2,426,718</b>	<b>2,620,022</b>	<b>193,304</b>	<b>8.0%</b>

				FY2015 Governor's BAA Original As Recommended	FY2016 Governor's Recommended	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Fringe Benefits		FY2014 Actuals	Passed Budget	Budget	Budget		
Description	Code						
FICA - Classified Employees	501000	171,906	148,552	148,552	161,194	12,642	8.5%
FICA - Exempt	501010	0	23,495	23,495	24,637	1,142	4.9%
Health Ins - Classified Empl	501500	344,868	410,122	410,122	524,118	113,996	27.8%
Health Ins - Exempt	501510	0	36,748	36,748	44,102	7,354	20.0%
Retirement - Classified Empl	502000	352,751	332,244	332,244	360,540	28,296	8.5%
Retirement - Exempt	502010	0	35,614	35,614	43,048	7,434	20.9%
Dental - Classified Employees	502500	23,326	22,985	22,985	35,785	12,800	55.7%
Dental - Exempt	502510	0	2,704	2,704	3,976	1,272	47.0%
Life Ins - Classified Empl	503000	7,117	8,042	8,042	6,539	(1,503)	-18.7%
Life Ins - Exempt	503010	0	1,271	1,271	272	(999)	-78.6%
LTD - Classified Employees	503500	1,095	683	683	853	170	24.9%
LTD - Exempt	503510	0	581	581	738	157	27.0%
EAP - Classified Empl	504000	1,193	1,156	1,156	1,075	(81)	-7.0%
EAP - Exempt	504010	0	136	136	120	(16)	-11.8%



				FY2015 Governor's BAA	FY2016 Governor's BAA	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Recommended Budget	FY2016 Recommended Budget		
<b>Fringe Benefits (cont)</b>							
Workers Comp - Ins Premium	505200	21,807	22,921	22,921	8,438	(14,483)	-63.2%
Unemployment Compensation	505500	20,160	34,552	34,552	11,280	(23,272)	-67.4%
Catamount Health Assessment	505700	747	321	321	847	526	163.9%
<b>Total: Fringe Benefits</b>		<b>944,969</b>	<b>1,082,127</b>	<b>1,082,127</b>	<b>1,227,562</b>	<b>145,435</b>	<b>13.4%</b>

				FY2015 Governor's BAA	FY2016 Governor's BAA	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Recommended Budget	FY2016 Recommended Budget		
<b>Contracted and 3rd Party Service</b>							
Description	Code						
Contr&3Rd Pty - Info Tech	507550	0	40,589	10,228	0	(40,589)	-100.0%
Contract-Web Dev. & Maint.	507551	0	15,000	15,000	0	(15,000)	-100.0%
Contr-Compsoftware-Sysdevelop	507553	34,025	47,550	47,550	59,000	11,450	24.1%
Creative/Development-Web	507562	0	0	0	0	0	0.0%
Advertising/Marketing-Other	507563	12,822	0	0	0	0	0.0%
Other Contr and 3Rd Pty Serv	507600	2,759,532	3,091,968	3,091,968	3,024,667	(67,301)	-2.2%
Interpreters	507615	0	0	0	0	0	0.0%
Recording & Other Fees	507620	10	0	0	0	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>2,806,389</b>	<b>3,195,107</b>	<b>3,164,746</b>	<b>3,083,667</b>	<b>(111,440)</b>	<b>-3.5%</b>

<b>PerDiem and Other Personal Services</b>							
Description	Code						
Per Diem	506000	5,650	10,000	10,000	7,600	(2,400)	-24.0%
Other Pers Serv	506200	0	0	0	0	0	0.0%
Service of Papers	506240	56	0	0	0	0	0.0%
<b>Total: PerDiem and Other Personal Services</b>		<b>5,706</b>	<b>10,000</b>	<b>10,000</b>	<b>7,600</b>	<b>(2,400)</b>	<b>-24.0%</b>

<b>Total: 1. PERSONAL SERVICES</b>		<b>6,067,953</b>	<b>6,713,952</b>	<b>6,683,591</b>	<b>6,938,851</b>	<b>224,899</b>	<b>1.8%</b>
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**Budget Object Group: 2. OPERATING**

				FY2015 Governor's BAA	FY2016 Governor's	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
		FY2015 Original As Passed Budget	FY2015 Recommended Budget	FY2015 Recommended Budget	FY2016 Recommended Budget	FY2015 As Passed	FY2015 As Passed
<b>Equipment</b>		<b>FY2014 Actuals</b>	<b>Passed Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Passed</b>	<b>Passed</b>
Description	Code						
Other Equipment	522400	5,973	0	0	17,533	17,533	0.0%
Office Equipment	522410	0	1,500	1,500	0	(1,500)	-100.0%
Furniture & Fixtures	522700	3,434	1,500	1,500	2,500	1,000	66.7%
<b>Total: Equipment</b>		<b>9,407</b>	<b>3,000</b>	<b>3,000</b>	<b>20,033</b>	<b>17,033</b>	<b>567.8%</b>
<b>IT/Telecom Services and Equipment</b>							
Description	Code						
Telecom-Mobile Wireless Data	516623	3,536	3,420	3,420	5,610	2,190	64.0%
Tele-Internet-Dsl-Cable Modem	516626	1,777	1,896	1,896	2,000	104	5.5%
Telecom-Data Telecom Services	516651	225	230	230	233	3	1.3%
Telecom-Telephone Services	516652	8,800	9,150	9,150	8,119	(1,031)	-11.3%
Telecom-Long Distance Service	516655	543	350	350	2,000	1,650	471.4%
Telecom-Toll Free Phone Serv	516657	51	50	50	0	(50)	-100.0%
Telecom-Conf Calling Services	516658	11,450	1,250	1,250	1,300	50	4.0%
Telecom-Wireless Phone Service	516659	2,960	3,470	3,470	4,926	1,456	42.0%
It Intersvccost- Dii Other	516670	123	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	2,493	2,285	2,285	2,471	186	8.1%
It Intsvccost- Dii - Telephone	516672	14,618	9,743	9,743	13,557	3,814	39.1%
It Inter Svc Cost User Support	516678	7,988	10,336	10,336	17,488	7,152	69.2%
It Int Svc Dii Allocated Fee	516685	27,189	43,581	43,581	42,398	(1,183)	-2.7%
Hw - Other Info Tech	522200	9,537	1,900	1,900	2,360	460	24.2%
Hardware - Desktop & Laptop Pc	522216	23,865	12,425	12,425	14,500	2,075	16.7%
Hardware-Telephone User Equip	522219	380	600	600	1,250	650	108.3%
Software - Other	522220	1,318	392	392	3,183	2,791	712.0%
Software - Office Technology	522221	4,383	600	600	750	150	25.0%
Sw-Database&Management Sys	522222	7,144	6,800	6,800	6,800	0	0.0%
Software-Gis	522223	1,743	2,665	2,665	2,356	(309)	-11.6%
Sw-Firewall Filter & Security	522227	70	0	0	0	0	0.0%
Hw-Personal Mobile Devices	522258	757	1,000	1,000	2,400	1,400	140.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>130,950</b>	<b>112,143</b>	<b>112,143</b>	<b>133,701</b>	<b>21,558</b>	<b>19.2%</b>

				FY2015 Governor's BAA	FY2016 Governor's Recommended	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Other Operating Expenses		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Recommended Budget	FY2016 Recommended Budget		
Description	Code						
Other Operating Expense	523199	0	0	0	0	0	0.0%
Single Audit Allocation	523620	10,216	14,400	14,400	14,400	0	0.0%
Registration & Identification	523640	260	280	280	260	(20)	-7.1%
Taxes	523660	8,412	8,374	8,374	8,619	245	2.9%
Cost of Stock Items Sold	525290	111,459	81,672	81,672	118,000	36,328	44.5%
<b>Total: Other Operating Expenses</b>		<b>130,347</b>	<b>104,726</b>	<b>104,726</b>	<b>141,279</b>	<b>36,553</b>	<b>34.9%</b>
<b>Other Purchased Services</b>							
Description	Code						
Insurance Other Than Empl Bene	516000	22,569	26,624	26,624	25,901	(723)	-2.7%
Insurance - General Liability	516010	20,659	20,235	20,235	5,603	(14,632)	-72.3%
Dues	516500	19,031	19,419	19,419	16,406	(3,013)	-15.5%
Licenses	516550	0	485	485	0	(485)	-100.0%
Advertising-Print	516813	10,499	6,400	6,400	6,875	475	7.4%
Advertising-Web	516814	0	3,000	3,000	150	(2,850)	-95.0%
Advertising-Other	516815	17,240	25,500	25,500	30,740	5,240	20.5%
Advertising - Job Vacancies	516820	9,471	0	0	1,500	1,500	0.0%
Client Meetings	516855	0	500	500	500	0	0.0%
Giveaways	516871	0	50	50	0	(50)	-100.0%
Printing and Binding	517000	555	1,550	1,550	2,455	905	58.4%
Printing & Binding-Bgs Copy Ct	517005	699	3,000	3,000	1,128	(1,872)	-62.4%
Printing-Promotional	517010	1,875	3,009	3,009	4,700	1,691	56.2%
Photocopying	517020	4	3,275	3,275	3,300	25	0.8%
Registration For Meetings&Conf	517100	8,755	6,335	6,335	10,759	4,424	69.8%
Training - Info Tech	517110	287	500	500	500	0	0.0%
Postage	517200	988	1,210	1,210	1,280	70	5.8%
Postage - Bgs Postal Svcs Only	517205	3,266	6,076	6,076	5,275	(801)	-13.2%
Freight & Express Mail	517300	342	1,200	1,200	905	(295)	-24.6%
Instate Conf, Meetings, Etc	517400	90	0	0	0	0	0.0%
Outside Conf, Meetings, Etc	517500	119	0	0	0	0	0.0%
Other Purchased Services	519000	15,972	58,097	58,097	4,500	(53,597)	-92.3%
Moving State Agencies	519040	180	0	0	0	0	0.0%
<b>Total: Other Purchased Services</b>		<b>132,602</b>	<b>186,465</b>	<b>186,465</b>	<b>122,477</b>	<b>(63,988)</b>	<b>-34.3%</b>

				FY2015 Governor's BAA	FY2016 Governor's Recommended	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Property and Maintenance		FY2014 Actuals	FY2015 Original As Passed Budget	Budget	Budget		
Description	Code						
Water/Sewer	510000	11,839	13,500	13,500	12,875	(625)	-4.6%
Rubbish Removal	510210	4,522	4,070	4,070	4,975	905	22.2%
Snow Removal	510300	37,807	35,500	35,500	39,465	3,965	11.2%
Custodial	510400	8,546	7,250	7,250	10,138	2,888	39.8%
Lawn Maintenance	510520	42,255	47,940	47,940	45,450	(2,490)	-5.2%
Repair & Maint - Buildings	512000	3,686	275	275	2,325	2,050	745.5%
Plumbing & Heating Systems	512010	9,718	8,173	8,173	17,400	9,227	112.9%
Rep&Maint-Info Tech Hardware	513000	0	750	750	0	(750)	-100.0%
Repair & Maint - Office Tech	513010	1,783	1,547	1,547	4,956	3,409	220.4%
Other Repair & Maint Serv	513200	19,380	25,683	25,683	21,055	(4,628)	-18.0%
Repair&Maint-Property/Grounds	513210	50	150	150	0	(150)	-100.0%
<b>Total: Property and Maintenance</b>		<b>139,586</b>	<b>144,838</b>	<b>144,838</b>	<b>158,639</b>	<b>13,801</b>	<b>9.5%</b>

				FY2015 Governor's BAA	FY2016 Governor's Recommended	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Rental Other		FY2014 Actuals	FY2015 Original As Passed Budget	Budget	Budget		
Description	Code						
Rental - Auto	514550	480	0	0	0	0	0.0%
Rental - Other	515000	12,151	10,900	10,900	15,583	4,683	43.0%
<b>Total: Rental Other</b>		<b>12,631</b>	<b>10,900</b>	<b>10,900</b>	<b>15,583</b>	<b>4,683</b>	<b>43.0%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
<b>Rental Property</b>		<b>FY2014 Actuals</b>					
Description	Code						
Rent Land & Bldgs-Office Space	514000	20,518	76,306	76,306	79,385	3,079	4.0%
Rent Land&Bldgs-Non-Office	514010	6,267	6,987	6,987	6,297	(690)	-9.9%
<b>Total: Rental Property</b>		<b>26,785</b>	<b>83,293</b>	<b>83,293</b>	<b>85,682</b>	<b>2,389</b>	<b>2.9%</b>

<b>Supplies</b>							
Description	Code						
Office Supplies	520000	9,191	7,471	7,471	8,181	710	9.5%
Stationary & Envelopes	520015	40	0	0	0	0	0.0%
Vehicle & Equip Supplies&Fuel	520100	447	0	0	2,530	2,530	0.0%
Gasoline	520110	2,736	2,937	2,937	1,870	(1,067)	-36.3%
Diesel	520120	539	888	888	0	(888)	-100.0%
Building Maintenance Supplies	520200	1,322	725	725	1,400	675	93.1%
Plumbing, Heating & Vent	520210	1,651	1,427	1,427	2,450	1,023	71.7%
Heating & Ventilation	520211	1,159	1,428	1,428	2,450	1,022	71.6%
Small Tools	520220	199	0	0	700	700	0.0%
Electrical Supplies	520230	0	400	400	500	100	25.0%
Other General Supplies	520500	6,130	4,258	4,258	5,349	1,091	25.6%
It & Data Processing Supplies	520510	2,702	3,250	3,250	2,700	(550)	-16.9%
Cloth & Clothing	520520	181	352	352	0	(352)	-100.0%
Agric, Hort, Wildlife	520580	1,331	338	338	1,203	865	255.9%
Fire, Protection & Safety	520590	1,282	445	445	1,610	1,165	261.8%
Food	520700	61	0	0	300	300	0.0%
Electricity	521100	33,012	33,668	33,668	34,725	1,057	3.1%
Heating Oil #2	521220	19,530	21,299	21,299	15,000	(6,299)	-29.6%
Propane Gas	521320	7,770	10,000	10,000	13,650	3,650	36.5%
Books&Periodicals-Library/Educ	521500	256	700	700	700	0	0.0%
Subscriptions	521510	790	1,950	1,950	1,100	(850)	-43.6%
Road Supplies and Materials	521600	50	0	0	100	100	0.0%
Household, Facility&Lab Suppl	521800	3,086	3,396	3,396	2,840	(556)	-16.4%
Paper Products	521820	45	0	0	1,000	1,000	0.0%
<b>Total: Supplies</b>		<b>93,510</b>	<b>94,932</b>	<b>94,932</b>	<b>100,358</b>	<b>5,426</b>	<b>5.7%</b>

				FY2015 Governor's BAA	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Travel		FY2014 Actuals	FY2015 Original As Passed Budget	Recommended Budget	Recommended Budget		
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	18,600	25,425	25,425	22,657	(2,768)	-10.9%
Travel-Inst-Other Transp-Emp	518010	13,477	17,100	17,100	20,050	2,950	17.3%
Travel-Inst-Meals-Emp	518020	1,812	2,970	2,970	2,873	(97)	-3.3%
Travel-Inst-Lodging-Emp	518030	689	1,450	1,450	650	(800)	-55.2%
Travel-Inst-Incidentals-Emp	518040	217	730	730	716	(14)	-1.9%
Travel-Inst-Auto Mileage-Nonemp	518300	6,802	9,235	9,235	11,185	1,950	21.1%
Travel-Inst-Other Trans-Nonemp	518310	0	4,900	4,900	0	(4,900)	-100.0%
Travel-Inst-Meals-Nonemp	518320	3,607	5,550	5,550	5,050	(500)	-9.0%
Travel-Inst-Lodging-Nonemp	518330	0	600	600	300	(300)	-50.0%
Travel-Inst-Incidentals-Nonemp	518340	0	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	563	1,600	1,600	795	(805)	-50.3%
Travel-Outst-Other Trans-Emp	518510	8,455	17,700	17,700	18,450	750	4.2%
Travel-Outst-Meals-Emp	518520	1,772	5,150	5,150	5,125	(25)	-0.5%
Travel-Outst-Lodging-Emp	518530	11,893	12,800	12,800	18,745	5,945	46.4%
Travel-Outst-Incidentals-Emp	518540	993	1,075	1,075	2,073	998	92.8%
Travel-Outst-Other Trans-Nonemp	518710	0	0	0	6,150	6,150	0.0%
Travel-Outst-Meals-Nonemp	518720	0	0	0	0	0	0.0%
Travel-Outst-Lodging-Nonemp	518730	0	0	0	0	0	0.0%
<b>Total: Travel</b>		<b>68,880</b>	<b>106,285</b>	<b>106,285</b>	<b>114,819</b>	<b>8,534</b>	<b>8.0%</b>
<b>Total: 2. OPERATING</b>		<b>744,699</b>	<b>846,582</b>	<b>846,582</b>	<b>892,571</b>	<b>45,989</b>	<b>7.1%</b>

**Budget Object Group: 3. GRANTS**

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
<b>Grants Rollup</b>		FY2014 Actuals					
Description	Code						
Grants To Municipalities	550000	503,834	745,845	745,845	602,967	(142,878)	-19.2%
Grants	550220	1,767,045	1,000,000	1,000,000	500,000	(500,000)	-50.0%
Other Grants	550500	415,999	577,500	576,450	339,020	(238,480)	-41.3%
<b>Total: Grants Rollup</b>		<b>2,686,877</b>	<b>2,323,345</b>	<b>2,322,295</b>	<b>1,441,987</b>	<b>(881,358)</b>	<b>-37.9%</b>
<b>Total: 3. GRANTS</b>		<b>2,686,877</b>	<b>2,323,345</b>	<b>2,322,295</b>	<b>1,441,987</b>	<b>(881,358)</b>	<b>-37.9%</b>
<b>Total Expenses:</b>		<b>9,499,529</b>	<b>9,883,879</b>	<b>9,852,468</b>	<b>9,273,409</b>	<b>(610,470)</b>	<b>-6.1%</b>
			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Fund Name	Fund Code	FY2014 Actuals					
General Fund	10000	2,213,653	2,374,468	2,343,057	2,536,040	161,572	6.8%
Misc Fines & Penalties	21054	140	35,000	35,000	30,000	(5,000)	-14.3%
Historic Sites Special Fund	21325	464,672	455,200	455,200	494,208	39,008	11.8%
Municipal & Regional Planning	21330	3,153,187	3,400,961	3,400,961	3,381,899	(19,062)	-0.6%
Inter-Unit Transfers Fund	21500	41,694	265,000	265,000	142,082	(122,918)	-46.4%
Conference Fees & Donations	21525	804	16,500	16,500	14,575	(1,925)	-11.7%
ACCD-Mobile Home Park Laws	21819	58,125	58,527	58,527	78,000	19,473	33.3%
ACCD-Miscellaneous Receipts	21820	1,070,113	1,000,000	1,000,000	500,000	(500,000)	-50.0%
Archeology Operations	21918	3,121	22,000	22,000	32,050	10,050	45.7%
Federal Revenue Fund	22005	2,494,020	2,256,223	2,256,223	2,064,555	(191,668)	-8.5%
<b>Funds Total:</b>		<b>9,499,529</b>	<b>9,883,879</b>	<b>9,852,468</b>	<b>9,273,409</b>	<b>(610,470)</b>	<b>-6.1%</b>
Position Count					40		

## Grants to Non-State-Government Entities

### 7110010000 - Housing and Community Development

Budget Request Code	Fund	Justification	Est Amount
5292	10000	CVOEO -First Stop -Mobile Home Park Assistance	\$70,000
5292	21330	Municipal Planning	\$457,482
5292	21500	ANR -Electric Car Charging Stations -Downtown Program	\$80,715
5292	21500	ANR LID -Downtown Program	\$7,367
5292	21819	Mobile Home Park -Mediation	\$2,500
5292	21820	VT Housing Conservation Board -Buyouts	\$500,000
5292	22005	EDA -VT Economic Resiliency Initiative	\$10,000
5292	22005	Historic Preservation -Certified Local Government	\$57,403
5292	22005	VT Housing Conservation Board -HOME Program	\$256,520
		<b>Total</b>	<b>\$1,441,987</b>



## Federal Grants Receipts

### 7110010000 - Housing and Community Development

Budget Request Code	Fund	Justification	Est Amount
5298	22005	CFDA 11.307 EDA/VT Economic Resiliency Initiative	\$49,069
5298	22005	CFDA 14.228 HUD -CDBG Program	\$756,408
5298	22005	CFDA 14.239 HUD -HOME Investment Partnerships	\$317,197
5298	22005	CFDA 14.269 HUD -CDBG -DR2	\$244,516
5298	22005	CFDA 15.904 NPS -Historic Preservation Grants-in Aid	\$697,365
		<b>Total</b>	<b>\$2,064,555</b>

## Interdepartment Transfer Receipts

### 7110010000 - Housing and Community Development

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Budget Request Code	Fund	Justification	Est Amount
5293	21500	ANR BU 06100 -Electric Vehicle Charge Installation	\$80,715
5293	21500	ANR BU 08100 -LID	\$7,367
5293	21500	AOT BU 08100 -Archeology Heritage Month/VAI	\$39,000
5293	21500	AOT BU 08100 -Chimney Point	\$15,000
		<b>Total</b>	<b>\$142,082</b>

**HOUSING AND COMMUNITY DEVELOPMENT  
FY 16 CONTRACT DETAIL**

Name/Type	Account Code	Fund	FY 2015 Contracts Request	Gen Fund	Federal HUD CDBG	EDA	RPC	AOT (HP)	Misc Rec
AGATE Intelligrants (GF/FF)	507553	22005	\$44,000	\$1,000	\$43,000	\$0	\$0	\$0	\$0
VELCO (SF)	507553	21054	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
EDA -VERI Grant (FF)	507600	22005	\$10,000	\$0	\$0	\$10,000	\$0	\$0	\$0
Intervale (SF)	507600	21054	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Regional Planning Commissions (SF)	507600	21330	\$2,924,417	\$0	\$0	\$0	\$2,924,417	\$0	\$0
Archeology Box Fees (SF)	507600	21918	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Archeology Month/AOT (IT)	507600	21500	\$20,000	\$0	\$0	\$0	\$0	\$20,000	\$0
Archeology VAI/AOT (IT)	507600	21500	\$14,000	\$0	\$0	\$0	\$0	\$14,000	\$0
Historic Sites -various	507600	21325	\$6,250	\$0	\$0	\$0	\$0	\$0	\$6,250
Historic Sites Chimney Point/AOT (IT)	507600	21500	\$15,000	\$0	\$0	\$0	\$0	\$15,000	\$0
<b>Total Housing and Community Development</b>			<b>\$3,083,667</b>	<b>\$1,000</b>	<b>\$43,000</b>	<b>\$10,000</b>	<b>\$2,924,417</b>	<b>\$49,000</b>	<b>\$56,250</b>
Comp Software/System Develop	507553		\$59,000	\$1,000	\$43,000	\$0	\$0	\$0	\$15,000
Other Contracts & Third Party Svcs	507600		\$3,024,667	\$0	\$0	\$10,000	\$0	\$20,000	\$35,000
			<b>\$3,083,667</b>	<b>\$1,000</b>	<b>\$43,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$50,000</b>

Department of Housing & Community Development  
General Fund Carry-forward Balances - June 30, 2014

Source: VISION Query - VT\_APPROP\_FUND\_SUM\_NW

Unit	Fund	Dept	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07110	10000	7110010000	(2,774,363.54)	92,882.02	2,213,653.47	(467,828.05)

**Carry-forward Justification for Dept 7110010000:**

**Agate Intelligrants software upgrade & migration:**

Budget Adjustment per BAA Act 1 of 2013 section 49 (400,000.00)

**Two Phase Project:**

Phase I - VEGI Migration & STEM Integration - Contract #26682 for \$157,200 will be executed in early July 2014. Analysis & tasks identified & scheduled completion for start of Phase II in October.

Phase II - VCDP, CDBG-DR (Diasaster Recovery) & MPG (Municipal Planning Grants) migration for contractual services for remainder of funds \$242,800.

**Estimated FY15 Pay Act:**

Historic Sites (14,601.25)

Housing & Community Development (28,226.80)

**Total Estimated FY15 Pay Act Needs** (42,828.05)

Employee Retirement June 2014-Payoff 40% general fund (7,406.00)

**Planning Manual:**

H.823 (became Act 146) requires DHCD to combine the growth center manual with the planning manual & provide an updated document to the legislature by November 2015. This will require a substantial amount of work to draft, edit, illustrate, format & make available to the public. Outreach to stakeholders and project outline and timeline has begun.

(17,594.00)

(67,828.05)

**TOTAL CARRY-FORWARD DEPTID 7110010000**

(467,828.05)

**One-Time Appropriations:**

Unit	Fund	Dept	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07110	10000	7110891105	(106,876.23)	0.00	16,223.53	(90,652.70)
07110	10000	7110891303	(98,994.83)	30,000.00	55,000.00	(13,994.83)
07110	10000	7110891403	(30,000.00)	0.00	0.00	(30,000.00)

**Carry-forward Justifications - One Time:**

07110 10000 7110891105 - HP Digital Database (90,652.70)

Act 63, Sec C.100(1)(D)

Historic Preservation (HP) digital database funding was appropriated from FY11 anticipated excess state funds per legislature.

HP worked with ACCD IT staff, DII, and VSARA to develop this project and a contract was awarded to SecureShred on January 1, 2014 to scan and create an online research port. Percentage of completion to date 20%. Contract completion date December 31, 2015.

07110 10000 7110891303 - Mobile Home Resilience Activities (13,994.83)

Act 137 Sec. B.1107 (a)

For Mobile Home Study followup.

07110 10000 7110891403 - Landlord Education Program (30,000.00)

Act 179 of 2014 Sec. C.106(14)

DHCD has issued a simplified bid request to three organizations for education materials on landlord-tenant and fair housing laws. Responses are due August 5th and DHCD will contract for the work in FY15.

# Budget Detail

Organization: 7110025000 - Historic Sites - Special Improvements

## Budget Object Group: 2. OPERATING

		FY2014	FY2015	FY2015 Governor's	FY2016 Governor's	Difference Between	Percent Change
Other Purchased Services		Actuals	Original As Passed Budget	BAA Recommended Budget	Recommended Budget	Recommend and FY2015 As Passed	Recommend and FY2015 As Passed
Description	Code						
Other Purchased Services	519000	0	13,000	13,000	0	(13,000)	-100.0%
<b>Total: Other Purchased Services</b>		<b>0</b>	<b>13,000</b>	<b>13,000</b>	<b>0</b>	<b>(13,000)</b>	<b>-100.0%</b>
<b>Total: 2. OPERATING</b>		<b>0</b>	<b>13,000</b>	<b>13,000</b>	<b>0</b>	<b>(13,000)</b>	<b>-100.0%</b>
<b>Total Expenses:</b>		<b>0</b>	<b>13,000</b>	<b>13,000</b>	<b>0</b>	<b>(13,000)</b>	<b>-100.0%</b>

		FY2015	FY2015 Governor's			Difference Between	Percent Change
Fund Name		Fund Code	Original As Passed Budget	BAA Recommended Budget		Recommend and FY2015 As Passed	Recommend and FY2015 As Passed
Conference Fees & Donations	21525	0	13,000	13,000	0	(13,000)	-100.0%
<b>Funds Total:</b>		<b>0</b>	<b>13,000</b>	<b>13,000</b>	<b>0</b>	<b>(13,000)</b>	<b>-100.0%</b>
Position Count							

## Budget Rollup

Organization: 7110030000 - Community Development Block Grants

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages	0	0	0	0	0	0.0%
Fringe Benefits	0	0	0	0	0	0.0%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

Budget Object Group: 3. GRANTS

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Grants Rollup	12,671,828	14,974,489	14,974,489	6,174,938	(8,799,551)	-58.8%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>12,671,828</b>	<b>14,974,489</b>	<b>14,974,489</b>	<b>6,174,938</b>	<b>(8,799,551)</b>	<b>-58.8%</b>

<b>Total Expenses</b>	<b>12,671,828</b>	<b>14,974,489</b>	<b>14,974,489</b>	<b>6,174,938</b>	<b>(8,799,551)</b>	<b>-58.8%</b>
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Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Federal Funds	12,671,828	14,974,489	14,974,489	6,174,938	(8,799,551)	-58.8%
<b>Funds Total</b>	<b>12,671,828</b>	<b>14,974,489</b>	<b>14,974,489</b>	<b>6,174,938</b>	<b>(8,799,551)</b>	<b>-58.8%</b>

Position Count						
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## Budget Detail

Organization: 7110030000 - Community Development Block Grants

### Budget Object Group: 1. PERSONAL SERVICES

		FY2014	FY2015	FY2015 Governor's	FY2016 Governor's	Difference Between	Percent Change
		Actuals	Original As	BAA Recommended Budget	Recommended Budget	FY2016 Governor's Recommend and FY2015 As Passed	FY2016 Governor's Recommend and FY2015 As Passed
Fringe Benefits							
Description	Code						
Classified Employees	500000	0	0	0	0	0	0.0%
<b>Total: Salaries and Wages</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

		FY2014	FY2015	FY2015 Governor's	FY2016 Governor's	Difference Between	Percent Change
		Actuals	Original As	BAA Recommended Budget	Recommended Budget	FY2016 Governor's Recommend and FY2015 As Passed	FY2016 Governor's Recommend and FY2015 As Passed
Fringe Benefits							
Description	Code						
FICA - Classified Employees	501000	0	0	0	0	0	0.0%
Health Ins - Classified Empl	501500	0	0	0	0	0	0.0%
Retirement - Classified Empl	502000	0	0	0	0	0	0.0%
Dental - Classified Employees	502500	0	0	0	0	0	0.0%
Life Ins - Classified Empl	503000	0	0	0	0	0	0.0%
LTD - Classified Employees	503500	0	0	0	0	0	0.0%
EAP - Classified Empl	504000	0	0	0	0	0	0.0%
<b>Total: Fringe Benefits</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**Budget Object Group: 3. GRANTS**

		FY2014	FY2015	FY2015 Governor's	FY2016 Governor's	Difference Between	Percent Change
		Actuals	Original As	BAA Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
			Passed Budget	Budget	Budget	Recommend and	Recommend and
						FY2015 As Passed	FY2015 As Passed
<b>Fringe Benefits</b>							
Description	Code						
Grants To Municipalities	550000	8,543,080	5,974,489	5,974,489	6,174,938	200,449	3.4%
Grants	550220	3,726,228	9,000,000	9,000,000	0	(9,000,000)	-100.0%
Other Grants	550500	402,520	0	0	0	0	0.0%
<b>Total: Grants Rollup</b>		<b>12,671,828</b>	<b>14,974,489</b>	<b>14,974,489</b>	<b>6,174,938</b>	<b>(8,799,551)</b>	<b>-58.8%</b>
<b>Total: 3. GRANTS</b>		<b>12,671,828</b>	<b>14,974,489</b>	<b>14,974,489</b>	<b>6,174,938</b>	<b>(8,799,551)</b>	<b>-58.8%</b>
<b>Total Expenses:</b>		<b>12,671,828</b>	<b>14,974,489</b>	<b>14,974,489</b>	<b>6,174,938</b>	<b>(8,799,551)</b>	<b>-58.8%</b>

		FY2014	FY2015	FY2015 Governor's	FY2016 Governor's	Difference Between	Percent Change
		Actuals	Original As	BAA Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
			Passed Budget	Budget	Budget	Recommend and	Recommend and
						FY2015 As Passed	FY2015 As Passed
<b>Fringe Benefits</b>							
Federal Revenue Fund	22005	12,671,828	14,974,489	14,974,489	6,174,938	(8,799,551)	-58.8%
<b>Funds Total:</b>		<b>12,671,828</b>	<b>14,974,489</b>	<b>14,974,489</b>	<b>6,174,938</b>	<b>(8,799,551)</b>	<b>-58.8%</b>
Position Count							



**Grants to Non-State-Government Entities**

**7110030000 - Community development block grants**

Budget Request Code	Fund	Justification	Est Amount
5212	22005	CDBG Block grants	\$6,174,938
		Total	\$6,174,938

## Federal Grants Receipts

### 7110030000 - Community Development Block Grants

Budget Request Code	Fund	Justification	Est Amount
5217	22005	CFDA 14.228 HUD - CDBG State's Program	\$6,174,938
		Total	\$6,174,938

## Budget Rollup

Organization: 7110080000 - Downtown Transportation and Capital Improvement Fund

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages	61,433	59,320	59,320	53,310	(6,010)	-10.1%
Fringe Benefits	25,466	28,426	28,426	35,505	7,079	24.9%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>86,899</b>	<b>87,746</b>	<b>87,746</b>	<b>88,815</b>	<b>1,069</b>	<b>1.2%</b>

Budget Object Group: 3. GRANTS

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Grants Rollup	323,886	296,220	296,220	335,151	38,931	13.1%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>323,886</b>	<b>296,220</b>	<b>296,220</b>	<b>335,151</b>	<b>38,931</b>	<b>13.1%</b>

<b>Total Expenses</b>	<b>410,785</b>	<b>383,966</b>	<b>383,966</b>	<b>423,966</b>	<b>40,000</b>	<b>10.4%</b>
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Fund Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Special Fund	410,785	383,966	383,966	423,966	40,000	10.4%
<b>Funds Total</b>	<b>410,785</b>	<b>383,966</b>	<b>383,966</b>	<b>423,966</b>	<b>40,000</b>	<b>10.4%</b>

Position Count				1		
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## Budget Detail

Organization: 7110080000 - Downtown Transportation and Capital Improvement Fund

### Budget Object Group: 1. PERSONAL SERVICES

		FY2014	FY2015 Original	FY2015 Governor's	FY2016 Governor's	Difference Between	Percent Change
		Actuals	As Passed	BAA Recommended	Recommended	FY2016 Governor's Recommend and FY2015 As Passed	FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages			Budget	Budget	Budget		
Description	Code						
Classified Employees	500000	61,163	59,320	59,320	53,310	(6,010)	-10.1%
Overtime	500060	271	0	0	0	0	0.0%
<b>Total: Salaries and Wages</b>		<b>61,433</b>	<b>59,320</b>	<b>59,320</b>	<b>53,310</b>	<b>(6,010)</b>	<b>-10.1%</b>

		FY2014	FY2015 Original	FY2015 Governor's	FY2016 Governor's	Difference Between	Percent Change
		Actuals	As Passed	BAA Recommended	Recommended	FY2016 Governor's Recommend and FY2015 As Passed	FY2016 Governor's Recommend and FY2015 As Passed
Fringe Benefits			Budget	Budget	Budget		
Description	Code						
FICA - Classified Employees	501000	4,518	4,538	4,538	4,078	(460)	-10.1%
Health Ins - Classified Empl	501500	10,221	12,782	12,782	21,092	8,310	65.0%
Retirement - Classified Empl	502000	9,894	10,150	10,150	9,121	(1,029)	-10.1%
Dental - Classified Employees	502500	563	676	676	994	318	47.0%
Life Ins - Classified Empl	503000	240	246	246	190	(56)	-22.8%
EAP - Classified Empl	504000	31	34	34	30	(4)	-11.8%
<b>Total: Fringe Benefits</b>		<b>25,466</b>	<b>28,426</b>	<b>28,426</b>	<b>35,505</b>	<b>7,079</b>	<b>24.9%</b>

<b>Total: 1. PERSONAL SERVICES</b>		<b>86,899</b>	<b>87,746</b>	<b>87,746</b>	<b>88,815</b>	<b>1,069</b>	<b>1.2%</b>
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**Budget Object Group: 3. GRANTS**

		FY2014	FY2015 Original	FY2015 Governor's	FY2016 Governor's	Difference Between	Percent Change
		Actuals	As Passed	BAA Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
			Budget	Budget	Budget	Recommend and	Recommend and
						FY2015 As Passed	FY2015 As Passed
<b>Grants Rollup</b>							
Description	Code						
Grants To Municipalities	550000	323,886	296,220	296,220	335,151	38,931	13.1%
Downtwn Trans and Cap Imp Fund	550549	0	0	0	0	0	0.0%
<b>Total: Grants Rollup</b>		<b>323,886</b>	<b>296,220</b>	<b>296,220</b>	<b>335,151</b>	<b>38,931</b>	<b>13.1%</b>
<b>Total: 3. GRANTS</b>		<b>323,886</b>	<b>296,220</b>	<b>296,220</b>	<b>335,151</b>	<b>38,931</b>	<b>13.1%</b>
<b>Total Expenses:</b>		<b>410,785</b>	<b>383,966</b>	<b>383,966</b>	<b>423,966</b>	<b>40,000</b>	<b>10.4%</b>

		FY2014	FY2015 Original	FY2015 Governor's	FY2016 Governor's	Difference Between	Percent Change
		Actuals	As Passed	BAA Recommended	Recommended	FY2016 Governor's	FY2016 Governor's
			Budget	Budget	Budget	Recommend and	Recommend and
						FY2015 As Passed	FY2015 As Passed
Fund Name	Fund Code						
Downtown Trans & Capital Impro	21575	410,785	383,966	383,966	423,966	40,000	10.4%
<b>Funds Total:</b>		<b>410,785</b>	<b>383,966</b>	<b>383,966</b>	<b>423,966</b>	<b>40,000</b>	<b>10.4%</b>
Position Count					1		

## Grants to Non-State-Government Entities

### 7110080000 - Downtown Transportation and Capital Improvement Fund

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Budget Request Code	Fund	Justification	Est Amount
5213	21575	Downtown Grants	\$335,151
		Total	\$335,151

Downtown Transportation and Capital Improvement Fund  
Grants Awarded FY14

2014-01	Barre City	\$31,067
2014-02	Middlebury Town	\$100,000
2014-03	Rutland City	\$51,000
2014-04	St. Albans City	\$100,000
2014-05	Vergennes City	\$15,000
		<hr/>
		\$297,067
		<hr/>

# Department of Tourism & Marketing

Megan Smith, Commissioner

Steve Cook, Deputy Commissioner

Tourism & Marketing	\$3,211,702
Vermont Life	868,780
FY 2016 Governor's Recommend	\$4,080,482



## Fiscal Year 2016 Budget Changes by Dept. - Tourism and Marketing By Fund

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	All other \$\$	Total \$\$
<b>Approp #1 Tourism and Marketing: FY 2015 Approp</b>	<b>3,200,694</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>3,300,694</b>
FY15 August Rescission	(90,465)					(90,465)
Internal Service Reductions	(89)					(89)
<b>Approp #1, FY 2015 Approp Amended</b>	<b>3,110,140</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>3,210,140</b>
Salary/Benefits Net Increase	29,564					29,564
DII, VISION, HR and Insurance net decrease	(8,002)					(8,002)
Eliminate VT Shires grant	(20,000)					(20,000)
<b>Total Additions/(Reductions) FY 2016 to reach Gov Recommend</b>	<b>1,562</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,562</b>
<b>Tourism and Marketing FY 2016 Governor Recommend</b>	<b>3,111,702</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>3,211,702</b>
						3,211,702
<b>Approp #2 VT Life Magazine: FY 2014 Approp</b>					<b>830,693</b>	<b>830,693</b>
Salary/Benefits Net Increase					44,682	44,682
DII, VISION, HR and Insurance net decrease					(7,838)	(7,838)
Misc Overhead Costs net increase					1,243	1,243
<b>Total Additions/(Reductions) FY 2016 to reach Gov Recommend</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38,087</b>	<b>38,087</b>
<b>FY 2016 Governor Recommend</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>868,780</b>	<b>868,780</b>
<b>Tourism and Marketing FY 2016 Governor Recommend</b>	<b>3,111,702</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>868,780</b>	<b>4,080,482</b>
						4,080,482

## Budget Rollup

Organization: 7130000000 - Tourism and Marketing

### Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages	505,442	533,654	533,654	554,459	20,805	3.9%
Fringe Benefits	207,705	231,100	231,100	227,377	(3,723)	-1.6%
Contracted and 3rd Party Service	364,855	382,210	382,210	398,089	15,879	4.2%
PerDiem and Other Personal Services	2,450	31,791	31,791	40,108	8,317	26.2%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>1,080,452</b>	<b>1,178,755</b>	<b>1,178,755</b>	<b>1,220,033</b>	<b>41,278</b>	<b>3.5%</b>

### Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Equipment	401	0	0	0	0	0.0%
IT/Telecom Services and Equipment	42,233	62,222	62,222	62,984	762	1.2%
Travel	57,197	59,844	59,844	56,295	(3,549)	-5.9%
Supplies	4,975	10,630	10,630	4,080	(6,550)	-61.6%
Other Purchased Services	1,820,253	1,758,248	1,758,248	1,706,804	(51,444)	-2.9%
Other Operating Expenses	1,212	1,370	1,370	1,261	(109)	-8.0%
Rental Other	5,733	6,104	6,104	7,500	1,396	22.9%
Rental Property	1,412	1,612	1,612	1,415	(197)	-12.2%
Property and Maintenance	687	409	409	950	541	132.3%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>1,934,103</b>	<b>1,900,439</b>	<b>1,900,439</b>	<b>1,841,289</b>	<b>(59,150)</b>	<b>-3.1%</b>

**Budget Object Group: 3. GRANTS**

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Grants Rollup	286,200	221,500	218,194	150,380	(71,120)	-32.1%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>286,200</b>	<b>221,500</b>	<b>218,194</b>	<b>150,380</b>	<b>(71,120)</b>	<b>-32.1%</b>
<b>Total Expenses</b>	<b>3,300,755</b>	<b>3,300,694</b>	<b>3,297,388</b>	<b>3,211,702</b>	<b>(88,992)</b>	<b>-2.7%</b>

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
General Funds	3,190,280	3,200,694	3,197,388	3,111,702	(88,992)	-2.8%
IDT Funds	110,475	100,000	100,000	100,000	0	0.0%
<b>Funds Total</b>	<b>3,300,755</b>	<b>3,300,694</b>	<b>3,297,388</b>	<b>3,211,702</b>	<b>(88,992)</b>	<b>-2.7%</b>

Position Count				9		
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## Budget Detail

Organization: 7130000000 - Tourism and Marketing

### Budget Object Group: 1. PERSONAL SERVICES

		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages							
Description	Code						
Classified Employees	500000	502,935	317,476	317,476	334,070	16,594	5.2%
Exempt	500010	0	217,319	217,319	224,182	6,863	3.2%
Overtime	500060	2,508	2,250	2,250	0	(2,250)	-100.0%
Vacancy Turnover Savings	508000	0	(3,391)	(3,391)	(3,793)	(402)	11.9%
<b>Total: Salaries and Wages</b>		<b>505,442</b>	<b>533,654</b>	<b>533,654</b>	<b>554,459</b>	<b>20,805</b>	<b>3.9%</b>

### Fringe Benefits

Description	Code						
FICA - Classified Employees	501000	38,241	24,286	24,286	25,557	1,271	5.2%
FICA - Exempt	501010	0	16,625	16,625	17,151	526	3.2%
Health Ins - Classified Empl	501500	80,430	57,519	57,519	61,360	3,841	6.7%
Health Ins - Exempt	501510	0	36,748	36,748	21,092	(15,656)	-42.6%
Retirement - Classified Empl	502000	76,493	54,320	54,320	57,159	2,839	5.2%
Retirement - Exempt	502010	0	27,177	27,177	31,955	4,778	17.6%
Dental - Classified Employees	502500	4,598	4,056	4,056	5,964	1,908	47.0%
Dental - Exempt	502510	0	2,028	2,028	2,982	954	47.0%
Life Ins - Classified Empl	503000	1,635	1,314	1,314	1,003	(311)	-23.7%
Life Ins - Exempt	503010	0	900	900	517	(383)	-42.6%
LTD - Classified Employees	503500	514	0	0	0	0	0.0%
LTD - Exempt	503510	0	531	531	516	(15)	-2.8%
EAP - Classified Empl	504000	293	204	204	180	(24)	-11.8%
EAP - Exempt	504010	0	102	102	90	(12)	-11.8%
Workers Comp - Ins Premium	505200	4,725	5,290	5,290	1,851	(3,439)	-65.0%
Unemployment Compensation	505500	665	0	0	0	0	0.0%
Catamount Health Assessment	505700	110	0	0	0	0	0.0%
<b>Total: Fringe Benefits</b>		<b>207,705</b>	<b>231,100</b>	<b>231,100</b>	<b>227,377</b>	<b>(3,723)</b>	<b>-1.6%</b>

		FY2014 Actuals	FY2015 Original	FY2015 Governor's	FY2016 Governor's	Difference Between	Percent Change
			As Passed Budget	BAA Recommended Budget	Recommended Budget	FY2016 Governor's Recommend and FY2015 As Passed	FY2016 Governor's Recommend and FY2015 As Passed
Contracted and 3rd Party Service							
Description	Code						
Contr&3Rd Pty - Info Tech	507550	36,006	30,300	30,300	19,800	(10,500)	-34.7%
Creative/Development	507561	7,700	0	0	0	0	0.0%
Creative/Development-Web	507562	0	0	0	35,000	35,000	0.0%
Advertising/Marketing-Other	507563	90,960	181,500	181,500	178,500	(3,000)	-1.7%
Media-Planning/Buying	507564	66,589	61,000	61,000	61,000	0	0.0%
Other Contr and 3Rd Pty Serv	507600	163,600	109,410	109,410	103,789	(5,621)	-5.1%
Contractual & 3Rd Party	507999	0	0	0	0	0	0.0%
Total: Contracted and 3rd Party Service		364,855	382,210	382,210	398,089	15,879	4.2%

PerDiem and Other Personal Services		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Description	Code						
Per Diem	506000	2,450	2,500	2,500	3,000	500	20.0%
Other Pers Serv	506200	0	29,291	29,291	37,108	7,817	26.7%
Total: PerDiem and Other Personal Services		2,450	31,791	31,791	40,108	8,317	26.2%
Total: 1. PERSONAL SERVICES		1,080,452	1,178,755	1,178,755	1,220,033	41,278	3.5%

#### Budget Object Group: 2. OPERATING

			FY2015 Governor's			Difference Between	Percent Change
			FY2015 Original	BAA	FY2016 Governor's	FY2016 Governor's	FY2016 Governor's
			As Passed	Recommended	Recommended	Recommend and	Recommend and
Equipment		FY2014 Actuals	Budget	Budget	Budget	FY2015 As Passed	FY2015 As Passed
Description	Code						
Furniture & Fixtures	522700	401	0	0	0	0	0.0%
Total: Equipment		401	0	0	0	0	0.0%

IT/Telecom Services and Equipment		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Description	Code						
Telecom-Mobile Wireless Data	516623	1,688	1,385	1,385	1,650	265	19.1%
Telecom-Telephone Services	516652	51	0	0	0	0	0.0%
Telecom-Video Conf Services	516653	560	1,000	1,000	0	(1,000)	-100.0%
Telecom-Toll Free Phone Serv	516657	1,443	2,000	2,000	12,500	10,500	525.0%
Telecom-Conf Calling Services	516658	127	250	250	125	(125)	-50.0%
Telecom-Wireless Phone Service	516659	2,110	2,145	2,145	1,970	(175)	-8.2%
It Intsvccost-Vision/Isdassess	516671	511	527	527	542	15	2.8%
It Intsvccost- Dii - Telephone	516672	4,165	4,800	4,800	3,500	(1,300)	-27.1%
It Inter Svc Cost User Support	516678	7,613	8,916	8,916	12,323	3,407	38.2%
It Int Svc Dii Allocated Fee	516685	9,172	10,057	10,057	9,540	(517)	-5.1%
Hw - Other Info Tech	522200	2,661	0	0	0	0	0.0%
Hardware - Desktop & Laptop Pc	522216	0	7,500	7,500	0	(7,500)	-100.0%
Hardware-Telephone User Equip	522219	245	0	0	0	0	0.0%
Software - Other	522220	0	3,000	3,000	5,316	2,316	77.2%
Software - Office Technology	522221	3,735	3,896	3,896	0	(3,896)	-100.0%
Software-Gis	522223	357	706	706	518	(188)	-26.6%
Sw-Website Dev Maint Hosting	522224	6,750	15,000	15,000	15,000	0	0.0%
Hw-Personal Mobile Devices	522258	1,046	1,040	1,040	0	(1,040)	-100.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>42,233</b>	<b>62,222</b>	<b>62,222</b>	<b>62,984</b>	<b>762</b>	<b>1.2%</b>

Other Operating Expenses		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Description	Code						
Single Audit Allocation	523620	1,172	1,330	1,330	1,131	(199)	-15.0%
Registration & Identification	523640	40	40	40	130	90	225.0%
<b>Total: Other Operating Expenses</b>		<b>1,212</b>	<b>1,370</b>	<b>1,370</b>	<b>1,261</b>	<b>(109)</b>	<b>-8.0%</b>

Other Purchased Services		FY2014 Actuals	FY2015 Governor's			Difference Between	
			FY2015 Original As Passed Budget	BAA Recommended Budget	FY2016 Governor's Recommended Budget	FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	4,890	6,144	6,144	5,686	(458)	-7.5%
Insurance - General Liability	516010	4,477	4,670	4,670	1,231	(3,439)	-73.6%
Dues	516500	149,107	171,825	171,825	172,125	300	0.2%
Advertising-Tv	516811	327,058	356,102	356,102	290,000	(66,102)	-18.6%
Advertising-Radio	516812	44,195	161,660	161,660	90,300	(71,360)	-44.1%
Advertising-Print	516813	156,675	121,865	121,865	97,000	(24,865)	-20.4%
Advertising-Web	516814	848,798	527,300	527,300	647,147	119,847	22.7%
Advertising-Other	516815	109,153	131,000	131,000	204,640	73,640	56.2%
Advertising - Out of Home	516817	40,000	100,000	100,000	40,000	(60,000)	-60.0%
Advertising - Job Vacancies	516820	145	0	0	0	0	0.0%
Client Meetings	516855	65	0	0	0	0	0.0%
Trade Shows & Events	516870	30,502	29,000	29,000	32,600	3,600	12.4%
Giveaways	516871	5,112	8,000	8,000	6,000	(2,000)	-25.0%
Photography	516875	750	12,500	12,500	750	(11,750)	-94.0%
Printing and Binding	517000	9,583	34,932	34,932	15,050	(19,882)	-56.9%
Printing & Binding-Bgs Copy Ct	517005	311	0	0	0	0	0.0%
Printing-Promotional	517010	9,181	11,600	11,600	20,850	9,250	79.7%
Registration For Meetings&Conf	517100	11,709	4,250	4,250	9,695	5,445	128.1%
Postage	517200	24,865	36,250	36,250	35,630	(620)	-1.7%
Freight & Express Mail	517300	36,694	29,450	29,450	28,700	(750)	-2.5%
Instate Conf, Meetings, Etc	517400	10	0	0	0	0	0.0%
Other Purchased Services	519000	573	4,500	4,500	1,200	(3,300)	-73.3%
Brochure Distribution	519030	6,400	7,200	7,200	8,200	1,000	13.9%
<b>Total: Other Purchased Services</b>		<b>1,820,253</b>	<b>1,758,248</b>	<b>1,758,248</b>	<b>1,706,804</b>	<b>(51,444)</b>	<b>-2.9%</b>

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Property and Maintenance		FY2014 Actuals					
Description	Code						
Rep & Maint - Motor Vehicles	512300	7	0	0	0	0	0.0%
Rep&Maint-Info Tech Hardware	513000	0	0	0	0	0	0.0%
Repair & Maint - Office Tech	513010	512	409	409	950	541	132.3%
Other Repair & Maint Serv	513200	168	0	0	0	0	0.0%
Total: Property and Maintenance		687	409	409	950	541	132.3%

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Rental Other		FY2014 Actuals					
Description	Code						
Rentals	514099	0	0	0	0	0	0.0%
Rental - Equip & Vehicles	514499	0	0	0	0	0	0.0%
Rental - Auto	514550	5,733	5,904	5,904	7,500	1,596	27.0%
Rental - Other	515000	0	200	200	0	(200)	-100.0%
Total: Rental Other		5,733	6,104	6,104	7,500	1,396	22.9%

			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Rental Property		FY2014 Actuals					
Description	Code						
Rent Land&Bldgs-Non-Office	514010	1,412	1,612	1,612	1,415	(197)	-12.2%
Total: Rental Property		1,412	1,612	1,612	1,415	(197)	-12.2%



		FY2015 Governor's				Difference Between	Percent Change
		FY2014 Actuals	FY2015 Original As Passed Budget	BAA Recommended Budget	FY2016 Governor's Recommended Budget	FY2016 Governor's Recommend and FY2015 As Passed	FY2016 Governor's Recommend and FY2015 As Passed
Supplies							
Description	Code						
Office Supplies	520000	449	950	950	650	(300)	-31.6%
Vehicle & Equip Supplies&Fuel	520100	55	0	0	0	0	0.0%
Gasoline	520110	2,372	3,000	3,000	2,750	(250)	-8.3%
Plumbing, Heating & Vent	520210	0	0	0	0	0	0.0%
Other General Supplies	520500	276	50	50	0	(50)	-100.0%
It & Data Processing Supplies	520510	111	300	300	350	50	16.7%
Food	520700	114	0	0	0	0	0.0%
Subscriptions	521510	1,202	6,330	6,330	330	(6,000)	-94.8%
Other Books & Periodicals	521520	395	0	0	0	0	0.0%
<b>Total: Supplies</b>		<b>4,975</b>	<b>10,630</b>	<b>10,630</b>	<b>4,080</b>	<b>(6,550)</b>	<b>-61.6%</b>

Travel							
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	5,114	7,662	7,662	5,575	(2,087)	-27.2%
Travel-Inst-Other Transp-Emp	518010	390	1,563	1,563	2,760	1,197	76.6%
Travel-Inst-Meals-Emp	518020	496	300	300	425	125	41.7%
Travel-Inst-Lodging-Emp	518030	3,362	1,225	1,225	2,350	1,125	91.8%
Travel-Inst-Incidentals-Emp	518040	159	2,580	2,580	335	(2,245)	-87.0%
Travel-Inst-Auto Mileage-Nonemp	518300	1,335	2,000	2,000	1,600	(400)	-20.0%
Travel-Inst-Other Trans-Nonemp	518310	903	320	320	1,100	780	243.8%
Travel-Inst-Meals-Nonemp	518320	412	450	450	500	50	11.1%
Travel-Inst-Lodging-Nonemp	518330	238	1,000	1,000	500	(500)	-50.0%
Travel-Outst-Auto Mileage-Emp	518500	1,387	2,185	2,185	1,550	(635)	-29.1%
Travel-Outst-Other Trans-Emp	518510	10,762	11,685	11,685	10,950	(735)	-6.3%
Travel-Outst-Meals-Emp	518520	3,081	4,651	4,651	4,100	(551)	-11.8%
Travel-Outst-Lodging-Emp	518530	23,731	23,053	23,053	23,325	272	1.2%
Travel-Outst-Incidentals-Emp	518540	984	1,170	1,170	1,225	55	4.7%
Travel-Outst-Other Trans-Nonemp	518710	3,856	0	0	0	0	0.0%
Travel-Outst-Lodging-Nonemp	518730	985	0	0	0	0	0.0%
<b>Total: Travel</b>		<b>57,197</b>	<b>59,844</b>	<b>59,844</b>	<b>56,295</b>	<b>(3,549)</b>	<b>-5.9%</b>

<b>Total: 2. OPERATING</b>	<b>1,934,103</b>	<b>1,900,439</b>	<b>1,900,439</b>	<b>1,841,289</b>	<b>(59,150)</b>	<b>-3.1%</b>
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**Budget Object Group: 3. GRANTS**

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original	BAA	FY2016 Governor's		FY2016 Governor's	FY2016 Governor's
		As Passed	Recommended	Recommended		Recommend and	Recommend and
		Budget	Budget	Budget		FY2015 As Passed	FY2015 As Passed
Grants Rollup		FY2014 Actuals					
Description	Code						
Grants	550220	0	0	0	0	0	0.0%
Other Grants	550500	286,200	221,500	218,194	150,380	(71,120)	-32.1%
Vt Conv and Visitors Bureau	550534	0	0	0	0	0	0.0%
<b>Total: Grants Rollup</b>		<b>286,200</b>	<b>221,500</b>	<b>218,194</b>	<b>150,380</b>	<b>(71,120)</b>	<b>-32.1%</b>
<b>Total: 3. GRANTS</b>		<b>286,200</b>	<b>221,500</b>	<b>218,194</b>	<b>150,380</b>	<b>(71,120)</b>	<b>-32.1%</b>
<b>Total Expenses:</b>		<b>3,300,755</b>	<b>3,300,694</b>	<b>3,297,388</b>	<b>3,211,702</b>	<b>(88,992)</b>	<b>-2.7%</b>

		FY2015 Governor's		FY2016 Governor's		Difference Between	Percent Change
		FY2015 Original	BAA	FY2016 Governor's		FY2016 Governor's	FY2016 Governor's
		As Passed	Recommended	Recommended		Recommend and	Recommend and
		Budget	Budget	Budget		FY2015 As Passed	FY2015 As Passed
Fund Name	Fund Code	FY2014 Actuals					
General Fund	10000	3,190,280	3,200,694	3,197,388	3,111,702	(88,992)	-2.8%
Inter-Unit Transfers Fund	21500	110,475	100,000	100,000	100,000	0	0.0%
<b>Funds Total:</b>		<b>3,300,755</b>	<b>3,300,694</b>	<b>3,297,388</b>	<b>3,211,702</b>	<b>(88,992)</b>	<b>-2.7%</b>
Position Count					9		

## Grants to Non-State-Government Entities

### 7130000000 - Tourism and Marketing

Budget Request Code	Fund	Justification	Est Amount
5173	10000	VT Convention Bureau	\$95,000
5173	10000	VT Mountain Bike Association	\$26,880
5173	10000	VT Ski Areas Association	\$28,500
		Total	\$150,380

## Interdepartment Transfer Receipts

### 7130000000 - Tourism and Marketing

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Budget Request Code	Fund	Justification	Est Amount
5175	21500	BU 02200 - Agriculture Farm & Dairy Promotion	\$50,000
5175	21500	BU 8100 - Byways Promotion	\$50,000
		Total	\$100,000

**DEPT OF TOURISM AND MARKETING  
FY 16 CONTRACT DETAIL**

Name/Type	Account Code	FY 2015 Contracts Request	General Fund	Interdepart mental Trans
Competive Computing	507550	\$19,800	\$19,800	
Competive Computing	507562	\$35,000	\$15,000	\$20,000
Advertising Agency -Adv/Mktg Other	507563	\$75,000	\$75,000	
UK Marketing Services	507563	\$75,000	\$75,000	
Trade Show Representation	507563	\$28,500	\$28,500	
Media Planning/Buying	507564	\$61,000	\$61,000	
Call Center	507600	\$31,200	\$31,200	
Maxham Fulfillment Services	507600	\$7,800	\$7,800	
Canadian Fulfillment Services	507600	\$15,000	\$15,000	
Vocus Clipping Service	507600	\$15,845	\$15,845	
KnowledgeVision	507600	\$7,944	\$7,944	
TNS - Travel Survey Data	507600	\$26,000	\$26,000	
<b>Total Tourism &amp; Marketing</b>		<u>\$398,089</u>	<u>\$378,089</u>	<u>\$20,000</u>

Contr & 3rd Pty-Info Tech	507550	\$19,800	\$19,800	
Advertising/Marketing -Web Design	507562	\$35,000	\$15,000	\$20,000
Advertising/Marketing -Other	507563	\$178,500	\$178,500	
Media-Planning/Buying	507564	\$61,000	\$61,000	
Other Contracts & Third Party Svcs	507600	\$103,789	\$103,789	
		<u>\$398,089</u>	<u>\$378,089</u>	<u>\$20,000</u>

Department of Tourism & Marketing  
General Fund Carry-forward Balances - June 30, 2014

Source: VISION Query - VT\_APPROP\_FUND\_SUM\_NW

Unit	Dept	Fund	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07130	7130000000	10000	(3,721,621.70)	530,845.13	3,190,280.11	(496.46)
Act 50 Sec B.806						
	Prior year expenses: mileage overage on Fleet vehicle					496.46

Unit	Dept	Fund	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07130	7130891201	10000	(23,866.71)	-	7,435.81	(16,430.90)
Act 63 Sec B.1103(a)						
	Vt Civil War Sesquicentennial					16,430.90
	See attached memo					

**Summary Table of Contents -Strategic Overview and Program Performance  
FY16 Budget Request**

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**Department Of Tourism and Marketing (VDTM)**  
**Fiscal Year 2016 Budget**  
**Strategic Overview and Program Performance Narrative**

***STRATEGIC OVERVIEW***

**1. Mission**

To promote Vermont's travel, recreation, cultural and historic attractions, as well as the state's goods and services, in coordination with public and private sector partners and to market to a global audience in a manner consistent with the values and traditions of the state for the economic benefit of all Vermonters.

VDTM's key objective is to increase awareness of the Vermont brand with the goals of increasing visitation to the state and encouraging the purchase of Vermont products and services.

**2. Population Served**

**The Vermont Department of Tourism and Marketing** has four primary population groups that are served. The first is businesses in Vermont that fall under the hospitality sector. This would be hotels, resorts, inns, B&B's, attractions, and businesses that provide hospitality services. The second group served by the Vermont Department of Tourism and Marketing are the residents of Vermont. The Department provides information services to residents informing them of activities happening around Vermont and encouraging them to participate in Vermont events, attractions, state parks, historic sites and many others. This in turn helps to support the businesses that provide these services. The third population served is the visitors to Vermont. The Department provides these visitors with information in order to help them make informed decisions to visit our state. In 2011, we estimate that Vermont hosted almost 14 million person trips. Vermont's tourism industry generates over \$1.8 billion dollars in spending and directly supports over 30,000 jobs. It is very important that we continue to cater to our out of state visitors and remain competitive as a travel destination. The fourth population served by the Vermont Department of Tourism & Marketing is businesses that produce and provide goods and services. The Vermont Department of Tourism & Marketing serves not only the tourism sector, but represents the overall brand position of Vermont. By collaborating with Vermont manufacturers and producers of products and services the Vermont Department of Tourism & Marketing is able to enhance Vermont's already powerful reputation for quality in the marketplace. This depiction trickles into many of Vermont's business sectors including agricultural and value added products, existing Vermont brands and Vermont manufactured goods.



### 3. Outcomes and Measures

#### Performance-based funding pilot:

The three categories below represents the Department's measures for the performance based budget pilot. The Department in coordination with the Department of Finance and Management selected these categories based on areas impacted by the Vermont Department of Tourism and Marketing.

1. Increase of rooms and meals tax revenue
2. Increase of jobs in the hospitality sector
3. Overnight camping at Vermont State Parks.

The table below describes these three areas of measures along with their performance from FY 13 – 14.

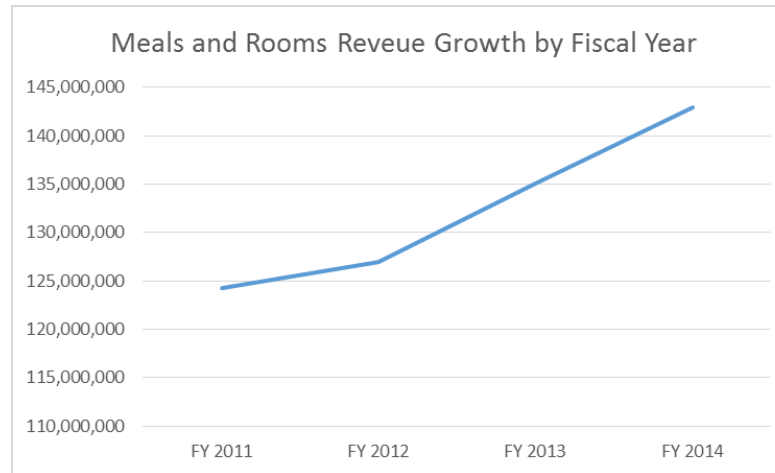
	FY 2013 Actual	FY 2014 Target	FY 2014 Actual	% Increase FY14/FY13
\$ increase of rooms and meals tax revenue*	\$ 135,048,072.39	\$ 140,048,072.39	\$ 142,940,678.86	5.8%
# increase of jobs in the hospitality sector (annual average)	33,963	33,500	34,802.50	2.5%
# occupancy (overnight campers) at Vermont State Parks	398,370	410,000	409,531	2.8%

These items were selected as measurable outcomes of tourism marketing because they represent the health of the sector within Vermont. Rooms and meals tax revenue, and rooms revenue in particular, are a direct indicator of tourist spending within the state and provide the Department with a gauge of overall tourism performance. Job growth in the hospitality sector indicates the economic impact of visitor spending on Vermont's workforce. Increasing overnight camping occupancy at Vermont State Parks aligns with the Governor's strategic plan: Goal 1.3.5 Increase the public's knowledge and use of Vermont's parks, historic sites and resources to maintain a shared sense of the environment, history and economy, including strengthened stewardship of public and private historic assets.

#### Research:

The upcoming Benchmark Report of the impact of visitor spending during 2014 will be published in February 2015. Preliminary data from Meals, Rooms and Alcohol (MRA) taxable receipts indicate that growth in that sector during 2014 will be close to six percent, well above the current 1.7 rate of inflation.

Visitor spending generates approximately 90 percent of the taxable receipts for room rentals and between 35 and 40% of total restaurant expenditures in Vermont:



Source: Vermont Tax Department

During 2013 visitor spending in Vermont provided significant tax revenues to the state and to municipalities. The dollar values of these taxes and fees are:

Vermont Income Tax	\$27 million
Meals and Rooms Tax	
Meals	\$25 million
Alcohol	\$6 million
Rooms	\$37 million
Sales Tax	\$34 million
Property tax (Ed fund)	\$176 million
Property tax (local government support)	\$66 million
Gasoline tax	\$12.4 million
Purchase and Use tax (Transportation fund)	\$2.5 million
<b>TOTAL</b>	<b>\$385 million</b>

In addition, Vermont's tourism industry supported and estimated 30,000 jobs during 2013, and constitutes approximately eight percent of Vermont's gross domestic product.

## **Keeping on Target**

While reaching out to potential first time visitors is a significant part of tourism promotion, establishing relationships with visitors that encourage and sustain repeat visitation has clearly been successful for Vermont. Our current research shows that about half the people using VermontVacation.com are repeat visitors. Information gleaned from the *Profile of the Vermont Online Visitor* a study of how the Vermont Brand is perceived by visitors and potential visitors in Vermont's major U.S. and Canadian markets help the Department to target marketing to new visitors and guides communications to returning visitors. The resources at VermontVacation.com, supplemented by regular communications to the more than 75,000 e-newsletter subscribers, 30,100 Facebook followers and 17,000 twitter followers are key to sustaining these relationships.

## **Marketing:**

### **Markets:**

- Key Northeast drive/fly markets include Washington DC, New York City, Boston, Albany, Hartford/New Haven, Springfield, Philadelphia and Quebec (especially the metropolitan areas of Montreal, Toronto).
- Distant domestic markets (typically air travelers) are Florida, Texas, California and Illinois.
- Overseas international markets, where we make collaborative promotions through the Discover New England consortium of the six New England states, are the United Kingdom, Germany and France.

**Advertising:** The Fiscal 2015 and 2016 media strategy includes combinations of television, magazine, newspaper, radio, online and out of home (outdoor advertising). Vermont advertising is placed on websites, in publications, locations, and broadcast networks that reach potential visitors interested in outdoor recreation, cultural heritage, unique lodging, fine dining and the Vermont experience. The call to action on all advertising campaigns and printed materials directs consumers to VermontVacation.com and 1-800-VERMONT.

### **Marketing Strategies:**

In the last two years the Vermont Department of Tourism and Marketing has brought all graphic design and media services in house. Led by VDTM's Deputy Commissioner the Department was able to hire talent and restructure the organization to develop an in house marketing team. This development has allowed the Department to redirect \$175,000 previously spent on media production services into direct advertising for the State of Vermont.

### **Mobile**

New initiatives for FY 16 include mobile marketing and web development for Vermont. As consumers heavily rely on smart phones and tablets to conduct their travel research the Department has invested in marketing and tools to direct consumers to our state. The Department purchases mobile display advertising and in app advertising to promote Vermont as a tourism destination. The department will also launch a new mobile optimized website and downloadable mobile application for apple/android devices in the first quarter of 2015.

## **Television Cable and Dish**

Primary cable and dish markets include New York City and Boston. Secondary markets include Hartford, New Haven, Providence, Springfield, Albany and Washington, D.C. Cable broadcast is purchased in high-density areas within primary markets. Programming for TV and cable is targeted to reach the travel decision maker in the household. The Vermont Department of Tourism also purchases national advertising utilizing the Google Dish Network. This buy extended Vermont Tourism's marketing reach to a national audience.

## **Online**

VDTM continues to aggressively market Vermont online to new and repeat visitors in Montréal, New York City, Washington DC and Boston. The Department purchases online advertising in key markets by placing banner advertisements on high profile regional websites such as Boston.com, NewYorkTimes.com, MSNBC.com and Canada.com (Montréal Gazette). All banners drive traffic directly to VermontVacation.com.

## **Online Travel Agencies (OTA)**

In an effort to target consumers where they are making travel decisions and bookings, the Vermont Department of Tourism and Marketing has developed marketing partnerships with online travel agencies like Orbitz and Trip Advisor. These sites are primarily where consumers go to plan their vacations. The Department has been able to see growth in purchases when marketing through online travel agencies and is able to track performance.

## **Radio**

VDTM utilizes radio broadcasting only during the summer and fall media campaigns in primary markets. Promotions are broadcast through a variety of programming. VDTM purchases families of radio stations in primary markets that cover a broad demographic.

## **Digital Radio**

Digital Radio continues to be the Department's top performing advertising channel. The Department purchases advertisements on Pandora and Spotify and delivers both an audio and display advertisement while a consumer is listening. We continue to see value in this medium and have built digital radio advertising into each of Vermont's seasonal advertising campaigns.

## **Print**

Advertisements are placed in publications that attract readers interested in outdoor recreation, cultural heritage, unique lodging, fine dining and the Vermont experience. This media often goes beyond our key markets to reach an international audience. While print is still a component of Vermont's advertising mix the Department has shifted more advertising dollars into digital campaigns.

### **Out of Home (outdoor)**

Outdoor advertising in New York City and Boston is placed in high visibility, high income metropolitan areas to promote Vermont as an exceptional getaway destination. From subway station takeovers to digital signage in corporate offices, outdoor advertising continues to be a channel where the Department is able to negotiate trade purchases.

### **Opportunistic Media**

To stretch media dollars, we review last-minute opportunities with potential to deliver a strong message to key markets. This provides the opportunity for better priced remnants in print media. Our partnerships with Cabot Creamery and the Vermont Ski Areas Association and pooling of our marketing dollars, allows us to increase the frequency of television spots above what our budget would allow.

### **Marketing Partnerships**

#### **Public/Private Marketing Opportunities**

Collaborative marketing with the private sector allows the state to leverage many opportunities, including television advertising, public relations initiatives, and a Vermont presence at trade and consumer shows. Relationships with private businesses and association have allowed the Department's budget to increase the state's investment.

VDTM's top advertising partner Cabot Cheese has had to eliminate their marketing partnership for the 2015 calendar year due to budgetary constraints. While Cabot anticipates returning to the marketing partnership in 2016 this does leave a gap in partner dollars which contribute directly to supporting state marketing efforts. The department has developed a plan to begin working with other Vermont companies to partner for FY 16 campaigns and beyond.

### **FY 2016 Funding Recommendation**

The Governor is proposing additional funding for marketing in fiscal year 2017. We recommend 15% of the growth in revenue from the rooms and meals tax above and beyond the General Fund base appropriation should be allocated to boost tourism and economic development marketing efforts out of state. The 15% of growth in Rooms and Meals tax revenue above budgeted projections should be capped at \$750,000 for fiscal year 2017 and available only if the budget balances. While this payment is important, it cannot be what puts the budget in to the red. Additional funds if available, would be applied to the Vermont Department of Tourism & Marketing in the FY 2017 budget. This legislative initiative would be budget neutral with no increase in taxes or impact on the general fund. If the legislature chose to continue with this formula beyond fiscal year 2017, it would not tap into state revenue for additional funds in years when the Rooms and Meals tax revenue does not increase year over year.

## **Communications' & Outreach:**

The Department of Tourism's communications and outreach program manages public relations, tourism industry, travel consumer and social media communications. Travel stories that are published about Vermont translate into millions of dollars in ad equivalent publicity annually, which is further augmented by consumer's utilization of editorial coverage in travel planning. Stories about Vermont experiences in Time Magazine, Travel and Leisure, the New York Times, the Boston Globe, the Montreal Gazette and hundreds more, have a value that transcends traditional marketing. These stories inspire potential travelers, reinforce frequent visitors' affinity and collectively strengthen the Vermont brand.

The Department assists Vermont chambers and organizations in their communications strategies and accrues earned media for various state departments. The Department nurtures social media engagement as a medium in itself, building a community of passionate Vermont enthusiasts.

The Department continues to focus on expanding outreach efforts both domestically and internationally. The Department also populates VermontPressroom.com and Vermont.Gov with stories and promotions that reach travel journalists. In FY 16 the Department will attend many press events and meetings with journalists in major media markets.

## **Web/Social Media:**

In 2015 VDTM will launch a newly designed [www.VermontVacation.com](http://www.VermontVacation.com) with new technology to better serve travelers and Vermont tourism businesses. The new Vermont Travel Planner will be available on both desktop, mobile and downloadable tablet/smart phone applications. VermontVacation.com is now completely maintained and updated by staff of the Vermont Department of Tourism, severing our reliance on contracted vendors to make content changes to the site. We expect the new VermontVacation.com to enhance the user experience and drive more travelers directly to Vermont businesses.

In addition to its Web site, VDTM communicates directly with Vermont visitors using e-mail marketing campaigns. These campaigns support the overall web marketing effort with interest-specific seasonal promotions. Prospective travelers visiting VermontVacation.com "opt in" to receive monthly e-newsletters highlighting the best of Vermont. In addition, VDTM uses social media channels such as Facebook, Twitter, YouTube and Flickr to provide a fully interactive experience, enabling Vermont's "fans" to comment on and recommend locations, attractions and/or events to others, help others in vacation planning. VDTM hones in on these conversations to develop Web and newsletter content of interest for potential travelers.

Today the Vermont Department of Tourism and Marketing has over 30,100 fans following our Facebook feed and over 17,000 followers on Twitter and was just ranked in the top 10 destination tourism YouTube channels.

## **Twitter @THISISVT**

On July 23<sup>rd</sup> 2013, VDTM launched @ThisIsVt, handing over the reins to the account to a different Vermont citizen each week. Still the first and only government managed twitter handle that allows for residents to tweet for their state, the feed has over 7,000 followers. The project's goal is to present a contemporary, humanized narrative as it works to attract more tourists and young residents. This program has been a tremendous success and we plan to continue to utilize this grass roots channel of marketing lead by the residents of Vermont.

## **Domestic Sales**

Regular communication and sales missions with travel agents and tour operators ensure that Vermont retains a strong presence in travel trade product offerings throughout the world. Motor coaches continue to be an integral part of the Vermont tourism mix. Hundreds of motor coach companies come to Vermont with thousands of travelers during all four seasons. Interaction with consumers at special events and consumer shows highlight Vermont as a vacation destination in a way that other promotional mediums cannot. Vermont businesses have invested in promotion and infrastructure to support motor coach business in Vermont. Communities throughout the state have made adjustments to downtown parking during high tourism seasons to accommodate motor coach parking within their downtown. The Vermont Tourism Network has made wonderful improvements to their strategy for promoting and working with motor coach businesses across the country.

VDTM has in-country representation in France, Canada, and the U.K. and partners with Discover New England in Germany, Japan and the U.K. These contractors focus on public relations opportunities, familiarization trips, and selling Vermont as a premier vacation destination. Other efforts to attract international travelers include trade shows, sales missions, and the Internet. The Department has pages on VermontVacation.com translated into German, French, U.K. English and Japanese, which complement lure pieces in the same languages. Through Discover New England VDTM will also have representation in China and Australia in collaboration with Brand USA.

## **International Sales and Marketing**

International visitation to Vermont remains the fastest growing sector of our tourism economy. In order to reach these valuable markets with the greatest efficiency, VDTM has worked in cooperation with the other New England states for nearly two decades.

Discover New England (DNE) is a unique collaborative established by the New England State Travel Directors Council in 1992. DNE was designed to create a collective international marketing engine managed by the State Tourism Directors/Commissioners of the six New England States. This long standing annual agreement with DNE has enabled Vermont to participate in equal, collaborative promotional opportunities. Each state is an equal partner and contributes an equal dollar amount to fund DNE.

DNE promotes and represents all sectors of the tourism industry in New England, targeting the primary markets of Germany and the United Kingdom, and works with the emerging secondary markets such as Ireland and Italy. Discover New England complements the sales efforts managed by VDTM in the international market.

### *Porter Air Initiative*

In an effort to increase international business and travel to Vermont the Vermont Department of Tourism & Marketing successfully developed a collaborative with Porter Air, the Vermont Ski Areas Association and Burlington International Airport (BTV) for direct service from Toronto to Burlington. In an effort to support this development the Department has invested in cooperative marketing efforts with Porter Air. Ski Vermont is also investing in advertising with Porter Air to support the promotion of special Porter ski packages that include shuttle bus service to participating properties.

This direct flight to Burlington from Toronto on Porter Air opens up many more opportunities for tourism, trade and business investment between Vermont and Ontario.

### **Cultural Heritage:**

National research is tracking the growth in the cultural heritage tourism sector, and the news is good. More and more travelers - 118 million plus - are seeking authentic experiences that immerse them in local culture. But it's not just history they're after - they also seek out the arts, all things culinary, unique lodgings and shopping, and explorations off the beaten track. Vermont - with its historic buildings, working landscape and myriad leisure activities - is a perfect cultural heritage destination. And because research reports that the cultural heritage tourist tends to take more trips per year, stay longer, and spend more than the average leisure travelers, this is indeed good news.

2015 celebrates the year of the arts which is being led by the Vermont Arts Council. VDTM is working with the Vermont Arts Council to promote and provide support with this event. Vermont Arts 2015 is a yearlong celebration that highlights the wide array of arts events that will occur across the state in 2015. Events will be promoted and marketed via the Vermont Arts Council to both residents and visitors.

VDTM will continue to manage statewide and regional cultural heritage tourism programs that provide visibility and promotional opportunities that increase economic benefits to Vermont businesses and organizations.

### **Vermont Ambassador Program**

The Vermont Department of Tourism and Marketing has brought the Ambassador Program into a new and easy to use program. The Vermont Ambassador Program is a staff training program that provides front-line employees with information and know-how to help visitors with their travel needs. It's free and it's available to all Vermonters and Vermont travel and hospitality related businesses and organizations. These trainings are now available online and can be taken at the employee's leisure allowing more flexibility and opportunity to expand the program.



## VERMONT LIFE

### **Mission:**

In addition to serving as an informative, engaging magazine for Vermonters and Vermont-passionate out-of-staters, Vermont Life is a marketing tool for Vermont Department of Tourism & Marketing, Vermont and the Vermont Agency of Commerce and other agencies and departments of the State of Vermont. The magazine highlights our state's thriving food and arts scene, passionate outdoor culture and vibrant creative economy; it is the state's chief lure piece.

As an enterprise within state government, Vermont Life is a self-funded enterprise fund financed through sales of subscriptions, advertising, calendars and Vermont notecards.

1. Iconic 68-year-old quarterly magazine, Vermont Life
2. Digital edition of Vermont Life
3. Extra content, blogs and reader services at [vermontlife.com](http://vermontlife.com)
4. Monthly Vermont Life e-news to nearly 40,000 subscribers
5. Seven annual Vermont Life calendars
6. Numerous lines of house-produced greeting cards.
7. Fully interactive and secure website at [vermontlifecatalog.com](http://vermontlifecatalog.com)
8. Special projects, e.g., publishing the 2015 Vermont Fish & Game calendar

### **2. Population Served:**

Vermont Life, the magazine, prints 51,500 copies read by 40,000 Vermonters and 80,000 out-of-staters.

[vermontlife.com](http://vermontlife.com) attracts about 4,000 unique monthly visitors

Vermont Life e-news is distributed monthly to nearly 30,000 permitted e-mail addresses.

More than 16,000 consumers like Vermont Life's Facebook page.

12,000 follow Vermont Life on Twitter

More than 650 follow Vermont Life Pinterest.

### **3. Outcomes and Measures:**

Vermont Life continues to implement projects to reduce expenses, increase revenue and otherwise strengthen the enterprise.

Many editorial tasks have been brought in-house, no longer necessitating as great a need for freelancers. Departments have been standardized in format, writer and photographer to help preempt any confusion or production delays

Circulation continues to increase, reflecting enthusiasm and support for Vermont Life's direction as a contemporary, Vermont-enthusiast's

publication. Direct mail campaigns are expected to continue to increase circulation as are efforts with digital couponing including Jumponit and Living Social.

Vermont Life ad sales have increased year over year, and are expected to increase even more as we add an additional ad rep.

Vermont Life re-engineered its catalog to focus solely on Vermont Life-created products, greatly reducing expenses while matching profitability of previous years. The reengineering saved vast amounts of staff time, so a similar approach will be taken next year.

The challenge for Vermont Life will be to remain attractive and sought after when print media is becoming less and less. While it remains one of the top state publications in the country, all print media is challenged to remain competitive. We will be looking at creative ways to keep Vermont Life financially viable.

FISCAL YEAR 2015 BUDGET DEPARTMENT PROGRAM PROFILE										
<b>DEPARTMENT:</b>	<b>DEPARTMENT OF TOURISM AND MARKETING</b>									
	Name and brief narrative description of program (not to exceed 2 sentences for each)	GF \$\$	TF \$\$	Spec F (incl tobacco) \$\$	Federal \$\$	ARRA\$\$	All other funds \$\$	Total funds \$\$	Authorized positions	Amounts granted out
<u>Administration</u>	Management and administrative support for all programs; industry support and administration of grant funds are all part of the general administration of the department.									
FY 2014 expenditures		533,526						533,526	1	286,000
FY 2015 estimated expenditures		557,724						557,724	2	218,194
FY 2016 budget request		472,015						472,015	2	150,380
<u>Sales and Marketing</u>	Coordinate strategic direct advertising campaigns to promote Vermont as a top year round tourism destination. Develop, produce and purchase advertising media. Fulfillment of visitor requests for information generated by advertising campaigns. Travel trade relations which includes participation in domestic and international trade shows and sales missions. Co-promotion and co-sponsorship with private sector partners to promote Vermont as a tourism destination.									
FY 2014 expenditures		2,385,420					110,475	2,495,895	5	200
FY 2015 estimated expenditures		2,393,278					100,000	2,493,278	5	
FY 2016 budget request		2,410,491					100,000	2,510,491	5	
<u>Communications and Outreach</u>	Coordinates communications, database, Web, public earned media and research relationships among statewide and regional tourism, agriculture, natural and cultural heritage organizations.									
FY 2014 expenditures		100,057						100,057	1	
FY 2015 estimated expenditures		101,514						101,514	1	
FY 2016 budget request		104,382						104,382	1	
<u>Research</u>	Provides studies of visitor demographics, interests, activities, spending and economic impact for use in marketing strategies and policy decisions.									
FY 2014 expenditures		171,278						171,278	1	
FY 2015 estimated expenditures		144,872						144,872	1	
FY 2016 budget request		124,814						124,814	1	
<u>Vermont Life Magazine</u>	The division exists to publish a top-quality magazine celebrating, explaining, and promoting the State of Vermont, its people and its heritage.									
FY 2014 expenditures							688,272	688,272	9	
FY 2015 estimated expenditures							830,693	830,693	9	
FY 2016 budget request							868,780	868,780	9	
<b>Total Department</b>										
	<b>FY 2014 expenditures</b>	<b>3,190,280</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>798,747</b>	<b>3,989,027</b>	<b>17</b>	<b>286,200</b>
	<b>FY 2015 estimated expenditures</b>	<b>3,197,388</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>930,693</b>	<b>4,128,081</b>	<b>18</b>	<b>218,194</b>
	<b>FY 2016 budget request</b>	<b>3,111,702</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>968,780</b>	<b>4,080,482</b>	<b>18</b>	<b>150,380</b>

**Objective:** Increase awareness of the Vermont brand with the goals of increasing visitation to the State and encouraging the purchase of Vermont products and services.

#### **Increase to rooms and meals tax revenue**

Invest the Vermont Department of Tourism and marketing budget in multi-medium campaigns targeted at consumers who meet the demographic profile of the primary Vermont visitor based on industry research. Invest marketing funds in advertising that is micro focused on the primary consumer while limiting investment in mass media strategies. With limited marketing dollars every media purchase is critical to impacting revenue via Vermont's rooms, meals and alcohol receipts, therefore messaging and media must be focused on initiating a direct consumer response. In order to positively impact Vermont's rooms and meals tax revenue it is critical that VDTM prioritize all spending with a focus on direct impact marketing strategies.

#### **Hospitality sector jobs increase**

Tourism spending impacts many different areas of Vermont's economy including employment for Vermonters. Tourism spending directly supports 21,362 jobs and indirectly supports a total of 37,910 jobs in Vermont. That is 11.5% of employment in our state. The Department provides an annual Vermont Ambassador training seminar which includes customer service and Vermont resource training. The Department supports employers by marketing Vermont as a travel destination in order to keep tourism businesses and attractions active.

#### **Vermont State Parks occupancy increase**

To meet the Governors objective of promoting Vermont's natural resources and heritage, the Department has teamed up with Vermont State Parks to promote parks to overnight visitors. Beginning in the summer of 2014 VDTM invested in digital marketing to promote parks and encourage consumers to make bookings. VDTM coordinated with Vermont State Parks to place a set of tracking code on the parks booking page.

## Performance Measure Detail

### Appropriation: 7130000000 Tourism and Marketing

**Objective:** To increase awareness of the Vermont brand with the goals of increasing visitation to the state and encouraging the purchase of Vermont products and services.

Measures	Unit	FY 14 Targets	FY 14 Actuals	FY 15 Targets	FY 15 Estimate	FY 16 Targets
\$ increase of rooms and meals tax revenue	\$ increase tax revenue	5,000,000	5,301,000	5,000,000	5,000,000	5,000,000
# jobs in the hospitality sector	# jobs	33,500	34,764	34,200	35,807	36,000
# occupancy (overnight campers) at Vermont State Parks *reported on a calendar year basis	# occupancy	945,000	407,704	950,000	428,000	449,000

	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget
<b>Program Budget:</b>				
Personal Services	1,102,375	1,178,755	1,178,755	1,220,033
Operating Expenses	1,934,103	1,900,439	1,900,439	1,841,289
Grants	309,950	221,500	218,194	150,380
<b>Total Appropriation</b>	<b>3,346,428</b>	<b>3,300,694</b>	<b>3,297,388</b>	<b>3,211,702</b>
<b>Total Program Cost:</b>	<b>3,346,428</b>	<b>3,300,694</b>	<b>3,297,388</b>	<b>3,211,702</b>

## Budget Rollup

Organization: 7150020000 - Vermont Life

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages	444,950	479,284	479,284	505,103	25,819	5.4%
Fringe Benefits	189,645	237,974	237,974	256,837	18,863	7.9%
Contracted and 3rd Party Service	236	14,850	14,850	14,850	0	0.0%
PerDiem and Other Personal Services	0	30,000	30,000	30,000	0	0.0%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>634,831</b>	<b>762,108</b>	<b>762,108</b>	<b>806,790</b>	<b>44,682</b>	<b>5.9%</b>

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Equipment	0	1,500	1,500	1,500	0	0.0%
IT/Telecom Services and Equipment	11,978	32,050	32,050	25,082	(6,968)	-21.7%
Travel	2,691	5,100	5,100	5,400	300	5.9%
Supplies	1,632	1,900	1,900	1,900	0	0.0%
Other Purchased Services	32,911	23,014	23,014	22,617	(397)	-1.7%
Other Operating Expenses	2,640	3,000	3,000	3,000	0	0.0%
Rental Other	0	0	0	0	0	0.0%
Rental Property	1,589	1,612	1,612	1,491	(121)	-7.5%
Property and Maintenance	0	409	409	1,000	591	144.5%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>53,441</b>	<b>68,585</b>	<b>68,585</b>	<b>61,990</b>	<b>(6,595)</b>	<b>-9.6%</b>

<b>Total Expenses</b>	<b>688,272</b>	<b>830,693</b>	<b>830,693</b>	<b>868,780</b>	<b>38,087</b>	<b>4.6%</b>
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Budget Object Rollup Name	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget	Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Enterprise Funds	688,272	830,693	830,693	868,780	38,087	4.6%
Funds Total	688,272	830,693	830,693	868,780	38,087	4.6%
Position Count				9		

## Budget Detail

Organization: 7150020000 - Vermont life

### Budget Object Group: 1. PERSONAL SERVICES

						Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Salaries and Wages		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget		
Description	Code						
Classified Employees	500000	443,489	402,698	402,698	425,980	23,282	5.8%
Exempt	500010	0	76,586	76,586	79,123	2,537	3.3%
Overtime	500060	1,461	0	0	0	0	0.0%
<b>Total: Salaries and Wages</b>		<b>444,950</b>	<b>479,284</b>	<b>479,284</b>	<b>505,103</b>	<b>25,819</b>	<b>5.4%</b>
<b>Fringe Benefits</b>							
Description	Code						
FICA - Classified Employees	501000	32,443	30,808	30,808	32,588	1,780	5.8%
FICA - Exempt	501010	0	5,858	5,858	6,053	195	3.3%
Health Ins - Classified Empl	501500	69,389	99,060	99,060	111,214	12,154	12.3%
Health Ins - Exempt	501510	0	6,391	6,391	7,670	1,279	20.0%
Retirement - Classified Empl	502000	75,331	68,901	68,901	72,885	3,984	5.8%
Retirement - Exempt	502010	0	13,104	13,104	13,538	434	3.3%
Dental - Classified Employees	502500	5,458	5,408	5,408	7,952	2,544	47.0%
Dental - Exempt	502510	0	676	676	994	318	47.0%
Life Ins - Classified Empl	503000	1,764	1,668	1,668	1,358	(310)	-18.6%
Life Ins - Exempt	503010	0	317	317	282	(35)	-11.0%
LTD - Classified Employees	503500	202	0	0	0	0	0.0%
LTD - Exempt	503510	0	187	187	182	(5)	-2.7%
EAP - Classified Empl	504000	252	272	272	240	(32)	-11.8%
EAP - Exempt	504010	0	34	34	30	(4)	-11.8%
Workers Comp - Ins Premium	505200	4,806	5,290	5,290	1,851	(3,439)	-65.0%
<b>Total: Fringe Benefits</b>		<b>189,645</b>	<b>237,974</b>	<b>237,974</b>	<b>256,837</b>	<b>18,863</b>	<b>7.9%</b>



						Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Contracted and 3rd Party Service		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget		
Description	Code						
Contr-Info Tech-Web Hosting	507552	236	850	850	850	0	0.0%
Other Contr and 3Rd Pty Serv	507600	0	14,000	14,000	14,000	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>236</b>	<b>14,850</b>	<b>14,850</b>	<b>14,850</b>	<b>0</b>	<b>0.0%</b>

						Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
PerDiem and Other Personal Services			FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget		
Description	Code						
Other Personal Services	506199	0	0	0	0	0	0.0%
Other Pers Serv	506200	0	30,000	30,000	30,000	0	0.0%
<b>Total: PerDiem and Other Personal Services</b>		<b>0</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>0.0%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>634,831</b>	<b>762,108</b>	<b>762,108</b>	<b>806,790</b>	<b>44,682</b>	<b>5.9%</b>

**Budget Object Group: 2. OPERATING**

				FY2015	FY2016	Difference	Percent Change
		FY2015 Original	Governor's BAA	Governor's	Governor's	Between	FY2016
		As Passed	Recommended	Recommended	Recommended	FY2016	FY2016
		Budget	Budget	Budget	Budget	Governor's	Governor's
						and FY2015 As	and FY2015 As
						Passed	Passed
Equipment	FY2014 Actuals						
Description	Code						
Office Equipment	522410	0	500	500	500	0	0.0%
Furniture & Fixtures	522700	0	1,000	1,000	1,000	0	0.0%
<b>Total: Equipment</b>		<b>0</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>0</b>	<b>0.0%</b>

				FY2015	FY2016	Difference	Percent Change
		FY2015 Original	Governor's BAA	Governor's	Governor's	Between	FY2016
		As Passed	Recommended	Recommended	Recommended	FY2016	FY2016
		Budget	Budget	Budget	Budget	Governor's	Governor's
						and FY2015 As	and FY2015 As
						Passed	Passed
IT/Telecom Services and Equipment	FY2014 Actuals						
Description	Code						
Telecom-Mobile Wireless Data	516623	75	500	500	0	(500)	-100.0%
Telecom-Toll Free Phone Serv	516657	3	0	0	50	50	0.0%
Telecom-Wireless Phone Service	516659	34	0	0	0	0	0.0%
It Intersvccost- Dii Other	516670	6,106	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	575	527	527	542	15	2.8%
It Intsvccost- Dii - Telephone	516672	2,334	3,000	3,000	3,000	0	0.0%
It Inter Svc Cost User Support	516678	0	7,260	7,260	4,433	(2,827)	-38.9%
It Inter Svc Cost App Dev&Main	516679	0	0	0	0	0	0.0%
It Int Svc Dii Allocated Fee	516685	0	10,057	10,057	9,540	(517)	-5.1%
Info Tech Purchases-Hardware	522210	50	0	0	0	0	0.0%
Hardware - Desktop & Laptop Pc	522216	831	3,000	3,000	3,000	0	0.0%
Hw - Printers,Copiers,Scanners	522217	266	0	0	0	0	0.0%
Hardware-Telephone User Equip	522219	0	500	500	0	(500)	-100.0%
Software - Other	522220	959	2,000	2,000	2,000	0	0.0%
Software - Office Technology	522221	0	2,000	2,000	0	(2,000)	-100.0%
Sw-Database&Management Sys	522222	717	1,000	1,000	1,000	0	0.0%
Software-Gis	522223	0	706	706	517	(189)	-26.8%
Sw-Website Dev Maint Hosting	522224	29	1,500	1,500	1,000	(500)	-33.3%
<b>Total: IT/Telecom Services and Equipment</b>		<b>11,978</b>	<b>32,050</b>	<b>32,050</b>	<b>25,082</b>	<b>(6,968)</b>	<b>-21.7%</b>

				FY2015	FY2016	Difference	Percent Change
		FY2015 Original	Governor's BAA	Governor's	Governor's	Between	FY2016
		As Passed	Recommended	Recommended	Recommended	FY2016	FY2016
		Budget	Budget	Budget	and FY2015 As	Governor's	Governor's
					Passed	Recommend	Recommend and
						FY2015 As	FY2015 As
						Passed	Passed
Other Operating Expenses		FY2014 Actuals					
Description	Code						
Registration & Identification	523640	40	0	0	50	50	0.0%
Bank Service Charges	524000	0	0	0	0	0	0.0%
Cost of Freight	525160	2,600	3,000	3,000	2,950	(50)	-1.7%
<b>Total: Other Operating Expenses</b>		<b>2,640</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0%</b>

				FY2015	FY2016	Difference	Percent Change
		FY2015 Original	Governor's BAA	Governor's	Governor's	Between	FY2016
		As Passed	Recommended	Recommended	Recommended	FY2016	FY2016
		Budget	Budget	Budget	and FY2015 As	Governor's	Governor's
					Passed	Recommend	Recommend and
						FY2015 As	FY2015 As
						Passed	Passed
Other Purchased Services		FY2014 Actuals					
Description	Code						
Insurance Other Than Empl Bene	516000	0	6,144	6,144	5,686	(458)	-7.5%
Insurance - General Liability	516010	4,553	4,670	4,670	1,231	(3,439)	-73.6%
Dues	516500	0	200	200	200	0	0.0%
Advertising-Web	516814	2,597	0	0	3,000	3,000	0.0%
Advertising-Other	516815	0	1,000	1,000	0	(1,000)	-100.0%
Advertising - Job Vacancies	516820	822	0	0	1,000	1,000	0.0%
Printing and Binding	517000	20	500	500	500	0	0.0%
Printing-Promotional	517010	18,697	0	0	1,000	1,000	0.0%
Registration For Meetings&Conf	517100	554	500	500	1,000	500	100.0%
Postage	517200	5,334	8,000	8,000	7,000	(1,000)	-12.5%
Freight & Express Mail	517300	33	1,000	1,000	1,000	0	0.0%
Other Purchased Services	519000	0	1,000	1,000	1,000	0	0.0%
Moving State Agencies	519040	300	0	0	0	0	0.0%
<b>Total: Other Purchased Services</b>		<b>32,911</b>	<b>23,014</b>	<b>23,014</b>	<b>22,617</b>	<b>(397)</b>	<b>-1.7%</b>

				FY2015	FY2016	Difference	Percent Change
		FY2015 Original	Governor's BAA	Governor's	Governor's	Between	FY2016
		As Passed	Recommended	Recommended	Recommended	FY2016	FY2016
		Budget	Budget	Budget	and FY2015 As	Governor's	Governor's
					Passed	Recommend	Recommend and
						FY2015 As	FY2015 As
						Passed	Passed
Property and Maintenance							
Description	Code						
Repair&Maintenance-Compsys Hw	513005	0	0	0	0	0	0.0%
Repair & Maint - Office Tech	513010	0	409	409	1,000	591	144.5%
<b>Total: Property and Maintenance</b>		<b>0</b>	<b>409</b>	<b>409</b>	<b>1,000</b>	<b>591</b>	<b>144.5%</b>

					Difference Between FY2016 Governor's Recommend and FY2015 As Passed		Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Rental Other		FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget			
Description	Code						
Rental of Equipment & Vehicles	514500	0	0	0	0	0	0.0%
<b>Total: Rental Other</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

Rental Property							
Description	Code						
Rent Land&Bldgs-Non-Office	514010	1,589	1,612	1,612	1,491	(121)	-7.5%
<b>Total: Rental Property</b>		<b>1,589</b>	<b>1,612</b>	<b>1,612</b>	<b>1,491</b>	<b>(121)</b>	<b>-7.5%</b>

					Difference Between FY2016 Governor's Recommend and FY2015 As Passed		Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Supplies		FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget		
Description	Code						
Office Supplies	520000	1,183	800	800	1,200	400	50.0%
Other General Supplies	520500	32	100	100	100	0	0.0%
It & Data Processing Supplies	520510	78	200	200	100	(100)	-50.0%
Recognition/Awards	520600	0	200	200	0	(200)	-100.0%
Food	520700	126	0	0	100	100	0.0%
Books&Periodicals-Library/Educ	521500	0	300	300	100	(200)	-66.7%
Subscriptions	521510	214	300	300	300	0	0.0%
<b>Total: Supplies</b>		<b>1,632</b>	<b>1,900</b>	<b>1,900</b>	<b>1,900</b>	<b>0</b>	<b>0.0%</b>

						Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
		FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget			
Travel	FY2014 Actuals						
Description	Code						
Travel In-State Employee	517999	0	0	0	0	0	0.0%
Travel-Inst-Auto Mileage-Emp	518000	2,400	2,000	2,000	2,500	500	25.0%
Travel-Inst-Meals-Emp	518020	0	100	100	100	0	0.0%
Travel-Inst-Lodging-Emp	518030	284	500	500	300	(200)	-40.0%
Travel-Inst-Incidentals-Emp	518040	8	0	0	0	0	0.0%
Travel In-State Non-Employee	518299	0	0	0	0	0	0.0%
Travel-Inst-Auto Mileage-Nonemp	518300	0	0	0	0	0	0.0%
Travel Out-State Employee	518499	0	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	0	500	500	500	0	0.0%
Travel-Outst-Other Trans-Emp	518510	0	500	500	500	0	0.0%
Travel-Outst-Meals-Emp	518520	0	500	500	500	0	0.0%
Travel-Outst-Lodging-Emp	518530	0	1,000	1,000	1,000	0	0.0%
<b>Total: Travel</b>		<b>2,691</b>	<b>5,100</b>	<b>5,100</b>	<b>5,400</b>	<b>300</b>	<b>5.9%</b>
<b>Total: 2. OPERATING</b>		<b>53,441</b>	<b>68,585</b>	<b>68,585</b>	<b>61,990</b>	<b>(6,595)</b>	<b>-9.6%</b>
<b>Total Expenses:</b>		<b>688,272</b>	<b>830,693</b>	<b>830,693</b>	<b>868,780</b>	<b>38,087</b>	<b>4.6%</b>

						Difference Between FY2016 Governor's Recommend and FY2015 As Passed	Percent Change FY2016 Governor's Recommend and FY2015 As Passed
Fund Name	Fund Code	FY2014 Actuals	FY2015 Original As Passed Budget	FY2015 Governor's BAA Recommended Budget	FY2016 Governor's Recommended Budget		
Vermont Life Magazine Fund	50400	688,272	830,693	830,693	868,780	38,087	4.6%
<b>Funds Total:</b>		<b>688,272</b>	<b>830,693</b>	<b>830,693</b>	<b>868,780</b>	<b>38,087</b>	<b>4.6%</b>
Position Count					9		

**VT LIFE MAGAZINE  
FY 16 CONTRACT DETAIL**

<b>Name/Type</b>	<b>Account Code</b>	<b>FY 2015 Total Cost</b>	<b>Enterprise</b>
Web Hosting	507552	\$850	\$850
Newsstand Services	507600	\$7,000	\$7,000
Direct Mail Consultant	507600	\$7,000	\$7,000
<b>Total VT Life</b>		<u>\$14,850</u>	<u>\$14,850</u>
Info Tech Web Hosting	507552	\$850	\$850
Other Contracts & Third Party Svcs	507600	\$14,000	\$14,000
		<u>\$14,850</u>	<u>\$14,850</u>