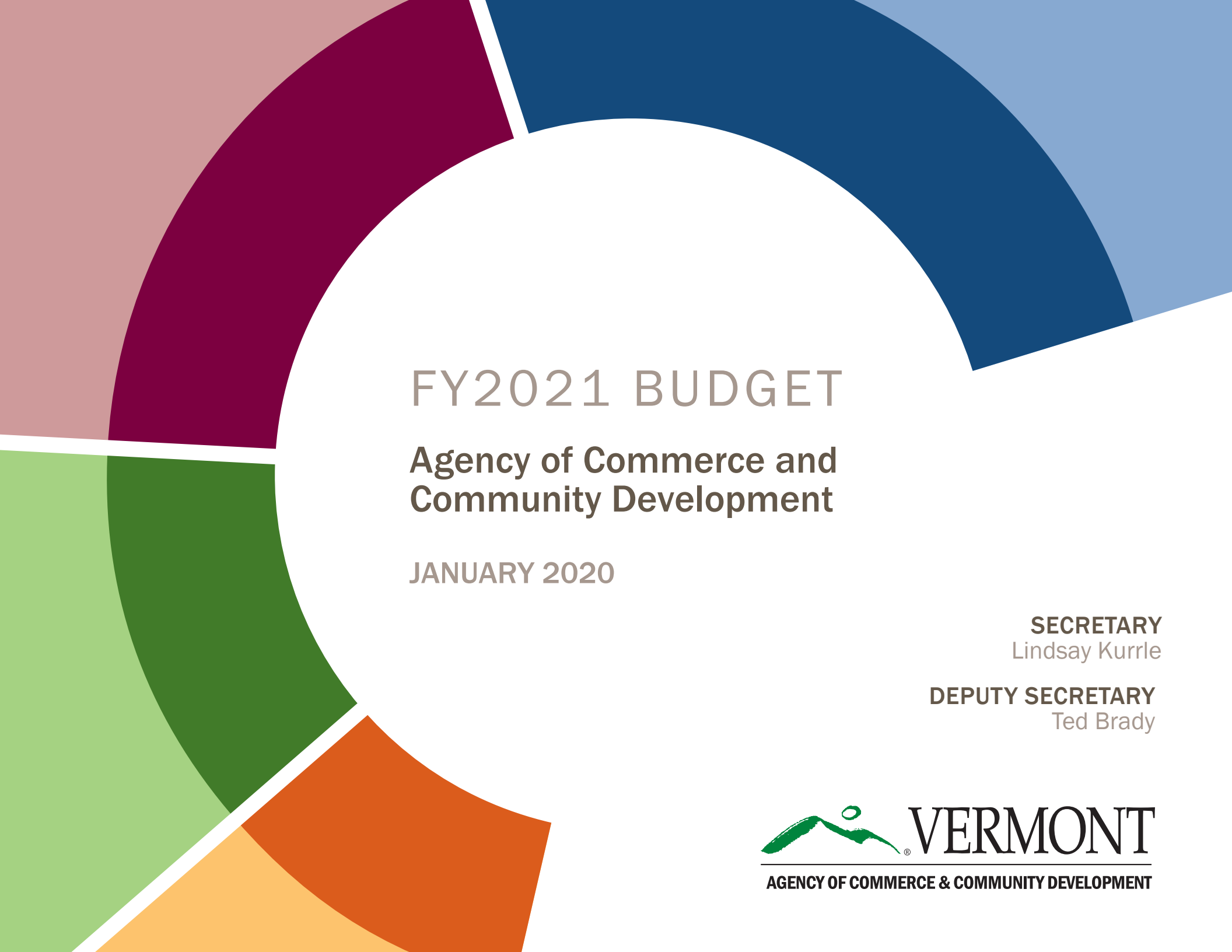




FY2021 BUDGET

Agency of Commerce and Community Development

JANUARY 2020

SECRETARY
Lindsay Kurrle

DEPUTY SECRETARY
Ted Brady

AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT

FY 21 BUDGET DETAIL

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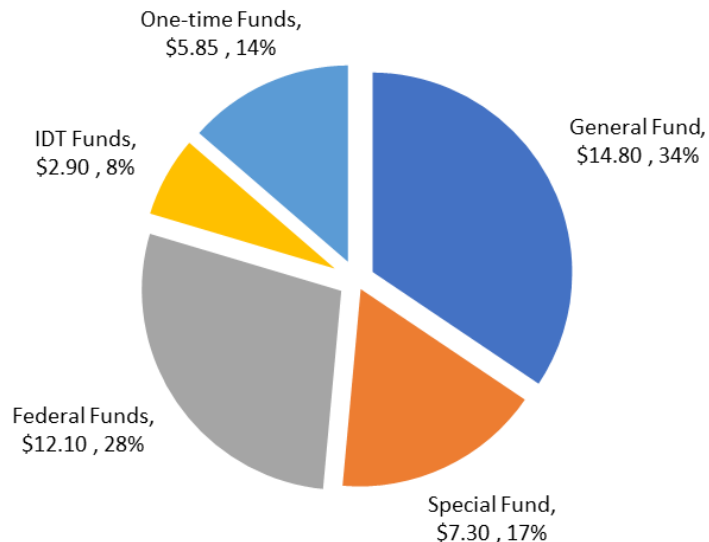
Agency of Commerce & Community Development

FY 2021 Governor's Recommend Budget

MISSION: To help Vermonters improve their quality of life and build strong communities.

The Agency is engaged in activities that generate revenue to the State general fund. Our work with existing and new businesses, downtowns and communities, marketing the state for tourism, preservation of the Vermont brand and what makes us special, is all part of what generates income to state government. We are the income side of the state general ledger. Investments in ACCD are investments in income generating activity.

Governor's Recommended Budget
FY 2021 (\$43 million)



FY 2021 SUMMARY & HIGHLIGHTS

- Total ACCD staff 80
- 2.1% increase in General Fund – Salary and Fringe Benefit Changes

FY2021 One Time Expenditures:

- Clean Grid Optimization Acceleration **\$2.25M**
 - ❖ Grant/investment fund to stimulate growth-stage climate economy businesses
- Technology-based Economic Development **\$1M**
 - ❖ Encourage research and development through technical assistance/grant program
- Community Investment Package **\$1M**
 - ❖ VT Housing Incentive Program **\$1M**
Create housing provider grants to bring unsafe, blighted and vacant rental units up to code and back online
 - ❖ Better Places Crowd Granting Program **\$250K**
Leverage funding from private foundations and individuals for place-making projects
 - ❖ Municipal planning assistance **\$350K**
funding for municipal planning grants, regional planning commissions, and developers/landlords to create housing opportunities
- Marketing expansion
 - ❖ Tourism marketing **\$500K**
 - ❖ Economic development marketing **\$250K**
 - ❖ Outdoor Recreation marketing **\$250K**

TOTAL FY2021 One-Time Expenditures: \$5.85M

Agency of Commerce and Community Development

SECRETARY Lindsay Kurrle
DEPUTY SECRETARY Ted Brady

Comprehensive Agency Strategies



Illuminate the Vibrancy of Vermont

Market Vermont effectively to increase the number of people visiting, living, and working here.



Deploy a 21st Century Workforce

Develop a continuum of education and job re/training to enable a robust, modern workforce.



Ensure Housing for All

Increase the availability and affordability of housing for all Vermonters.



Accelerate Business Growth & Recruitment

Grow/scale existing businesses and recruit new businesses via a network of technical assistance, access to capital and increased deal flow.

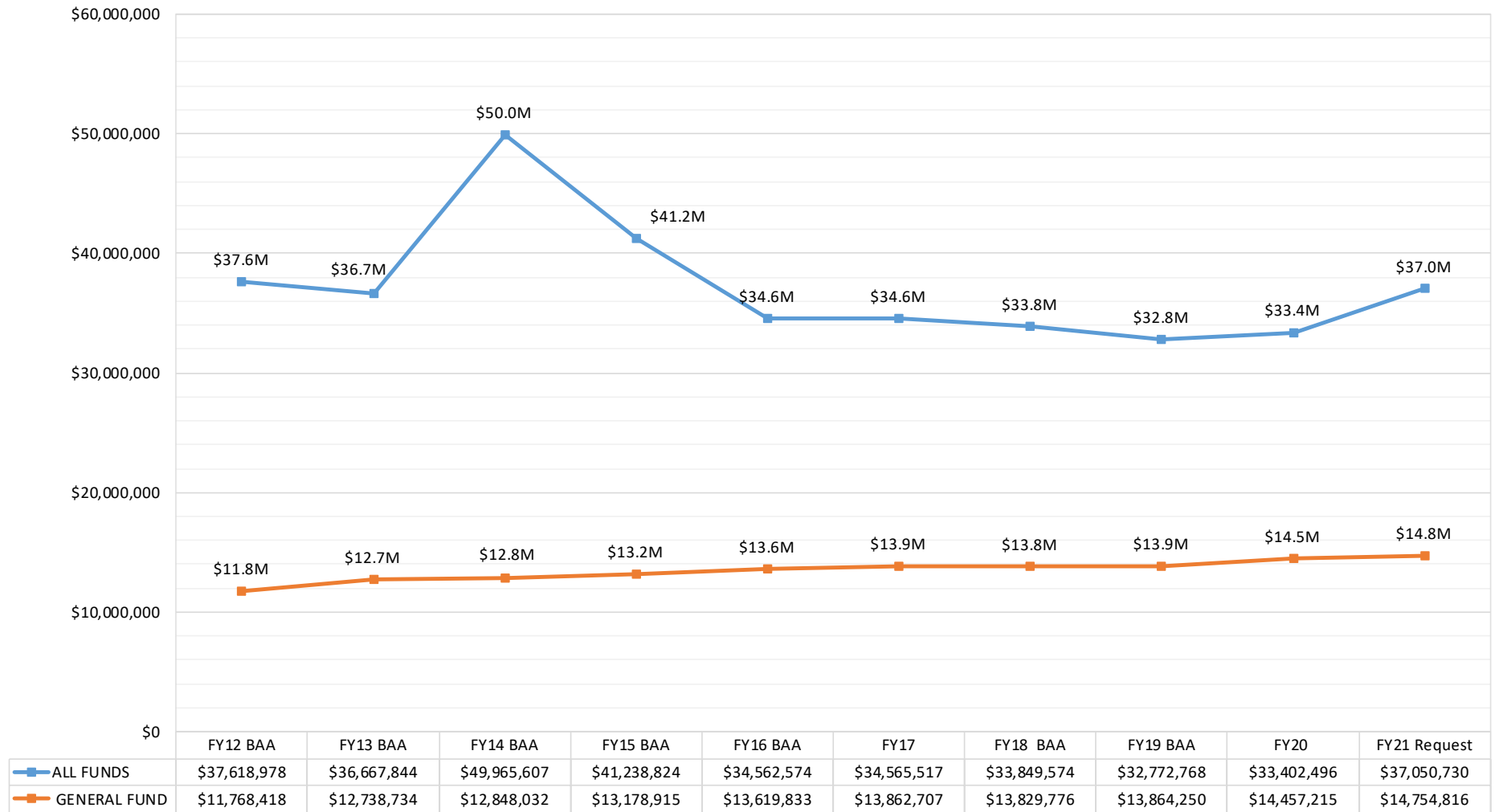


Strengthen Vibrant Regional Economies & Ecosystems

Focus on place-making to develop and celebrate a shared vision across regional communities and economies, and provide the tools to build and maintain modern infrastructure.

2020 Initiatives					
Community Investment Package (H. 782)		\$1 M Vermont Housing Incentive Program Create housing provider grants to bring unsafe, blighted and vacant rental units up to code and back online	\$350,000 Make Developing Housing in Designated Centers Easier - Best practice zoning to encourage small scale residential development \$300,000 for municipal planning assistance for inclusive housing development \$50,000 for missing middle housing developer and landlord training	\$1.4 M Increase the Downtown and Village Center Tax Credit Set a new \$4 million annual cap, the largest increase to the Downtown and Village Center Tax Credit in history	\$250,000 ‘Better Places’ Crowd-Granting Program Establish a framework to leverage funding from private foundations and individuals for ‘placemaking’ in designated centers
Accelerate Business Growth and Recruitment (H. 642, H. 641, H. 676)		\$1 M Capital Investment Loan Pilot Program \$1 million appropriation for the Capital Investment Loan Pilot Program, a new convertible VEDA loan product to encourage small businesses to create jobs in Vermont - Sets specific job and capital expenditure targets, that if met, reduce the loan	\$3 M Vermont Investment Incentive Program - Create a new incentive that encourages regionally-significant businesses to continue to invest in Vermont - Will allow businesses with at least 100 employees, who are also projecting \$20 million in capital expenditures or more, to apply for an “investment incentive” - Reserves \$3 million for the new program	\$1 M Technology Based Economic Development - Stimulates research and development in Vermont high-tech companies - Encourages Vermont small businesses to apply for federal Small Business Innovation Research grants with a matching program	\$3.15 M Clean Grid Modernization Growth Incentive - Enact recommendations from Governor Scott’s Climate Commission to grow climate businesses \$2 million seed capital fund \$250,000 clean grid optimization pilot \$400,000 in deferred revenue from tax incentives \$500,000 to facilitate a new fully-refundable R&D tax credit
Market Vermont		\$250,000 Economic Development Marketing Program Continue and expand the ThinkVermont campaign and other worker recruitment efforts	\$500,000 Increase Vermont Department of Tourism and Marketing Promotional Budget	\$250,000 Promotion of Outdoor Recreation Opportunities Promotion of fishing and hunting license sales and state park visitation	
Strengthen Regional Economies (H. 642, H. 782)		Zero General Fund Project Based Economic Development Financing (H. 642) A new small, rural town financing mechanism that supports the creation of basic infrastructure tied to smaller economic development opportunities			Zero General Fund Enact Act 250 and Permitting Reforms - Act 194 industrial park master permitting recommendations - Act 250 exemptions for designated downtowns, villages and centers (H. 782)
Miscellaneous		- Purchase the Main Street Redevelopment Site in Newport City to facilitate construction of a new court house and multi-use building (\$1.5 million capital bill appropriation) (Capital Bill) \$25,000 for the USS Vermont Commissioning (Budget Adjustment) - Enable the Northern Border Regional Commission to utilize, and fully pay for, Vermont’s benefit system to attract talent (no cost) - Modernize the New Worker Relocation Grant Program to include remote workers (no cost) (S. 256) - Exempt housing in federally designated Opportunity Zones from capital gains taxes when used for primary residences			

ACCD Budget - 10 Year History



Notes: FY2012 Federal ARRA funding & Neighborhood Stabilization Program ended
FY2014 Federal HUD Disaster Recovery Funds received (Tropical Storm Irene)
FY2021 Interdepartment Transfer increase of \$2.4M to administer VW Mitigation Funds

Agency of Commerce and Community Development

SECRETARY

Lindsay Kurrle

DEPUTY SECRETARY

Ted Brady

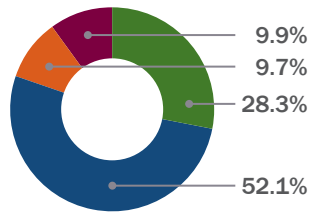
STAFF: 80 (FY 2020)



FY 2021

TOTAL BUDGET

\$37,050,730



● \$10,467,280
Department of
Economic Development

● \$19,309,220
Department of
Housing and Community
Development

● \$3,597,399
Department of Tourism
and Marketing (includes
Chief Marketing Office)

● \$3,676,831
Administration

FY 2019 Major Department Highlights

Department of Economic Development

STAFF: 22



\$5.0 M

FY 2021 Proposed
General Fund
Appropriation



371

New Vermonters
(140 remote workers;
231 family members)



41

Business
Creations



94

Business
Expansions



1,638

Vermont Employees
Approved for Training

Department of Housing and Community Development

STAFF: 32



\$2.9 M

FY 2021 Proposed General
Fund Appropriation



\$19.6 M

Program Dollars
Invested



\$160.9 M

Total Dollars
Leveraged



5,199

Housing Units
Created or Preserved

Department of Tourism and Marketing

STAFF: 9



13.5 M

Visitors (includes
overnight, day and
drive-through visitors)



\$2.9 B

Visitor Spending at
Attractions, Lodging and
Dining Establishments



\$374 M

Total Tax Revenue
Generated by
Tourism Activity



32,484

Jobs in the
Tourism Industry

FY 2021

PROPOSED GENERAL
FUND APPROPRIATION:

\$14.8 M

BUDGET

\$37,050,730

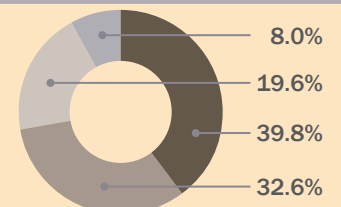
- General Funds
- Federal Funds
- Special Funds
- All Other Funds

\$14,754,816

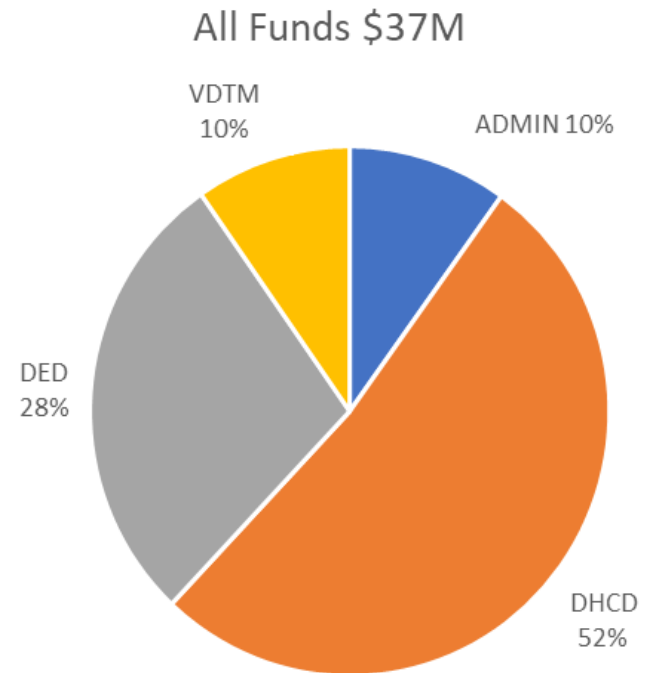
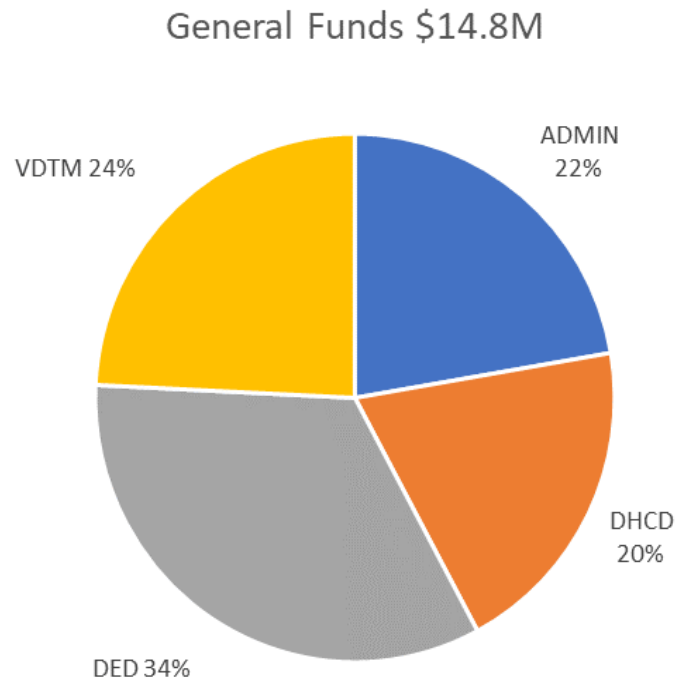
\$12,074,736

\$7,275,305

\$2,945,873



ACCD – FY21 Budget by Department



**Agency of Commerce and Community Development
Agency 3 Year Summary by Department**

	FY 2021 Position Count	FY 2019 Actual	FY 2019 Budget As Passed	FY 2020 Budget As Passed	FY 2020 BAA	FY 2021 Governor Recommend
Department						
ACCD Administration	13	\$3,365,462	\$3,544,379	\$3,697,790	\$3,697,790	\$3,676,831
Economic Development	22	\$8,501,275	\$9,970,832	\$10,341,110	\$10,341,110	\$10,467,280
Housing and Community Development	32	\$17,740,696	\$15,590,575	\$16,275,891	\$16,275,891	\$19,309,220
Tourism & Marketing	13	\$2,960,196	\$3,666,982	\$3,087,705	\$3,087,705	\$3,597,399
Total	80	\$32,567,629	\$32,772,768	\$33,402,496	\$33,402,496	\$37,050,730
Fund Type						
General Funds		\$14,311,393	\$13,864,250	\$14,457,215	\$14,457,215	\$14,754,816
Federal Funds		\$11,510,871	\$10,530,056	\$11,592,110	\$11,592,110	\$12,074,736
Special Fund		\$6,600,160	\$7,617,106	\$6,830,583	\$6,830,583	\$7,275,305
IDT Funds		\$114,011	\$110,751	\$522,588	\$522,588	\$2,945,873
Enterprise Funds		\$31,194	\$650,605	\$0	\$0	\$0
Total		\$32,567,629	\$32,772,768	\$33,402,496	\$33,402,496	\$37,050,730

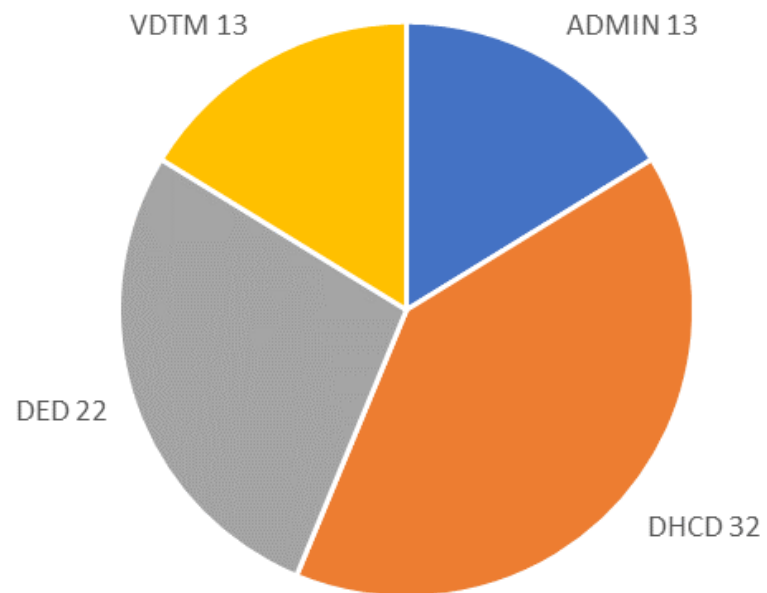
AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT
FUND CHANGES FY20 TO FY21

Fund Source	FY 2020 As Passed Budget	FY 2020 BAA Recommend	Increase/ (Decrease) As Passed to FY19 BAA Rec.	FY 2021 Governor's Recommend	Increase/ (Decrease) From FY 20 As Passed	FY 2021 % Incr/-Decr Over FY 20 As Passed
General Fund	\$14,457,215	\$14,457,215	\$0	\$14,754,816	\$297,601	2.1%
Federal Fund	\$11,592,110	\$11,592,110	\$0	\$12,074,736	\$482,626	4.2%
Special Fund	\$6,830,583	\$6,830,583	\$0	\$7,275,305	\$444,722	6.5%
Inter-department Transfer Fund	\$522,588	\$522,588	\$0	\$2,945,873	\$2,423,285	463.7%
Total ACCD	\$33,402,496	\$33,402,496	\$0	\$37,050,730	\$3,648,234	10.9%

Agency of Commerce and Community Development
FY 2021 Summary Budget Changes by Fund
(For Detail by Dept. See *Budget Development Forms*)

FY 20 General Fund As Passed	\$14,457,215
	\$0
FY 20 Amended General Fund	\$14,457,215
Salary/Benefits net increase	\$464,585
Workers' Compensation net increase	\$14,486
Contractual Services net increase	\$5,466
National Life rent decrease	(\$96,928)
Internal Service Fees net increase (Insurances, VISION, ADS Allocated Fee, HR Services)	\$30,281
Reduction in projected ADS staffing costs	(\$55,735)
Miscellaneous Operating costs net decrease	(\$77,867)
Grants Increase -net	\$13,313
<i>Total Increase</i>	\$297,601
FY 21 General Fund Request	\$14,754,816
FY 20 Federal Fund As Passed	\$11,592,110
Salary/Benefits net decrease	(\$21,749)
Workers' Compensation net increase	\$3,339
Contractual services net increase -VT Outdoor Recreation - new, miscellaneous reductions	\$112,821
Internal Service Fees net increase (Insurances, VISION, ADS Allocated Fee, HR Services)	\$6,272
Miscellaneous Operating costs net decrease	(\$134,463)
HUD -CDBG Grants spending authority adjustment	\$300,906
VT Outdoor Recreation (NBRC) grants -new	\$215,500
<i>Total Increase</i>	\$482,626
FY 21 Federal Fund Request	\$12,074,736
FY 20 Special Fund As Passed	\$6,830,583
Salary/Benefits net increase	\$179,324
Workers' Compensation net increase	\$2,014
Contractual Services net increase	\$54,259
Internal Service Fees net increase (Insurances, VISION, ADS Allocated Fee, HR Services)	\$28,799
Miscellaneous Operating costs net increase	\$122,004
Downtown Transportation & Capital Imp. Fund spending authority reduction	(\$1,148)
Historic Preservation Windham Mitigation	\$20,250
Disaster Recovery Buyout Grants spending authority adjustment	(\$780)
Newport Economic Dev. EB-5 Settlement (\$20,000 per year for 5 years) spending authority adjustment	\$40,000
<i>Total Increase</i>	\$444,722
FY 21 Special Fund Request	\$7,275,305
FY 20 Interdepartmental Transfer Fund As Passed	\$522,588
Contractual Services net increase	\$54,286
Community Planning & Revitalization VW Mitigation Funds from Agency of Natural Resources	\$2,422,000
AOT Municipal Parcel Mapping -completed work	(\$23,001)
ANR Electric Vehicle Charging Equipment -completed work	(\$30,000)
<i>Total Increase</i>	\$2,423,285
FY 21 Interdepartmental Transfer Fund Request	\$2,945,873
Total FY 21 Budget Increase	\$3,648,234
Total FY 21 Governor's Recommend	\$37,050,730

ACCD - FY21 Positions Count by Department - 80



**Agency of Commerce and Community Development
FY 2021 Staffing Changes**

Administration	
Total No. of Positions FY 2019	16
Admin. Services Coordinator I transferred to CMO Program from HCD	1
Total No. of Positions FY 2020	17
Transfer CMO/Think VT positions to T&M	(4)
Total No. of Positions FY 2021	13
Economic Development	
Total No. of Positions FY 2019	22
Total No. of Positions FY 2020	22
Total No. of Positions FY 2021	22
Housing and Community Development	
Total No. of Positions FY 2019	33
Admin. Services Coordinator 1 transferred to CMO Program	(1)
Total No. of Positions FY 2020	32
Total No. of Positions FY 2021	32
Tourism and Marketing	
Total No. of Positions FY 2019	8
Economic Development Digital Marketing Specialist -position pool -new	1
Total No. of Positions FY 2020	9
Transfer CMO/Think VT positions from Administration	4
Total No. of Positions FY 2021	13
AGENCY TOTALS	
Total No. of Positions FY 2019	79
Total No. of Positions FY 2020	80
Total No. of Authorized Positions FY 2021	80

Agency of Commerce & Community Development
FY19 Actual Vacancy Rates and FY21 Budgeted Vacancy Rates

ACCD Departments/Divisions	FY19 Actual Vacancy Rate	FY21 Budgeted Vacancy Savings
	(ALL FUNDS)	(ALL FUNDS)
Administration	2.7%	1.0%
Housing & Community Development	-0.9%	4.0%
Economic Development	0.3%	3.1%
Tourism & Marketing	2.5%	1.4%

State of Vermont

FY2021 Governor's Recommended Budget: Budget Rollup

Organization: 07 - Commerce and Community Development

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Salaries and Wages	5,674,395	5,712,893	5,712,893	5,999,984	287,091	5.0%
Fringe Benefits	2,669,954	2,933,745	2,933,745	3,117,491	183,746	6.3%
Contracted and 3rd Party Service	757,775	2,281,693	2,281,693	2,512,766	231,073	10.1%
PerDiem and Other Personal Services	16,046	157,523	157,523	328,685	171,162	108.7%
Budget Object Group Total: 1. PERSONAL SERVICES	9,118,170	11,085,854	11,085,854	11,958,926	873,072	7.9%

Budget Object Group: 2. OPERATING

Budget Object Rollup Name						
Equipment	46,319	48,342	48,342	43,216	(5,126)	-10.6%
IT/Telecom Services and Equipment	787,332	941,955	941,955	896,163	(45,792)	-4.9%
Travel	205,529	264,525	264,525	204,587	(59,938)	-22.7%
Supplies	138,714	133,939	133,939	154,461	20,522	15.3%
Other Purchased Services	2,531,625	2,701,670	2,701,670	2,707,687	6,017	0.2%
Other Operating Expenses	163,178	161,563	161,563	155,025	(6,538)	-4.0%
Rental Other	26,121	24,639	24,639	25,939	1,300	5.3%
Rental Property	354,233	408,510	408,510	311,582	(96,928)	-23.7%
Property and Maintenance	121,747	130,995	130,995	133,895	2,900	2.2%
Repair and Maintenance Services	14,400	28,192	28,192	33,197	5,005	17.8%
Rentals	10,309	13,656	13,656	10,356	(3,300)	-24.2%
Budget Object Group Total: 2. OPERATING	4,399,507	4,857,986	4,857,986	4,676,108	(181,878)	-3.7%

Budget Object Group: 3. GRANTS

		FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Budget Object Rollup Name	FY2019 Actuals					
Grants Rollup	19,049,952	17,458,656	17,458,656	20,415,696	2,957,040	16.6%
Budget Object Group Total: 3. GRANTS	19,049,952	17,458,656	17,458,656	20,415,696	2,957,040	16.6%
Total Expenses	32,567,629	33,402,496	33,402,496	37,050,730	3,648,234	10.9%
		FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Fund Name	FY2019 Actuals					
General Funds	14,311,393	14,457,215	14,457,215	14,754,816	297,601	2.1%
Special Fund	6,600,160	6,830,583	6,830,583	7,275,305	444,722	6.5%
Federal Funds	11,510,871	11,592,110	11,592,110	12,074,736	482,626	4.2%
IDT Funds	114,011	522,588	522,588	2,945,873	2,423,285	463.7%
Enterprise Funds	31,194	0	0	0	0	0.0%
Funds Total	32,567,629	33,402,496	33,402,496	37,050,730	3,648,234	10.9%
Position Count				80		
FTE Total				79.8		

State of Vermont
FY2021 Governor's Recommended Budget: Detail Report

Organization: 07 - Commerce and Community Development

Budget Object Group: 1. PERSONAL SERVICES

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Salaries and Wages							
Description	Code						
Classified Employees	500000	5,660,359	3,966,851	3,966,851	4,150,049	183,198	4.6%
Exempt	500010	0	1,768,481	1,768,481	1,830,857	62,376	3.5%
Temporary Employees	500040	0	231,915	231,915	263,900	31,985	13.8%
Overtime	500060	14,035	7,000	7,000	7,000	0	0.0%
Vacancy Turnover Savings	508000	0	(261,354)	(261,354)	(251,822)	9,532	-3.6%
Total: Salaries and Wages		5,674,395	5,712,893	5,712,893	5,999,984	287,091	5.0%
Fringe Benefits							
Description	Code						
FICA - Classified Employees	501000	414,391	303,462	303,462	317,490	14,028	4.6%
FICA - Exempt	501010	0	134,825	134,825	139,397	4,572	3.4%
Health Ins - Classified Empl	501500	1,181,612	901,006	901,006	951,047	50,041	5.6%
Health Ins - Exempt	501510	0	361,886	361,886	335,240	(26,646)	-7.4%
Retirement - Classified Empl	502000	956,926	819,135	819,135	871,512	52,377	6.4%
Retirement - Exempt	502010	0	282,887	282,887	350,624	67,737	23.9%
Dental - Classified Employees	502500	63,998	51,181	51,181	50,996	(185)	-0.4%
Dental - Exempt	502510	0	16,207	16,207	15,884	(323)	-2.0%
Life Ins - Classified Empl	503000	19,138	14,629	14,629	15,835	1,206	8.2%
Life Ins - Exempt	503010	0	6,018	6,018	6,965	947	15.7%
LTD - Classified Employees	503500	4,175	1,039	1,039	1,068	29	2.8%
LTD - Exempt	503510	0	4,068	4,068	4,212	144	3.5%
EAP - Classified Empl	504000	2,316	1,861	1,861	1,952	91	4.9%
EAP - Exempt	504010	0	589	589	608	19	3.2%
Employee Tuition Costs	504530	0	1,200	1,200	1,200	0	0.0%
Workers Comp - Ins Premium	505200	15,162	21,395	21,395	41,234	19,839	92.7%
Unemployment Compensation	505500	10,282	8,280	8,280	8,280	0	0.0%
Catamount Health Assessment	505700	1,954	4,077	4,077	3,947	(130)	-3.2%
Total: Fringe Benefits		2,669,954	2,933,745	2,933,745	3,117,491	183,746	6.3%

			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Contracted and 3rd Party Service		FY2019 Actuals					
Description	Code						
Contr&3Rd Party-Fulfillment	507020	1,000	0	0	0	0	0.0%
Contr & 3Rd Party - Financial	507100	0	68,619	68,619	46,722	(21,897)	-31.9%
Contr&3Rd Pty-Educ & Training	507350	1,400	148,500	148,500	148,500	0	0.0%
IT Contracts - Servers	507543	32,230	38,840	38,840	42,380	3,540	9.1%
Creative/Development	507561	0	82,350	82,350	95,000	12,650	15.4%
Advertising/Marketing-Other	507563	314,511	222,109	222,109	205,000	(17,109)	-7.7%
Media-Planning/Buying	507564	108,199	90,300	90,300	100,000	9,700	10.7%
IT Contracts - Application Development	507565	17,125	48,112	48,112	30,000	(18,112)	-37.6%
IT Contracts - Application Support	507566	36,225	18,112	18,112	36,224	18,112	100.0%
Other Contr and 3Rd Pty Serv	507600	246,087	1,564,751	1,564,751	1,808,940	244,189	15.6%
Recording & Other Fees	507620	998	0	0	0	0	0.0%
Total: Contracted and 3rd Party Service		757,775	2,281,693	2,281,693	2,512,766	231,073	10.1%
PerDiem and Other Personal Services							
Description	Code						
Per Diem	506000	12,100	12,940	12,940	12,949	9	0.1%
Other Pers Serv	506200	3,891	144,533	144,533	315,686	171,153	118.4%
Service of Papers	506240	55	50	50	50	0	0.0%
Total: PerDiem and Other Personal Services		16,046	157,523	157,523	328,685	171,162	108.7%
Total: 1. PERSONAL SERVICES		9,118,170	11,085,854	11,085,854	11,958,926	873,072	7.9%

Budget Object Group: 2. OPERATING

Equipment							
Description	Code						
Hardware - Desktop & Laptop Pc	522216	22,002	34,592	34,592	30,415	(4,177)	-12.1%
Hw - Printers,Copiers,Scanners	522217	100	0	0	0	0	0.0%
Software - Application Support	522284	0	850	850	0	(850)	-100.0%
Software - Desktop	522286	1,138	2,100	2,100	300	(1,800)	-85.7%
Other Equipment	522400	13,275	9,600	9,600	10,301	701	7.3%
Furniture & Fixtures	522700	9,805	1,200	1,200	2,200	1,000	83.3%
Total: Equipment		46,319	48,342	48,342	43,216	(5,126)	-10.6%

IT/Telecom Services and Equipment		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Description	Code						
ADS VOIP Expense	516605	19,652	0	0	9,253	9,253	100.0%
Telecom-Toll Free Phone Serv	516657	80	1,100	1,100	100	(1,000)	-90.9%
Telecom-Conf Calling Services	516658	588	750	750	688	(62)	-8.3%
Telecom-Wireless Phone Service	516659	17,846	21,070	21,070	20,878	(192)	-0.9%
ADS Enterp App Supp SOV Emp Exp	516660	97,220	105,440	105,440	116,452	11,012	10.4%
ADS App Support SOV Emp Exp	516661	431,951	575,511	575,511	519,776	(55,735)	-9.7%
It Intsvccost-Vision/Isdassess	516671	104,675	102,482	102,482	93,955	(8,527)	-8.3%
ADS Centrex Exp.	516672	30,839	20,940	20,940	19,174	(1,766)	-8.4%
ADS Allocation Exp.	516685	72,486	97,186	97,186	107,297	10,111	10.4%
Software as a Service	519085	6,347	6,486	6,486	0	(6,486)	-100.0%
Hw-Personal Mobile Devices	522258	5,647	10,990	10,990	8,590	(2,400)	-21.8%
Total: IT/Telecom Services and Equipment		787,332	941,955	941,955	896,163	(45,792)	-4.9%

Other Operating Expenses							
Description	Code						
Single Audit Allocation	523620	14,229	22,214	22,214	22,126	(88)	-0.4%
Registration & Identification	523640	996	430	430	580	150	34.9%
Taxes	523660	9,653	9,000	9,000	9,000	0	0.0%
Bank Service Charges	524000	7,813	6,760	6,760	160	(6,600)	-97.6%
Refund To Non-State Agencies	525150	0	0	0	0	0	0.0%
Cost of Freight	525160	16	0	0	0	0	0.0%
Cost of Property Mgmt Services	525280	238	0	0	0	0	0.0%
Cost of Stock Items Sold	525290	130,233	123,159	123,159	123,159	0	0.0%
Total: Other Operating Expenses		163,178	161,563	161,563	155,025	(6,538)	-4.0%

Other Purchased Services		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	74,940	81,226	81,226	82,424	1,198	1.5%
Insurance - General Liability	516010	16,392	48,500	48,500	79,779	31,279	64.5%
Dues	516500	133,903	122,322	122,322	109,390	(12,932)	-10.6%
Licenses	516550	420	0	0	420	420	100.0%
Telecom-Mobile Wireless Data	516623	14,036	16,001	16,001	14,980	(1,021)	-6.4%
Telecom-Telephone Services	516652	759	900	900	900	0	0.0%
Advertising-Tv	516811	28,000	15,000	15,000	15,000	0	0.0%
Advertising-Radio	516812	14,968	9,500	9,500	8,000	(1,500)	-15.8%
Advertising-Print	516813	121,610	244,415	244,415	131,150	(113,265)	-46.3%
Advertising-Web	516814	1,261,756	1,221,712	1,221,712	1,296,567	74,855	6.1%
Advertising-Other	516815	30,878	3,000	3,000	20,000	17,000	566.7%
Advertising - Out of Home	516817	0	90,288	90,288	0	(90,288)	-100.0%
Advertising - Job Vacancies	516820	800	2,870	2,870	2,870	0	0.0%
Client Meetings	516855	4,572	1,650	1,650	5,200	3,550	215.2%
Trade Shows & Events	516870	337,827	359,355	359,355	366,825	7,470	2.1%
Giveaways	516871	2,290	100	100	100	0	0.0%
Sponsorships	516872	191,487	34,940	34,940	34,940	0	0.0%
Photography	516875	17,815	14,100	14,100	7,500	(6,600)	-46.8%
Printing and Binding	517000	2,342	6,243	6,243	4,128	(2,115)	-33.9%
Printing & Binding-Bgs Copy Ct	517005	4,040	2,135	2,135	1,575	(560)	-26.2%
Printing-Promotional	517010	25,310	23,320	23,320	27,050	3,730	16.0%
Photocopying	517020	85	0	0	0	0	0.0%
Registration For Meetings&Conf	517100	45,634	57,664	57,664	79,111	21,447	37.2%
Training - Info Tech	517110	2,997	650	650	0	(650)	-100.0%
Postage	517200	28,210	41,092	41,092	26,142	(14,950)	-36.4%
Postage - Bgs Postal Svcs Only	517205	3,053	3,105	3,105	2,864	(241)	-7.8%
Freight & Express Mail	517300	32,104	32,650	32,650	30,647	(2,003)	-6.1%
Instate Conf, Meetings, Etc	517400	25,702	800	800	5,100	4,300	537.5%
Outside Conf, Meetings, Etc	517500	425	175	175	175	0	0.0%
Other Purchased Services	519000	44,350	208,849	208,849	275,787	66,938	32.1%
Human Resources Services	519006	48,442	49,907	49,907	70,613	20,706	41.5%
Brochure Distribution	519030	16,477	8,951	8,951	8,000	(951)	-10.6%
Moving State Agencies	519040	0	250	250	450	200	80.0%
Total: Other Purchased Services		2,531,625	2,701,670	2,701,670	2,707,687	6,017	0.2%

			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Property and Maintenance		FY2019 Actuals					
Description	Code						
Water/Sewer	510000	12,984	12,000	12,000	12,000	0	0.0%
Rubbish Removal	510210	6,194	5,200	5,200	5,200	0	0.0%
Snow Removal	510300	28,370	34,637	34,637	34,637	0	0.0%
Custodial	510400	3,168	2,756	2,756	2,756	0	0.0%
Other Property Mgmt Services	510500	380	0	0	0	0	0.0%
Lawn Maintenance	510520	31,637	40,245	40,245	40,245	0	0.0%
Repair & Maint - Buildings	512000	24,188	19,886	19,886	19,886	0	0.0%
Plumbing & Heating Systems	512010	3,783	8,000	8,000	8,000	0	0.0%
Repair & Maint - Office Tech	513010	11,043	8,271	8,271	11,171	2,900	35.1%
Total: Property and Maintenance		121,747	130,995	130,995	133,895	2,900	2.2%
Rental Other							
Description	Code						
Rental - Auto	514550	7,724	7,100	7,100	8,400	1,300	18.3%
Rental - Other	515000	18,397	17,539	17,539	17,539	0	0.0%
Total: Rental Other		26,121	24,639	24,639	25,939	1,300	5.3%
Rental Property							
Description	Code						
Rent Land & Bldgs-Office Space	514000	338,368	389,677	389,677	303,029	(86,648)	-22.2%
Rent Land&Bldgs-Non-Office	514010	15,865	18,833	18,833	8,553	(10,280)	-54.6%
Total: Rental Property		354,233	408,510	408,510	311,582	(96,928)	-23.7%

Supplies		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Description	Code						
Office Supplies	520000	10,150	9,790	9,790	11,390	1,600	16.3%
Vehicle & Equip Supplies&Fuel	520100	462	0	0	0	0	0.0%
Gasoline	520110	5,859	6,254	6,254	6,900	646	10.3%
Diesel	520120	324	750	750	750	0	0.0%
Building Maintenance Supplies	520200	1,405	2,000	2,000	2,000	0	0.0%
Plumbing, Heating & Vent	520210	509	3,500	3,500	3,500	0	0.0%
Heating & Ventilation	520211	51	0	0	0	0	0.0%
Small Tools	520220	238	200	200	200	0	0.0%
Electrical Supplies	520230	660	500	500	500	0	0.0%
Other General Supplies	520500	8,474	10,819	10,819	11,000	181	1.7%
It & Data Processing Supplies	520510	2,076	2,951	2,951	3,864	913	30.9%
Cloth & Clothing	520520	0	500	500	500	0	0.0%
Photo Supplies	520560	17,921	0	0	10,612	10,612	100.0%
Agric, Hort, Wildlife	520580	1,446	1,200	1,200	1,200	0	0.0%
Fire, Protection & Safety	520590	1,184	1,600	1,600	1,600	0	0.0%
Food	520700	83	90	90	90	0	0.0%
Electricity	521100	31,907	28,000	28,000	28,000	0	0.0%
Heating Oil #2 - Uncut	521220	8,708	10,800	10,800	10,800	0	0.0%
Propane Gas	521320	7,327	11,200	11,200	11,200	0	0.0%
Books&Periodicals-Library/Educ	521500	740	669	669	560	(109)	-16.3%
Subscriptions	521510	14,347	6,100	6,100	16,364	10,264	168.3%
Subscriptions Other Info Serv	521515	24,270	37,016	37,016	33,431	(3,585)	-9.7%
Other Books & Periodicals	521520	25	0	0	0	0	0.0%
Paper Products	521820	549	0	0	0	0	0.0%
Total: Supplies		138,714	133,939	133,939	154,461	20,522	15.3%

			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Travel		FY2019 Actuals					
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	37,644	39,925	39,925	38,115	(1,810)	-4.5%
Travel-Inst-Other Transp-Emp	518010	17,117	24,005	24,005	9,610	(14,395)	-60.0%
Travel-Inst-Meals-Emp	518020	2,599	3,345	3,345	3,120	(225)	-6.7%
Travel-Inst-Lodging-Emp	518030	7,220	7,514	7,514	6,930	(584)	-7.8%
Travel-Inst-Incidentals-Emp	518040	757	1,125	1,125	2,225	1,100	97.8%
Travel-Inst-Auto Mileage-Nonemp	518300	14,203	13,683	13,683	15,171	1,488	10.9%
Travel-Inst-Other Trans-Nonemp	518310	2,289	100	100	2,300	2,200	2,200.0%
Travel-Inst-Meals-Nonemp	518320	3,385	3,660	3,660	675	(2,985)	-81.6%
Travel-Inst-Lodging-Nonemp	518330	1,285	375	375	1,175	800	213.3%
Travel-Inst-Incidentals-Nonemp	518340	0	15	15	0	(15)	-100.0%
Travel-Outst-Auto Mileage-Emp	518500	3,239	12,670	12,670	9,542	(3,128)	-24.7%
Travel-Outst-Other Trans-Emp	518510	36,329	55,434	55,434	38,519	(16,915)	-30.5%
Travel-Outst-Meals-Emp	518520	8,617	14,953	14,953	11,243	(3,710)	-24.8%
Travel-Outst-Lodging-Emp	518530	57,518	75,811	75,811	52,142	(23,669)	-31.2%
Travel-Outst-Incidentals-Emp	518540	5,809	9,610	9,610	8,520	(1,090)	-11.3%
Travel-Outst-Other Trans-Nonemp	518710	6,245	2,300	2,300	4,000	1,700	73.9%
Travel-Outst-Meals-Nonemp	518720	167	0	0	0	0	0.0%
Travel-Outst-Lodging-Nonemp	518730	1,038	0	0	1,300	1,300	100.0%
Travel-Outst-Incidentals-Nonemp	518740	70	0	0	0	0	0.0%
Total: Travel		205,529	264,525	264,525	204,587	(59,938)	-22.7%
Repair and Maintenance Services							
Description	Code						
Software-Repair&Maint-Servers	513056	14,400	27,179	27,179	30,697	3,518	12.9%
Software-Repair&Maint-Desktop	513058	0	1,013	1,013	2,500	1,487	146.8%
Total: Repair and Maintenance Services		14,400	28,192	28,192	33,197	5,005	17.8%
Rentals							
Description	Code						
Software-License-Servers	516557	10,309	10,356	10,356	10,356	0	0.0%
Software-License-DeskLaptop PC	516559	0	3,300	3,300	0	(3,300)	-100.0%
Total: Rentals		10,309	13,656	13,656	10,356	(3,300)	-24.2%
Total: 2. OPERATING		4,399,507	4,857,986	4,857,986	4,676,108	(181,878)	-3.7%

Budget Object Group: 3. GRANTS

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Grants Rollup							
Description	Code						
Grants To Municipalities	550000	9,349,408	7,483,353	7,483,353	7,917,768	434,415	5.8%
Gr, Awards, Scholarships&Loans	550200	16,500	0	0	0	0	0.0%
Grants	550220	4,636,993	4,968,521	4,968,521	7,359,741	2,391,220	48.1%
Other Grants	550500	5,047,051	5,006,782	5,006,782	5,138,187	131,405	2.6%
Total: Grants Rollup		19,049,952	17,458,656	17,458,656	20,415,696	2,957,040	16.9%
Total: 3. GRANTS		19,049,952	17,458,656	17,458,656	20,415,696	2,957,040	16.9%

Total Expenses:	32,567,629	33,402,496	33,402,496	37,050,730	3,648,234	10.9%
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		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Grants Rollup							
Fund Name	Fund Code						
General Fund	10000	14,311,393	14,457,215	14,457,215	14,754,816	297,601	2.1%
Misc Fines & Penalties	21054	47,717	141,000	141,000	176,891	35,891	25.5%
Captive Insurance Reg & Suprv	21085	530,350	530,350	530,350	530,350	0	0.0%
Historic Sites Special Fund	21325	536,441	540,128	540,128	600,513	60,385	11.2%
Municipal & Regional Planning	21330	3,370,083	3,381,899	3,381,899	3,381,899	0	0.0%
Inter-Unit Transfers Fund	21500	114,011	522,588	522,588	2,945,873	2,423,285	463.7%
Conference Fees & Donations	21525	3,060	20,000	20,000	20,000	0	0.0%
Downtown Trans & Capital Impro	21575	200,881	423,966	423,966	424,459	493	0.1%
ACCD-Mobile Home Park Laws	21819	78,282	79,500	79,500	79,820	320	0.4%
ACCD-Miscellaneous Receipts	21820	98,091	416,740	416,740	676,744	260,004	62.4%
Windham County Development Fund	21898	1,629,878	1,000,000	1,000,000	1,000,000	0	0.0%
Archeology Operations	21918	0	17,000	17,000	104,629	87,629	515.5%
EB-5 Special Fund	21919	5,377	80,000	80,000	80,000	0	0.0%
Clean Water Fund	21932	100,000	200,000	200,000	200,000	0	0.0%
Federal Revenue Fund	22005	10,107,759	11,592,110	11,592,110	11,774,736	182,626	1.6%
DHCD-CDBG Program Income Fund	22060	1,403,112	0	0	300,000	300,000	0.0%
Vermont Life Magazine Fund	50400	31,194	0	0	0	0	0.0%
Funds Total:		32,567,629	33,402,496	33,402,496	37,050,730	3,648,234	10.9%

Position Count					80		
FTE Total					79.8		

Agency of Commerce and Community Development

FY 2021 Request

Grant Itemization Form

DEPARTMENT - Administration										
Appropriation Name	Grant Title	Grantee	FY 20 As Passed	Incr(Decr)	FY 21 Request	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Administration	VT Sustainable Jobs Fund	VT Sustainable Jobs Fund	213,307	11,693	225,000	225,000	0	0	0	Pass-thru to support program.
	VT Council on Rural Development	VT Council on Rural Develop	89,320	0	89,320	89,320	0	0	0	Pass-thru to support program.
	UVM Data Center -Rural Studies	UVM Data Center	50,000	0	50,000	50,000	0	0	0	Pass-thru to support rural studies research.
	VT Outdoor Recreation Program	Various entities	0	215,500	215,500	0	0	215,500	0	Supports VT Outdoor Recreation Program
TOTAL Grants FY21			352,627	227,193	579,820	364,320	0	215,500	0	
DEPARTMENT - Housing and Community Development										
Appropriation Name	Grant Title	Grantee	FY 20 As Passed	Incr(Decr)	FY 21 Request	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Housing and Community Dev.	Mobile Home Park Program	Mediators	4,000	0	4,000	0	4,000	0	0	Pays for mediation fees.
	HOME Investment Partnership	VT Housing Conserv Board	255,692	0	255,692	0	0	255,692	0	Pass-thru to support admin costs under the HOME program.
	First Stop	CVOEO	72,000	3,000	75,000	75,000	0	0	0	Mobile Home Park client assistance.
	VOREC	Various entities	0	0	0	0	0	0	0	Supports VT Outdoor Recreation Community Development
	Certified Local Government	Municipalities	59,038	613	59,651	0	0	59,651	0	Supports historic bldgs re: planning, surveying & documentation.
	Municipal Planning Assistance	Municipalities	457,482	0	457,482	0	457,482	0	0	Supports individual town planning efforts.
	RPC Block Grants	Various entities	2,924,417	0	2,924,417	0	2,924,417	0	0	Supports individual town planning efforts.
	VHCB Disaster Recovery Buyouts	Various entities	400,000	(780)	399,220	0	399,220	0	0	Supports disaster recovery buyouts not covered by FEMA.
	HP Barn Grant Mitigation Awards	Various entities	0	20,250	20,250	0	20,250	0	0	Supports Windham County Barn Grants
	Parcel Mapping Program	Regional Plan Commissions	23,001	(23,001)	0	0	0	0	0	Supports Statewide Parcel mapping Program.
	ANR -Electric Car Program	Municipalities	30,000	(30,000)	0	0	0	0	0	Supports electric car charging stations throughout VT.
	VW Mitigation Funds	Municipalities	348,000	2,422,000	2,770,000	0	0	0	2,770,000	Supports electric vehicle supply equipment program via ANR
	Better Connections	Municipalities	200,000	0	200,000	0	200,000	0	0	Supports stormwater management strategies
	DT Transportation & Cap Imp Fund	Municipalities	313,345	(1,148)	312,197	0	312,197	0	0	Funds transportation & capital improvements in VT Downtowns.
	CDBG Program Income	Municipalities	0	300,000	300,000	0	0	300,000	0	Planning, housing and economic dev projects -Consolidated Plan.
	Community Develop. Block Grant	Municipalities	6,686,075	293	6,686,368	0	0	6,686,368	0	Planning, housing and economic dev projects -Consolidated Plan.
TOTAL Grants FY21			11,773,050	2,691,227	14,464,277	75,000	4,317,566	7,301,711	2,770,000	
DEPARTMENT - Economic Development										
Appropriation Name	Grant Title	Grantee	FY 20 As Passed	Incr(Decr)	FY 21 Request	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Economic Development	VT Employee Ownership Center	VEOC	69,660	0	69,660	69,660	0	0	0	Pass-thru to support program.
	Small Business Dev Ctr - Bus Support	SBDC	357,400	0	357,400	357,400	0	0	0	Pass-thru supports small business development efforts.
	Job Development Zones	Municipalities	3,450	(1,380)	2,070	2,070	0	0	0	Pays bond interest on notes.
	Entrepreneurship Performance Grants	UVM & VCET	200,000	0	200,000	200,000	0	0	0	Pass-thru to support programs
	RDC Block Grants	Various entities	1,266,104	0	1,266,104	1,266,104	0	0	0	Pass-thru to support economic development state-wide.
	VT Training Program	Various entities	1,207,741	0	1,207,741	1,207,741	0	0	0	Pays for training for VT employees.
	Windham County Development Fund	Various entities	1,000,000	0	1,000,000	0	1,000,000	0	0	Windham Region Economic Response to VY Closing.
	Newport Economic Development	Various entities	20,000	40,000	60,000	0	60,000	0	0	EB-5 Settlement for Newport Economic Development
	EPA - Brownfields Assess & Cleanup	Various entities	992,000	0	992,000	0	0	992,000	0	Used to mitigate Brownfield costs to VT businesses.
	SBA - STEP International Trade	Various entities	94,744	0	94,744	0	0	94,744	0	Technical assistance to increase exportation of VT products.
TOTAL Grants FY21			5,211,099	38,620	5,249,719	3,102,975	1,060,000	1,086,744	0	
DEPARTMENT - Tourism and Marketing										
Appropriation Name	Grant Title	Grantee	FY 20 As Passed	Incr(Decr)	FY 21 Request	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Tourism & Marketing	VT Mountain Bike Assoc	VT Mountain Bike Assoc	26,880	0	26,880	26,880	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.
TOTAL Grants FY21			121,880	0	121,880	121,880	0	0	0	
Agency Grants Request FY21			17,458,656	2,957,040	20,415,696	3,664,175	5,377,566	8,603,955	2,770,000	

State of Vermont

FY2021 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	64,550	31,377	4,938	100,865
670004	540000 - Community Development Spec III	1	1	77,767	40,463	5,950	124,180
670007	060000 - Grants Management Analyst	1	1	70,916	38,997	5,425	115,338
670010	485600 - Procur Tech Asst Counselor II	1	1	57,466	21,519	4,397	83,382
670013	089150 - Financial Director III	1	1	119,170	43,352	9,117	171,639
670015	089080 - Financial Manager I	1	1	70,916	38,995	5,425	115,336
670020	049601 - Grants Management Specialist	0.73	1	54,954	24,582	4,204	83,740
670020	060000 - Grants Management Analyst	0.27		20,325	9,093	1,555	30,973
670022	540000 - Community Development Spec III	1	1	62,547	30,947	4,785	98,279
670023	089060 - Financial Administrator II	1	1	66,847	35,119	5,114	107,080
670024	140300 - State Archeologist	1	1	70,515	38,910	5,393	114,818
670025	550200 - Contracts & Grants Administrat	1	1	79,369	40,807	6,072	126,248
670027	461000 - Marketing Manager	1	1	62,547	22,607	4,785	89,939
670034	063000 - Historic Sites Section Chief	1	1	70,515	32,655	5,394	108,564

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
670035	089230 - Administrative Svcs Cord II	1	1	52,154	34,977	3,990	91,121
670036	540100 - Community Development Spec II	1	1	51,542	11,909	3,944	67,395
670037	071700 - Downtown Program Manager	1	1	68,534	38,485	5,243	112,262
670040	547900 - Planning & Outreach Manager	1	1	68,534	38,485	5,243	112,262
670044	478501 - Senior Travel Marketing Spec	1	1	64,549	23,035	4,938	92,522
670045	089130 - Financial Director I	1	1	95,897	38,313	7,337	141,547
670048	089060 - Financial Administrator II	1	1	76,882	34,018	5,882	116,782
670050	456700 - Director of Grants Management	1	1	93,303	21,071	7,138	121,512
670051	072000 - Senior Hist Pres Review Coord	1	1	72,814	39,402	5,571	117,787
670052	314900 - Benn Monum Hist Site Adm	1	1	72,708	33,125	5,562	111,395
670055	485600 - Procur Tech Asst Counselor II	1	1	57,466	36,115	4,397	97,978
670061	478500 - Travel Marketing Spec III	1	1	55,211	29,376	4,224	88,811
670064	478500 - Travel Marketing Spec III	1	1	51,543	20,250	3,943	75,736
670067	089230 - Administrative Svcs Cord II	1	1	52,154	20,381	3,991	76,526
670068	473300 - Historic Resources Specialist	1	1	60,502	22,169	4,628	87,299
670074	464500 - Procurment Tech Assist Ctr Dir	1	1	74,984	39,867	5,736	120,587

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
670075	858100 - AOT Digital Outreach Coord	1	1	51,543	34,846	3,943	90,332
670082	049100 - Housing Program Coordinator	1	1	74,943	39,859	5,733	120,535
670083	076200 - State Architectural Historian	1	1	70,915	38,996	5,426	115,337
670087	072400 - Historic Sites Regional Admin	1	1	77,114	27,353	5,899	110,366
670088	072400 - Historic Sites Regional Admin	1	1	79,369	27,837	6,072	113,278
670091	072000 - Senior Hist Pres Review Coord	1	1	80,001	40,604	6,120	126,725
670093	469100 - Economic Development Spec II	1	1	53,566	20,683	4,098	78,347
670095	076300 - Commnty Affairs Planning Coord	0.8	1	65,283	31,258	4,995	101,536
670096	089240 - Administrative Svcs Cord III	1	1	70,642	32,682	5,404	108,728
670097	050200 - Administrative Assistant B	1	1	59,553	30,306	4,556	94,415
670099	072100 - Tax Credit & Historic Grants	1	1	68,534	23,889	5,243	97,666
670113	073600 - Economic Development Director	1	1	75,280	25,335	5,759	106,374
670117	089070 - Financial Administrator III	1	1	62,547	37,203	4,785	104,535
670123	478501 - Senior Travel Marketing Spec	1	1	54,705	35,523	4,185	94,413
670127	089120 - Financial Manager III	1	1	70,283	32,768	5,377	108,428
670128	073600 - Economic Development Director	1	1	73,213	24,891	5,600	103,704
670142	472200 - Dir of Comm Plan & Revital	1	1	85,145	42,240	6,514	133,899

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
670146	548200 - Community Plan & Policy Mgr	1	1	60,186	13,761	4,605	78,552
670153	540300 - Senior Economic Development Sp	1	1	58,541	21,749	4,479	84,769
670154	074200 - Workforce Train Prog Dir	1	1	66,299	15,071	5,072	86,442
670156	049600 - Grants Mng Spec Housing&Com De	0.51	1	26,287	17,770	2,011	46,068
670156	060000 - Grants Management Analyst	0.49		25,256	17,076	1,932	44,264
670158	485600 - Procur Tech Asst Counselor II	1	1	63,074	14,380	4,825	82,279
670162	496600 - Grant Programs Manager	1	1	64,254	37,297	4,916	106,467
670164	473300 - Historic Resources Specialist	1	1	62,547	30,947	4,785	98,279
670165	469101 - Economic Research Analyst	1	1	77,767	40,463	5,950	124,180
670167	485600 - Procur Tech Asst Counselor II	1	1	68,597	23,904	5,247	97,748
670168	089240 - Administrative Svcs Cord III	1	1	58,858	29,909	4,502	93,269
670170	045000 - Housing Policy Specialist	1	1	66,046	23,078	5,053	94,177
670172	131400 - Environmental Officer	1	1	63,959	22,638	4,893	91,490
670177	049601 - Grants Management Specialist	1	1	70,642	32,682	5,404	108,728
670178	073600 - Economic Development Director	1	1	73,214	39,488	5,601	118,303
670187	478501 - Senior Travel Marketing Spec	1	1	54,705	35,523	4,185	94,413
677001	90100A - Agency Secretary	1	1	143,603	54,897	10,322	208,822

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
677002	90120A - Commissioner	1	1	120,266	31,924	9,200	161,390
677003	90120A - Commissioner	1	1	113,589	48,398	8,690	170,677
677005	90120A - Commissioner	1	1	105,581	46,665	8,077	160,323
677006	90570D - Deputy Commissioner	1	1	88,774	43,026	6,791	138,591
677007	96500D - Deputy Secretary	1	1	125,174	38,765	9,576	173,515
677011	95250E - Executive Assistant	1	1	80,621	41,259	6,168	128,048
677012	95871E - General Counsel II	1	1	103,584	36,184	7,924	147,692
677013	90570D - Deputy Commissioner	1	1	90,459	43,390	6,920	140,769
677014	94980E - Economic Progress Council Dir	1	1	83,762	19,004	6,408	109,174
677015	95230E - Historic Preservation Officer	1	1	88,171	28,300	6,744	123,215
677017	95870E - General Counsel I	1	1	89,981	42,907	6,883	139,771
677019	90571D - Deputy Commissioner	1	1	90,459	30,038	6,920	127,417
677022	95360E - Principal Assistant	1	1	72,030	24,804	5,510	102,344
677025	91590E - Private Secretary	1	1	73,278	39,670	5,606	118,554
677026	96170E - Chief Marketing Officer	1	1	82,638	41,697	6,322	130,657
677028	95010E - Executive Director	1	1	101,525	22,850	7,767	132,142
677029	95250E - Executive Assistant	1	1	74,672	33,717	5,713	114,102
677032	95010E - Executive Director	1	1	102,690	46,038	7,856	156,584
Total		79.8	80	5,980,906	2,605,943	456,887	9,043,736

Fund Code	Fund Name	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
10000	General Fund	63.97	76	4,865,727	2,125,553	371,577	7,362,857
21085	Captive Insurance Reg & Suprv	1	1	75,280	25,335	5,759	106,374
21325	Historic Sites Special Fund	0.03		1,565	612	120	2,297
21575	Downtown Trans & Capital Impro	1	1	68,534	38,485	5,243	112,262
21819	ACCD-Mobile Home Park Laws	0.61		45,715	24,314	3,497	73,526
21820	ACCD-Miscellaneous Receipts	1.01	1	102,165	23,075	7,816	133,056
22005	Federal Revenue Fund	12.18	1	821,920	368,569	62,875	1,253,364
Total		79.80	80	5,980,906	2,605,943	456,887	9,043,736

AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT
FY21 SPA MATRIX

Agency	Dept.	Program	Primary Service Domain	Secondary Service Domain	Primary Strategic Link	FY21 Budget Total	General Fund	Special Fund	Federal Fund	Interdept Fund	Enterprise Fund
Commerce and Community Development	ACCD - ADMIN	Administration (ACCD)	Marketing	Economic Development	Economy	\$3,676,831	\$3,285,831	\$0	\$391,000	\$0	\$0
Commerce and Community Development	ACCD - DED	Administration (DED)	Economic Development	Community Development	Economy	\$410,060	\$410,060	\$0	\$0	\$0	\$0
Commerce and Community Development	ACCD - DED	Business Support	Economic Development	Community Development	Economy	\$8,398,147	\$3,985,405	\$1,400,000	\$2,967,742	\$45,000	\$0
Commerce and Community Development	ACCD - DED	Financial Services - Captive Insurance	Economic Development	Community Development	Economy	\$530,350	\$0	\$530,350	\$0	\$0	\$0
Commerce and Community Development	ACCD - DED	Vermont Economic Progress Council	Economic Development	Community Development	Economy	\$287,789	\$272,789	\$15,000	\$0	\$0	\$0
Commerce and Community Development	ACCD - DED	Vermont Procurement Technical Assistance Center	Economic Development	Community Development	Economy	\$840,934	\$289,907	\$0	\$551,027	\$0	\$0
Commerce and Community Development	ACCD - DHCD	Administration (DHCD)	Community Development	Community Development	Other	\$569,357	\$549,895	\$0	\$19,462	\$0	\$0
Commerce and Community Development	ACCD - DHCD	Community Planning & Revitalization	Community Development	Community Development	Economy	\$7,417,818	\$521,460	\$4,026,358	\$0	\$2,870,000	\$0
Commerce and Community Development	ACCD - DHCD	Historic Preservation	Historic Preservation Services	Community Development	Economy	\$2,512,460	\$1,113,234	\$822,734	\$570,206	\$6,286	\$0
Commerce and Community Development	ACCD - DHCD	Housing/Mobile Home Park	Housing Services	Community Development	Vulnerable	\$594,008	\$213,405	\$79,820	\$300,783	\$0	\$0
Commerce and Community Development	ACCD - DHCD	Vermont Community Development Program	Community Development	Economic Development	Affordability	\$8,215,577	\$540,018	\$401,043	\$7,274,516	\$0	\$0
Commerce and Community Development	ACCD - VDTM	Administration (VDTM)	Marketing	Economic Development	Economy	\$310,914	\$310,914	\$0	\$0	\$0	\$0
Commerce and Community Development	ACCD - VDTM	Marketing & Advertising	Marketing	Economic Development	Economy	\$1,969,835	\$1,969,835	\$0	\$0	\$0	\$0

AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT
FY21 SPA MATRIX

Agency	Dept.	Program	Primary Service Domain	Secondary Service Domain	Primary Strategic Link	FY21 Budget Total	General Fund	Special Fund	Federal Fund	Interdept Fund	Enterprise Fund
Commerce and Community Development	ACCD - VDTM	Industry Support & Outreach	Marketing	Economic Development	Economy	\$596,183	\$596,183	\$0	\$0	\$0	\$0
Commerce and Community Development	ACCD - VDTM	Communications & Public Relations	Marketing	Economic Development	Economy	\$349,520	\$344,933	\$0	\$0	\$4,587	\$0
Commerce and Community Development	ACCD - VDTM	Research & Analysis	Marketing	Economic Development	Economy	\$105,000	\$105,000	\$0	\$0	\$0	\$0
Commerce and Community Development	ACCD - VDTM	Creative Services	Marketing	Economic Development	Economy	\$265,947	\$245,947	\$0	\$0	\$20,000	\$0
						\$37,050,730	\$14,754,816	\$7,275,305	\$12,074,736	\$2,945,873	\$0

Division of Administration

Lindsay Kurrle, Agency Secretary

Ted Brady, Deputy Secretary

FY 2021 Governor's Recommend	\$ 3,676,831
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Fiscal Year 2021 Budget Changes by Dept. - Administration By Fund

	General \$\$	Interdept'l Transfer \$\$	Federal \$\$	Total \$\$
Approp #1, Administration FY 2020 Approp	3,677,790	20,000	-	3,697,790
	-	-	-	-
Approp #1, FY 2020 Approp Amended	3,677,790	20,000	-	3,697,790
<u>Personal Services</u>				
Salary increase, prior year PAYACT	47,745	-	-	47,745
Benefits increase, attributable to PAYACT	16,821	-	-	16,821
Retirement increase	7,198	-	-	7,198
Position shift from HCD to Administration -salary, paid for with operating reductions below	51,543	-	-	51,543
Position shift from HCD to Administration -benefits, paid for with operating reductions below	23,838	-	-	23,838
Salary increase, staffing changes	25,590	-	-	25,590
Benefits increase, staffing and benefit plan changes	16,570	-	-	16,570
Salary change - VDTM Restructuring - CMO Program and ThinkVT Director shift to VDTM	(252,834)	-	-	(252,834)
Fringe Benefit change - VDTM Restructuring - CMO Program and ThinkVT Director shift to VDTM	(144,791)	-	-	(144,791)
Total CMO Program Salary/Benefit shift to VDTM	(397,625)	-	-	(397,625)
Total Salary/Fringe Benefits Change	(208,320)	-	-	(208,320)
Workers Compensation - net increase	4,449	-	-	4,449
Workers Compensation change -VDTM Restructuring - CMO Program shift to VDTM	(774)	-	-	(774)
Contracted services change -VDTM Restructuring - CMO Program shift to VDTM	-	(15,759)	-	(15,759)
Contracted services -reduction	(6,000)	-	-	(6,000)
Contracted services -VT Outdoor Recreation -Northern Border Regional Commission -new	-	-	175,500	175,500
Reduced vacancy savings	2,083	-	-	2,083
Total Personal Services Change	(208,562)	(15,759)	175,500	(48,821)
<u>Operating</u>				
Internal Service Fees -net increase -Insurances/VISION/ADS Allocated Fee/HR Services	13,521	-	-	13,521
National Life Rent -decrease due to floor space reduction	(96,928)	-	-	(96,928)
VDTM Restructuring - CMO Program operating shift to VDTM	(23,596)	(4,241)	-	(27,837)
Operating reductions to meet salary and benefit increases -sponsorships, equip/software purch, travel	(32,352)	-	-	(32,352)
Base reduction in ADS projections of Agency IT costs required to cover balance of salary/benefit increases	(55,735)	-	-	(55,735)
Total Operating Change	(195,090)	(4,241)	-	(199,331)
<u>Grants</u>				
VT Sustainable Jobs Fund support increase	11,693	-	-	11,693
VT Outdoor Recreation grants -Northern Border Regional Commission -new	-	-	215,500	215,500
Total Grants Change	11,693	-	215,500	227,193
Total Additions/(Reductions) FY 2020 to reach Governor's Recommend	(391,959)	(20,000)	391,000	(20,959)
Approp #1 ACCD Administration FY 2021 Governor Recommend	3,285,831	-	391,000	3,676,831
Total VDTM Restructuring	(421,995)	(20,000)	-	(441,995)

State of Vermont
FY2021 Governor's Recommend Budget: Rollup Report

Organization: 7100000000 - Agency of commerce and community development - admin.

Budget Object Rollup Name	FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Budget Object Group: 1. PERSONAL SERVICES						
Salaries and Wages	1,241,267	1,317,416	1,317,416	1,174,365	(143,051)	-10.9%
Fringe Benefits	587,118	674,600	674,600	614,448	(60,152)	-8.9%
Contracted and 3rd Party Service	0	21,759	21,759	175,500	153,741	706.6%
PerDiem and Other Personal Services	3,891	19	19	660	641	3,373.7%
Budget Object Group Total: 1. PERSONAL SERVICES	1,832,276	2,013,794	2,013,794	1,964,973	(48,821)	-2.4%

Budget Object Group: 2. OPERATING

Budget Object Rollup Name						
Equipment	12,977	11,400	11,400	5,000	(6,400)	-56.1%
IT/Telecom Services and Equipment	580,890	728,750	728,750	649,311	(79,439)	-10.9%
Travel	8,202	18,534	18,534	14,785	(3,749)	-20.2%
Supplies	6,496	8,636	8,636	7,113	(1,523)	-17.6%
Other Purchased Services	259,059	136,851	136,851	127,557	(9,294)	-6.8%
Other Operating Expenses	1,895	2,540	2,540	2,340	(200)	-7.9%
Rental Other	1,197	4,739	4,739	3,689	(1,050)	-22.2%
Rental Property	354,058	407,070	407,070	310,142	(96,928)	-23.8%
Property and Maintenance	2,988	3,370	3,370	3,370	0	0.0%
Repair and Maintenance Services	797	9,479	9,479	8,731	(748)	-7.9%
Budget Object Group Total: 2. OPERATING	1,228,559	1,331,369	1,331,369	1,132,038	(199,331)	-15.0%

Budget Object Group: 3. GRANTS

Budget Object Rollup Name	FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Grants Rollup	304,627	352,627	352,627	579,820	227,193	64.4%
Budget Object Group Total: 3. GRANTS	304,627	352,627	352,627	579,820	227,193	64.4%

Total Expenses	3,365,462	3,697,790	3,697,790	3,676,831	(20,959)	-0.6%
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Fund Name	FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
General Funds	3,364,813	3,677,790	3,677,790	3,285,831	(391,959)	-10.7%
Federal Funds	0	0	0	391,000	391,000	100.0%
IDT Funds	649	20,000	20,000	0	(20,000)	-100.0%
Funds Total	3,365,462	3,697,790	3,697,790	3,676,831	(20,959)	-0.6%

Position Count				13		
FTE Total				13		

State of Vermont
FY2021 Governor's Recommended Budget: Detail Report

Organization: 7100000000 - Agency of commerce and community development - admin.

Budget Object Group: 1. PERSONAL SERVICES

			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Salaries and Wages		FY2019 Actuals					
Description	Code						
Classified Employees	500000	1,241,267	673,153	673,153	631,433	(41,720)	-6.2%
Exempt	500010	0	664,332	664,332	555,672	(108,660)	-16.4%
Temporary Employees	500040	0	0	0	5,246	5,246	100.0%
Vacancy Turnover Savings	508000	0	(20,069)	(20,069)	(17,986)	2,083	-10.4%
Total: Salaries and Wages		1,241,267	1,317,416	1,317,416	1,174,365	(143,051)	-10.9%
Fringe Benefits							
Description	Code						
FICA - Classified Employees	501000	89,471	51,498	51,498	48,308	(3,190)	-6.2%
FICA - Exempt	501010	0	50,358	50,358	41,846	(8,512)	-16.9%
Health Ins - Classified Empl	501500	277,516	157,548	157,548	155,463	(2,085)	-1.3%
Health Ins - Exempt	501510	0	160,552	160,552	114,680	(45,872)	-28.6%
Retirement - Classified Empl	502000	196,120	136,515	136,515	132,602	(3,913)	-2.9%
Retirement - Exempt	502010	0	91,369	91,369	94,502	3,133	3.4%
Dental - Classified Employees	502500	14,856	7,677	7,677	6,688	(989)	-12.9%
Dental - Exempt	502510	0	5,971	5,971	4,180	(1,791)	-30.0%
Life Ins - Classified Empl	503000	4,964	2,841	2,841	2,665	(176)	-6.2%
Life Ins - Exempt	503010	0	2,456	2,456	2,344	(112)	-4.6%
LTD - Classified Employees	503500	1,977	645	645	657	12	1.9%
LTD - Exempt	503510	0	1,529	1,529	1,277	(252)	-16.5%
EAP - Classified Empl	504000	439	279	279	256	(23)	-8.2%
EAP - Exempt	504010	0	217	217	160	(57)	-26.3%
Workers Comp - Ins Premium	505200	1,766	5,145	5,145	8,820	3,675	71.4%
Catamount Health Assessment	505700	9	0	0	0	0	0.0%
Total: Fringe Benefits		587,118	674,600	674,600	614,448	(60,152)	-8.9%

						Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Contracted and 3rd Party Service			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget		
Description	Code						
Creative/Development	507561	0	7,350	7,350	0	(7,350)	-100.0%
Advertising/Marketing-Other	507563	0	10,109	10,109	0	(10,109)	-100.0%
Media-Planning/Buying	507564	0	4,300	4,300	0	(4,300)	-100.0%
Other Contr and 3Rd Pty Serv	507600	0	0	0	175,500	175,500	100.0%
Total: Contracted and 3rd Party Service		0	21,759	21,759	175,500	153,741	706.6%
PerDiem and Other Personal Services							
Description	Code						
Other Pers Serv	506200	3,891	19	19	660	641	3,373.7%
Total: PerDiem and Other Personal Services		3,891	19	19	660	641	3,373.7%
Total: 1. PERSONAL SERVICES		1,832,276	2,013,794	2,013,794	1,964,973	(48,821)	-2.4%

Budget Object Group: 2. OPERATING

Equipment							
Description	Code						
Hardware - Desktop & Laptop Pc	522216	7,565	7,750	7,750	3,000	(4,750)	-61.3%
Software - Application Support	522284	0	850	850	0	(850)	-100.0%
Software - Desktop	522286	49	1,800	1,800	0	(1,800)	-100.0%
Furniture & Fixtures	522700	5,363	1,000	1,000	2,000	1,000	100.0%
Total: Equipment		12,977	11,400	11,400	5,000	(6,400)	-56.1%

IT/Telecom Services and Equipment		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Description	Code						
ADS VOIP Expense	516605	4,403	0	0	2,753	2,753	100.0%
Telecom-Conf Calling Services	516658	588	600	600	588	(12)	-2.0%
Telecom-Wireless Phone Service	516659	4,314	4,970	4,970	3,378	(1,592)	-32.0%
ADS Enterp App Supp SOV Emp Exp	516660	14,369	17,527	17,527	13,274	(4,253)	-24.3%
ADS App Support SOV Emp Exp	516661	431,951	575,511	575,511	519,776	(55,735)	-9.7%
It Intsvccost-Vision/Isdassess	516671	100,432	98,466	98,466	89,811	(8,655)	-8.8%
ADS Centrex Exp.	516672	4,368	3,455	3,455	216	(3,239)	-93.7%
ADS Allocation Exp.	516685	13,100	19,935	19,935	19,015	(920)	-4.6%
Software as a Service	519085	6,186	6,486	6,486	0	(6,486)	-100.0%
Hw-Personal Mobile Devices	522258	1,179	1,800	1,800	500	(1,300)	-72.2%
Total: IT/Telecom Services and Equipment		580,890	728,750	728,750	649,311	(79,439)	-10.9%

Other Operating Expenses							
Description	Code						
Single Audit Allocation	523620	1,235	2,400	2,400	2,200	(200)	-8.3%
Registration & Identification	523640	660	140	140	140	0	0.0%
Total: Other Operating Expenses		1,895	2,540	2,540	2,340	(200)	-7.9%

			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Other Purchased Services		FY2019 Actuals					
Description	Code						
Insurance Other Than Empl Bene	516000	14,391	16,965	16,965	17,437	472	2.8%
Insurance - General Liability	516010	2,892	8,028	8,028	9,946	1,918	23.9%
Dues	516500	56,575	0	0	0	0	0.0%
Licenses	516550	420	0	0	420	420	100.0%
Telecom-Mobile Wireless Data	516623	400	1,021	1,021	0	(1,021)	-100.0%
Advertising-Print	516813	0	2,620	2,620	0	(2,620)	-100.0%
Advertising - Job Vacancies	516820	0	1,270	1,270	1,270	0	0.0%
Client Meetings	516855	0	150	150	500	350	233.3%
Trade Shows & Events	516870	0	2,500	2,500	2,500	0	0.0%
Giveaways	516871	60	100	100	100	0	0.0%
Sponsorships	516872	125,500	8,000	8,000	8,000	0	0.0%
Photography	516875	6,325	100	100	0	(100)	-100.0%
Printing and Binding	517000	53	743	743	100	(643)	-86.5%
Printing & Binding-Bgs Copy Ct	517005	42	260	260	50	(210)	-80.8%
Printing-Promotional	517010	0	1,570	1,570	0	(1,570)	-100.0%
Registration For Meetings&Conf	517100	3,495	5,254	5,254	4,900	(354)	-6.7%
Training - Info Tech	517110	0	650	650	0	(650)	-100.0%
Postage	517200	0	10	10	10	0	0.0%
Postage - Bgs Postal Svcs Only	517205	134	200	200	159	(41)	-20.5%
Freight & Express Mail	517300	0	100	100	100	0	0.0%
Instate Conf, Meetings, Etc	517400	150	200	200	500	300	150.0%
Other Purchased Services	519000	180	36,202	36,202	10,502	(25,700)	-71.0%
Human Resources Services	519006	48,442	49,907	49,907	70,613	20,706	41.5%
Brochure Distribution	519030	0	751	751	0	(751)	-100.0%
Moving State Agencies	519040	0	250	250	450	200	80.0%
Total: Other Purchased Services		259,059	136,851	136,851	127,557	(9,294)	-6.8%

			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Property and Maintenance		FY2019 Actuals					
Description	Code						
Repair & Maint - Office Tech	513010	2,988	3,370	3,370	3,370	0	0.0%
Total: Property and Maintenance		2,988	3,370	3,370	3,370	0	0.0%
Rental Other							
Description	Code						
Rental - Auto	514550	725	3,700	3,700	2,650	(1,050)	-28.4%
Rental - Other	515000	472	1,039	1,039	1,039	0	0.0%
Total: Rental Other		1,197	4,739	4,739	3,689	(1,050)	-22.2%
Rental Property							
Description	Code						
Rent Land & Bldgs-Office Space	514000	338,368	389,677	389,677	303,029	(86,648)	-22.2%
Rent Land&Bldgs-Non-Office	514010	15,690	17,393	17,393	7,113	(10,280)	-59.1%
Total: Rental Property		354,058	407,070	407,070	310,142	(96,928)	-23.8%
Supplies							
Description	Code						
Office Supplies	520000	2,329	4,000	4,000	3,376	(624)	-15.6%
Gasoline	520110	557	904	904	1,000	96	10.6%
Other General Supplies	520500	1,522	1,119	1,119	1,300	181	16.2%
It & Data Processing Supplies	520510	873	1,251	1,251	1,164	(87)	-7.0%
Books&Periodicals-Library/Educ	521500	170	309	309	200	(109)	-35.3%
Subscriptions	521510	73	0	0	73	73	100.0%
Subscriptions Other Info Serv	521515	972	1,053	1,053	0	(1,053)	-100.0%
Total: Supplies		6,496	8,636	8,636	7,113	(1,523)	-17.6%

			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Travel		FY2019 Actuals					
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	905	1,800	1,800	2,500	700	38.9%
Travel-Inst-Other Transp-Emp	518010	937	4,000	4,000	0	(4,000)	-100.0%
Travel-Inst-Meals-Emp	518020	1,172	1,420	1,420	1,920	500	35.2%
Travel-Inst-Lodging-Emp	518030	2,200	1,734	1,734	2,000	266	15.3%
Travel-Inst-Incidentals-Emp	518040	159	250	250	200	(50)	-20.0%
Travel-Inst-Auto Mileage-Nonemp	518300	0	262	262	0	(262)	-100.0%
Travel-Inst-Meals-Nonemp	518320	0	160	160	175	15	9.4%
Travel-Inst-Incidentals-Nonemp	518340	0	15	15	0	(15)	-100.0%
Travel-Outst-Auto Mileage-Emp	518500	69	275	275	397	122	44.4%
Travel-Outst-Other Trans-Emp	518510	1,438	4,200	4,200	4,000	(200)	-4.8%
Travel-Outst-Meals-Emp	518520	316	528	528	393	(135)	-25.6%
Travel-Outst-Lodging-Emp	518530	932	3,650	3,650	3,000	(650)	-17.8%
Travel-Outst-Incidentals-Emp	518540	74	240	240	200	(40)	-16.7%
Total: Travel		8,202	18,534	18,534	14,785	(3,749)	-20.2%
Repair and Maintenance Services							
Description	Code						
Software-Repair&Maint-Servers	513056	797	8,466	8,466	6,231	(2,235)	-26.4%
Software-Repair&Maint-Desktop	513058	0	1,013	1,013	2,500	1,487	146.8%
Total: Repair and Maintenance Services		797	9,479	9,479	8,731	(748)	-7.9%
Total: 2. OPERATING		1,228,559	1,331,369	1,331,369	1,132,038	(199,331)	-15.0%

Budget Object Group: 3. GRANTS

Grants Rollup		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Description	Code						
Other Grants	550500	304,627	352,627	352,627	579,820	227,193	64.4%
Total: Grants Rollup		304,627	352,627	352,627	579,820	227,193	64.4%
Total: 3. GRANTS		304,627	352,627	352,627	579,820	227,193	64.4%
Total Expenses:		3,365,462	3,697,790	3,697,790	3,676,831	(20,959)	-0.6%
Fund Name		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Fund Name	Fund Code						
General Fund	10000	3,364,813	3,677,790	3,677,790	3,285,831	(391,959)	-10.7%
Inter-Unit Transfers Fund	21500	649	20,000	20,000	0	(20,000)	-100.0%
Federal Revenue Fund	22005	0	0	0	391,000	391,000	100.0%
Funds Total:		3,365,462	3,697,790	3,697,790	3,676,831	(20,959)	-0.6%
Position Count					13		
FTE Total					13		

Report ID: VTPB-28 GRANTS_INVENTORY

State of Vermont
FY2021 Governor's Recommended Budget
Grants Out Inventory Report



Department: 7100000000 - Agency of commerce and community development - admin.

Budget Request Code	Fund	Justification	Est Amount
9643	10000	UVM Data Center for Rural Studies	\$50,000
9643	10000	VT Council on Rural Development	\$89,320
9643	10000	VT Sustainable Jobs Fund	\$225,000
9643	22005	VT Outdoor Recreation Program	\$215,500
		Total	579,820

**State of Vermont
FY2021 Governor's Recommended Budget
Federal Grants Receipts**

7100000000 - Agency of commerce and community development - admin.

Budget Request Code	Fund	Justification	Est Amount
9841	22005	CFDA 90.601 Economic and Infrastructure Development Grant Program -Northern Border Regional Commission	\$391,000
		Total	\$391,000

ACCD - Administration -Contracts			
FY21			
Name/Type	Account Code	FY 2021 Contracts Request	Federal Fund
VT Outdoor Recreation	507600	\$175,500	\$175,500
Total ACCD - Administration		\$175,500	\$175,500
Other Contracted & 3rd Party Services	507600	\$175,500	\$175,500
		\$175,500	\$175,500

Agency of Commerce and Community Development -Administration

General Fund Carry-forward Balances - June 30, 2019

Source: VT_APPROP_DEPTID_SUM_NW

Approp Summary Dept-Ldgr Cols										
Unit	Account	Dept	Descr	Fund	Year	Through	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07100	000100	7100000000	Administration Division	10000	2019	998	(3,635,476.90)	238,150.40	3,364,812.69	(32,513.81)
07100	000100	7100891901	USS Vermont Ceremony	10000	2019	998	(25,000.00)	-	-	(25,000.00)
07100	000100	7100891902	Workforce Development	10000	2019	998	(1,725,000.00)	-	-	(1,725,000.00)
General Fund Carry-forward Request										<u><u>(1,782,513.81)</u></u>

7100000000 ACCD-Administration

ADS charges for IT staff charging time to ACCD for the month of June 2019, unbilled as of 6/30/19.

32,513.81

One-time Appropriations

Remaining balances to be used pursuant to: 2019 Act 72, Sec.C.100(a). 29 & 30.

- 29. USS Vermont Ceremony
- 30. Workforce Development

Total 7120891901 25,000.00
Total 7120891902 1,725,000.00

Total General Fund Carry-forward Request 1,782,513.81

ACCD - ADMINISTRATION								
		Financial Info						
Programs	Financial Category	GF \$\$	Spec F (incl tobacco) \$\$	Fed F \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions (if available)	\$ Amounts granted out (if available)
PROGRAM #1: ADMINISTRATION								
Administration consists of the Office of the Agency Secretary, Administrative Services and Legal Counsel. Together they provide managerial direction, coordination, and support services to the agency.	FY 2019 Actual expenditures	3,169,166	0	0	0	3,169,166	13	304,627
	FY 2020 estimated expenditures (including requested budget adjustments)	3,353,966	0	0	0	3,353,966	13	352,627
	FY 2021 Budget Request for Governor's Recommendation	3,285,831	0	391,000	0	3,676,831	13	579,820
PROGRAM #2: CHIEF MARKETING OFFICER								
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. Program shifted to VDTM in FY21.	FY 2019 Actual expenditures	195,647	0	0	649	196,296	2	0
	FY 2020 estimated expenditures (including requested budget adjustments)	323,824	0	0	20,000	343,824	3	0
	FY 2021 Budget Request for Governor's Recommendation	0	0	0	0	0	0	0
	FY 2019 Actuals	3,364,813	-	-	649	3,365,462	15	304,627
	FY 2020 Estimated	3,677,790	-	-	20,000	3,697,790	16	352,627
	FY 2021 Budget Request	3,285,831	-	391,000	-	3,676,831	13	579,820

Department of Housing & Community Development

Josh Hanford, Commissioner

Housing & Community Development	\$ 19,309,220
FY 2021 Governor's Recommend	\$ 19,309,220

Fiscal Year 2021 Budget Changes by Dept. - Housing and Community Development

By Fund

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	Total \$\$
Approp #1 Housing and Community Development: FY 2020 Approp	2,753,913	5,185,233	7,883,744	453,001	16,275,891
					-
Approp #1, FY 2020 Approp Amended	2,753,913	5,185,233	7,883,744	453,001	16,275,891
<u>Personal Services</u>					
Salary Base	126,333	2,247	(98,502)		30,078
Benefits Base	56,179	1,477	(49,985)		7,671
Temporary Employees - base increase (Historic Sites)		26,739			26,739
Retirement Benefit Allotment	(9,760)				(9,760)
Unfunded Position shift to Administration from HCD - Salary Savings	(63,896)				(63,896)
Unfunded Position shift to Administration from HCD - Benefits Savings	(27,340)				(27,340)
Request for Review - Salary Impact	55,196	152	14,058		69,406
Request for Review - Benefits Impact	38,442	54	15,116		53,612
Total Salary/Fringe Benefit Change	175,154	30,669	(119,313)	-	86,510
Workers Compensation - base increase	5,228	1,486	2,666		9,380
Other Personal Services	737	14,687	127,649		143,073
Contracted 3rd Party Services	755	76,156		54,286	131,197
Vacancy Turnover Savings Increase (4% of all Salaries & Benefits)	(8,838)				(8,838)
Total Personal Services Change	173,036	122,998	11,002	54,286	361,322
<u>Operating</u>					
Internal Service Fees - Insurances base increase	(4,736)	4,455	8,315		8,034
Internal Service Fees - VISION/ISD base increase	(369)		306		(63)
Internal Service Fees - ADS Allocated Fee base increase	2,826		(480)		2,346
Net Operating Changes	10,342	(1,053)	(38,826)		(29,537)
Total Operating Change	8,063	3,402	(30,685)	-	(19,220)

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	Total \$\$
Grants					
CVOEO-First Stop Program	3,000				3,000
Community Planning & Revitalization, VW Mitigation Funds from Agency of Natural Resources				2,422,000	2,422,000
Community Planning & Revitalization, Municipal Parcel Mapping from VTrans				(23,001)	(23,001)
Community Planning & Revitalization, Electric Vehicle Charging Equipment from Agency of Natural Resources				(30,000)	(30,000)
Downtown Transportation Fund, Grant Awards		(1,148)			(1,148)
Historic Preservation - Windham Mitigation, Grant Awards		20,250			20,250
Community Development Disaster Recovery Buyout Program Grants		(780)			(780)
Community Development Block Grant (22005)			906		906
Community Development Block Grant - Program Income (22060)			300,000		300,000
Total Grants Change	3,000	18,322	300,906	2,368,999	2,691,227
Total Additions/(Reductions) FY 2020 to reach Gov Rec	184,099	144,722	281,223	2,423,285	3,033,329
Approp #1 FY 2021 Governor Recommend	2,938,012	5,329,955	8,164,967	2,876,286	19,309,220

State of Vermont
FY2021 Governor's Recommended Budget: Budget Rollup

Organization: 7110010000 - Housing and community development

	FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
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Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name						
Salaries and Wages	2,497,427	2,372,436	2,372,436	2,425,924	53,488	2.3%
Fringe Benefits	1,176,284	1,207,796	1,207,796	1,241,230	33,434	2.8%
Contracted and 3rd Party Service	98,434	104,597	104,597	235,794	131,197	125.4%
PerDiem and Other Personal Services	6,155	38,973	38,973	182,176	143,203	367.4%
Budget Object Group Total: 1. PERSONAL SERVICES	3,778,300	3,723,802	3,723,802	4,085,124	361,322	9.7%

Budget Object Group: 2. OPERATING

Budget Object Rollup Name						
Equipment	11,294	19,770	19,770	19,716	(54)	-0.3%
IT/Telecom Services and Equipment	104,456	100,945	100,945	106,645	5,700	5.6%
Travel	54,840	64,985	64,985	32,045	(32,940)	-50.7%
Supplies	71,112	77,220	77,220	77,220	-	0.0%
Other Purchased Services	111,997	212,636	212,636	227,643	15,007	7.1%
Other Operating Expenses	156,644	154,509	154,509	148,149	(6,360)	-4.1%
Rental Other	18,612	12,000	12,000	12,000	-	0.0%
Rental Property	-	1,240	1,240	1,240	-	0.0%
Property and Maintenance	115,070	125,925	125,925	125,925	-	0.0%
Repair and Maintenance Services	1,808	4,653	4,653	4,080	(573)	-12.3%
Rentals	5,155	5,156	5,156	5,156	-	0.0%
Budget Object Group Total: 2. OPERATING	650,987	779,039	779,039	759,819	(19,220)	-2.5%

Budget Object Group: 3. GRANTS

Budget Object Rollup Name						
Grants Rollup	13,311,409	11,773,050	11,773,050	14,464,277	2,691,227	22.9%
Budget Object Group Total: 3. GRANTS	13,311,409	11,773,050	11,773,050	14,464,277	2,691,227	22.9%

Total Expenses	17,740,696	16,275,891	16,275,891	19,309,220	3,033,329	18.6%
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	FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Fund Name						
General Funds	2,887,694	2,753,913	2,753,913	2,938,012	184,099	6.7%
Special Fund	4,404,744	5,185,233	5,185,233	5,329,955	144,722	2.8%
Federal Funds	10,361,798	7,883,744	7,883,744	8,164,967	281,223	3.6%
IDT Funds	86,460	453,001	453,001	2,876,286	2,423,285	534.9%
Funds Total	17,740,696	16,275,891	16,275,891	19,309,220	3,033,329	18.6%

Position Count				32		
FTE Total				31.8		

State of Vermont
FY2021 Governor's Recommended Budget: Detail Report

Organization: 7110010000 - Department of Housing and Community Development

Budget Object Group: 1. PERSONAL SERVICES

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Salaries and Wages							
Description	Code						
Classified Employees	500000	2,496,969	1,915,403	1,915,403	1,943,857	28,454	1.5%
Exempt	500010	-	373,382	373,382	380,515	7,133	1.9%
Temporary Employees	500040	-	216,232	216,232	242,971	26,739	12.4%
Overtime	500060	458	-	-	-	-	0.0%
Vacancy Turnover Savings	508000	-	(132,581)	(132,581)	(141,419)	(8,838)	6.7%
Total: Salaries and Wages		2,497,427	2,372,436	2,372,436	2,425,924	53,488	2.3%
Fringe Benefits							
Description	Code						
FICA - Classified Employees	501000	183,038	146,523	146,523	148,711	2,188	1.5%
FICA - Exempt	501010	-	28,563	28,563	29,108	545	1.9%
Health Ins - Classified Empl	501500	515,053	432,780	432,780	430,695	(2,085)	-0.5%
Health Ins - Exempt	501510	-	77,148	77,148	77,148	-	0.0%
Retirement - Classified Empl	502000	421,255	388,442	388,442	408,209	19,767	5.1%
Retirement - Exempt	502010	-	75,722	75,722	79,909	4,187	5.5%
Dental - Classified Employees	502500	28,236	24,738	24,738	23,408	(1,330)	-5.4%
Dental - Exempt	502510	-	3,412	3,412	3,344	(68)	-2.0%
Life Ins - Classified Empl	503000	7,392	6,475	6,475	7,043	568	8.8%
Life Ins - Exempt	503010	-	848	848	1,227	379	44.7%
LTD - Classified Employees	503500	1,166	394	394	411	17	4.3%
LTD - Exempt	503510	-	859	859	875	16	1.9%
EAP - Classified Empl	504000	1,026	900	900	896	(4)	-0.4%
EAP - Exempt	504010	-	124	124	128	4	3.2%
Workers Comp - Ins Premium	505200	7,230	8,511	8,511	17,891	9,380	110.2%
Unemployment Compensation	505500	10,282	8,280	8,280	8,280	-	0.0%
Catamount Health Assessment	505700	1,606	4,077	4,077	3,947	(130)	-3.2%
Total: Fringe Benefits		1,176,284	1,207,796	1,207,796	1,241,230	33,434	2.8%

		FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
	FY2019 Actuals					

Contracted and 3rd Party Service

Description	Code						
IT Contracts - Application Development	507565	3,703	10,000	10,000	10,000	-	0.0%
IT Contracts - Application Support	507566	18,113	18,112	18,112	18,112	-	0.0%
Other Contr and 3Rd Pty Serv	507600	76,599	76,485	76,485	207,682	131,197	171.5%
Total: Contracted and 3rd Party Service		98,434	104,597	104,597	235,794	131,197	125.4%

PerDiem and Other Personal Services

Description	Code						
Per Diem	506000	6,100	6,740	6,740	6,749	9	0.1%
Other Pers Serv	506200	-	32,183	32,183	175,377	143,194	444.9%
Service of Papers	506240	55	50	50	50	-	0.0%
Total: PerDiem and Other Personal Services		6,155	38,973	38,973	182,176	143,203	367.4%

Total: 1. PERSONAL SERVICES	3,778,300	3,723,802	3,723,802	4,085,124	361,322	9.7%
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Budget Object Group: 2. OPERATING

Equipment

Description	Code						
Hardware - Desktop & Laptop Pc	522216	3,192	13,670	13,670	12,915	(755)	-5.5%
Hw - Printers,Copiers,Scanners	522217	100	-	-	-	-	0.0%
Software - Desktop	522286	363	300	300	300	-	0.0%
Other Equipment	522400	3,536	5,600	5,600	6,301	701	12.5%
Furniture & Fixtures	522700	4,103	200	200	200	-	0.0%
Total: Equipment		11,294	19,770	19,770	19,716	(54)	-0.3%

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	FY2019 Actuals					

IT/Telecom Services and Equipment

Description	Code						
ADS VOIP Expense	516605	10,622	-	-	-	-	0.0%
Telecom-Wireless Phone Service	516659	3,497	4,350	4,350	4,350	-	0.0%
ADS Enterp App Supp SOV Emp Exp	516660	35,288	36,104	36,104	41,321	5,217	14.4%
It Intsvccost-Vision/Isdassess	516671	2,289	2,103	2,103	2,040	(63)	-3.0%
ADS Centrex Exp.	516672	21,266	13,767	13,767	13,767	-	0.0%
ADS Allocation Exp.	516685	29,693	41,117	41,117	43,463	2,346	5.7%
Hw-Personal Mobile Devices	522258	1,802	3,504	3,504	1,704	(1,800)	-51.4%
Total: IT/Telecom Services and Equipment		104,456	100,945	100,945	106,645	5,700	5.6%

Other Operating Expenses

Description	Code						
Single Audit Allocation	523620	9,333	15,300	15,300	15,540	240	1.6%
Registration & Identification	523640	56	290	290	290	-	0.0%
Taxes	523660	9,653	9,000	9,000	9,000	-	0.0%
Bank Service Charges	524000	7,369	6,760	6,760	160	(6,600)	-97.6%
Cost of Stock Items Sold	525290	130,233	123,159	123,159	123,159	-	0.0%
Total: Other Operating Expenses		156,644	154,509	154,509	148,149	(6,360)	-4.1%

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	FY2019 Actuals					

Other Purchased Services

Description	Code						
Insurance Other Than Empl Bene	516000	32,701	33,661	33,661	35,611	1,950	5.8%
Insurance - General Liability	516010	7,286	14,093	14,093	20,177	6,084	43.2%
Dues	516500	26,208	11,500	11,500	11,500	-	0.0%
Telecom-Mobile Wireless Data	516623	4,445	5,950	5,950	5,950	-	0.0%
Advertising-Print	516813	4,193	3,000	3,000	3,000	-	0.0%
Advertising-Web	516814	123	-	-	-	-	0.0%
Advertising - Job Vacancies	516820	18	1,100	1,100	1,100	-	0.0%
Sponsorships	516872	3,517	19,940	19,940	19,940	-	0.0%
Printing and Binding	517000	422	1,700	1,700	1,700	-	0.0%
Printing & Binding-Bgs Copy Ct	517005	992	300	300	300	-	0.0%
Printing-Promotional	517010	-	100	100	100	-	0.0%
Photocopying	517020	85	-	-	-	-	0.0%
Registration For Meetings&Conf	517100	9,794	6,354	6,354	6,354	-	0.0%
Training - Info Tech	517110	2,997	-	-	-	-	0.0%
Postage	517200	603	482	482	482	-	0.0%
Postage - Bgs Postal Svcs Only	517205	1,967	2,605	2,605	1,405	(1,200)	-46.1%
Freight & Express Mail	517300	1,284	-	-	-	-	0.0%
Outside Conf, Meetings, Etc	517500	425	175	175	175	-	0.0%
Other Purchased Services	519000	14,937	111,676	111,676	119,849	8,173	7.3%
Moving State Agencies	519040	-	-	-	-	-	0.0%
Total: Other Purchased Services		111,997	212,636	212,636	227,643	15,007	7.1%

Property and Maintenance

Description	Code						
Water/Sewer	510000	12,984	12,000	12,000	12,000	-	0.0%
Rubbish Removal	510210	6,194	5,200	5,200	5,200	-	0.0%
Snow Removal	510300	28,370	34,637	34,637	34,637	-	0.0%
Custodial	510400	3,168	2,756	2,756	2,756	-	0.0%
Other Property Mgmt Services	510500	380	-	-	-	-	0.0%
Lawn Maintenance	510520	31,637	40,245	40,245	40,245	-	0.0%
Repair & Maint - Buildings	512000	24,188	19,886	19,886	19,886	-	0.0%
Plumbing & Heating Systems	512010	3,783	8,000	8,000	8,000	-	0.0%
Repair & Maint - Office Tech	513010	4,367	3,201	3,201	3,201	-	0.0%
Total: Property and Maintenance		115,070	125,925	125,925	125,925	-	0.0%

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	FY2019 Actuals					

Supplies

Description	Code						
Office Supplies	520000	4,055	2,170	2,170	2,170	-	0.0%
Vehicle & Equip Supplies&Fuel	520100	462	-	-	-	-	0.0%
Gasoline	520110	3,125	2,750	2,750	2,750	-	0.0%
Diesel	520120	324	750	750	750	-	0.0%
Building Maintenance Supplies	520200	1,405	2,000	2,000	2,000	-	0.0%
Plumbing, Heating & Vent	520210	509	3,500	3,500	3,500	-	0.0%
Heating & Ventilation	520211	51	-	-	-	-	0.0%
Small Tools	520220	238	200	200	200	-	0.0%
Electrical Supplies	520230	660	500	500	500	-	0.0%
Other General Supplies	520500	6,782	9,300	9,300	9,300	-	0.0%
It & Data Processing Supplies	520510	361	1,000	1,000	1,000	-	0.0%
Cloth & Clothing	520520	-	500	500	500	-	0.0%
Agric, Hort, Wildlife	520580	1,446	1,200	1,200	1,200	-	0.0%
Fire, Protection & Safety	520590	1,184	1,600	1,600	1,600	-	0.0%
Food	520700	83	90	90	90	-	0.0%
Electricity	521100	31,907	28,000	28,000	28,000	-	0.0%
Heating Oil #2 - Uncut	521220	8,708	10,800	10,800	10,800	-	0.0%
Propane Gas	521320	7,327	11,200	11,200	11,200	-	0.0%
Books&Periodicals-Library/Educ	521500	265	360	360	360	-	0.0%
Subscriptions	521510	1,463	1,300	1,300	1,300	-	0.0%
Subscriptions Other Info Serv	521515	184	-	-	-	-	0.0%
Other Books & Periodicals	521520	25	-	-	-	-	0.0%
Paper Products	521820	549	-	-	-	-	0.0%
Total: Supplies		71,112	77,220	77,220	77,220	-	0.0%

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Travel

Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	16,991	17,075	17,075	15,465	(1,610)	-9.4%
Travel-Inst-Other Transp-Emp	518010	13,547	16,325	16,325	4,930	(11,395)	-69.8%
Travel-Inst-Meals-Emp	518020	1,257	1,375	1,375	700	(675)	-49.1%
Travel-Inst-Lodging-Emp	518030	693	460	460	310	(150)	-32.6%
Travel-Inst-Incidentals-Emp	518040	162	-	-	-	-	0.0%
Travel-Inst-Auto Mileage-Nonemp	518300	7,365	8,200	8,200	8,200	-	0.0%
Travel-Inst-Other Trans-Nonemp	518310	400	-	-	-	-	0.0%
Travel-Inst-Meals-Nonemp	518320	3,302	3,350	3,350	350	(3,000)	-89.6%
Travel-Inst-Lodging-Nonemp	518330	300	175	175	175	-	0.0%
Travel-Outst-Auto Mileage-Emp	518500	492	475	475	475	-	0.0%
Travel-Outst-Other Trans-Emp	518510	2,146	6,800	6,800	640	(6,160)	-90.6%
Travel-Outst-Meals-Emp	518520	1,090	925	925	350	(575)	-62.2%
Travel-Outst-Lodging-Emp	518530	6,826	9,475	9,475	200	(9,275)	-97.9%
Travel-Outst-Incidentals-Emp	518540	270	350	350	250	(100)	-28.6%
Total: Travel		54,840	64,985	64,985	32,045	(32,940)	-50.7%

Repair and Maintenance Services

Description	Code						
Software-Repair&Maint-Servers	513056	1,808	4,653	4,653	4,080	(573)	-12.3%
Total: Repair and Maintenance Services		1,808	4,653	4,653	4,080	(573)	-12.3%

Rentals

Description	Code						
Software-License-Servers	516557	5,155	5,156	5,156	5,156	-	0.0%
Total: Rentals		5,155	5,156	5,156	5,156	-	0.0%
Total: 2. OPERATING		650,987	779,039	779,039	759,819	(19,220)	-2.5%

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	FY2019 Actuals					

Budget Object Group: 3. GRANTS

Grants Rollup

Description	Code						
Grants To Municipalities	550000	9,341,128	7,479,903	7,479,903	7,915,698	435,795	5.8%
Grants	550220	3,396,660	3,702,417	3,702,417	6,093,637	2,391,220	64.6%
Other Grants	550500	573,621	590,730	590,730	454,942	(135,788)	-23.0%
Total: Grants Rollup		13,311,409	11,773,050	11,773,050	14,464,277	2,691,227	22.9%
Total: 3. GRANTS		13,311,409	11,773,050	11,773,050	14,464,277	2,691,227	22.9%

Total Expenses:	17,740,696	16,275,891	16,275,891	19,309,220	3,033,329	18.6%
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			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
		FY2019 Actuals					
Fund Name	Fund Code						
General Fund	10000	2,887,694	2,753,913	2,753,913	2,938,012	184,099	6.7%
Misc Fines & Penalties	21054	47,717	121,000	121,000	116,891	(4,109)	-3.4%
Historic Sites Special Fund	21325	536,441	540,128	540,128	600,513	60,385	11.2%
Municipal & Regional Planning	21330	3,370,083	3,381,899	3,381,899	3,381,899	-	0.0%
Inter-Unit Transfers Fund	21500	86,460	453,001	453,001	2,876,286	2,423,285	534.9%
Conference Fees & Donations	21525	3,060	20,000	20,000	20,000	-	0.0%
Downtown Trans & Capital Impro	21575	200,881	423,966	423,966	424,459	493	0.1%
ACCD-Mobile Home Park Laws	21819	78,282	79,500	79,500	79,820	320	0.4%
ACCD-Miscellaneous Receipts	21820	68,280	401,740	401,740	401,744	4	0.0%
Archeology Operations	21918	-	17,000	17,000	104,629	87,629	515.5%
Clean Water Fund	21932	100,000	200,000	200,000	200,000	-	0.0%
Federal Revenue Fund	22005	8,958,686	7,883,744	7,883,744	7,864,967	(18,777)	-0.2%
DHCD-CDBG Program Income Fund	22060	1,403,112	-	-	300,000	300,000	100.0%
Funds Total:		17,740,696	16,275,891	16,275,891	19,309,220	3,033,329	18.6%
Position Count					32		
FTE Total					31.80		

**State of Vermont
FY2021 Governor's Recommended Budget
Grants Out Inventory Report**

Department: 7110010000 - Housing and Community Development

Budget Request Code	Fund	Justification	Est Amount
9687	10000	CVOEO -First Stop Program	\$75,000
9687	21054	HP Barn Grant Mitigation Awards	\$20,250
9687	21330	Municipal Planning Grants	\$457,482
9687	21330	Regional Planning Commission Block Grants	\$2,924,417
9687	21500	VW Mitigation Funds	\$2,770,000
9687	21575	Downtown Transportation & Capital Improvement Fund Program	\$312,197
9687	21819	Mobile Home Park Program Mediation	\$4,000
9687	21820	VHCB Buyout Assistance Program	\$399,220
9687	21932	Better Connections & Downtown Stormwater Grant	\$200,000
9687	22005	Community Development Block Grant Program	\$6,686,368
9687	22005	Historic Preservation Certified Local Government	\$59,651
9687	22005	VHCB -HOME Program	\$255,692
9687	22060	CDBG - Program Income	\$300,000
		Total	\$14,464,277

**State of Vermont
FY2021 Governor's Recommended Budget
Interdepartmental Transfers Receipts**

Department: 7110010000 - Housing and Community Development

Budget Request Code	Fund	Justification	Est Amount
9686	21500	BU 06100 DEC Electric Vehicle Supply Equipment (EVSE) Grant Program (VW Mitigation)	\$2,822,000
9686	21500	BU 08100 AOT Funds for Histori Sites (Chimney Point & Theron Boyd)	\$6,286
9686	21500	BU 09150 VHCB Community Planning & Revitalization Housing By-Laws Project	\$48,000
		Total	\$2,876,286

**State of Vermont
FY2021 Governor's Recommended Budget
Federal Grants Receipts**

Department: 7110010000 - Housing and Community Development

Budget Request Code	Fund	Justification	Est Amount
9684	22005	CFDA 14.228 CDBG -HUD	\$6,993,978
9684	22005	CFDA 14.239 HOME Investment Partnership -HUD	\$300,783
9684	22005	CFDA 15.904 Historic Preservation Grants-in-Aid -NPS	\$570,206
9684	22060	CFDA 14.228 CDBG - Program Income	\$300,000
		Total	\$8,164,967

Department of Housing and Community Development -Contracts							
FY21							
Name	Account Code	FY 2021 Contracts Request	General Fund	Federal Funds	IDT 21500	Misc Fines & Penalties 21054	Historic Sites Special Funds 21325
Agate Analysis & Development	507565	10,000	5,000	5,000			
Agate Maintaince & Support	507566	18,112	9,056	9,056			
Theron Boyd & Chimney Point (from AOT)	507600	6,286			6,286		
Intervale Mitigation	507600	41,641				41,641	
Bennington Survey Mitigation	507600	55,000				55,000	
Historic Sites - Exhibits	507600	36,000					36,000
Congress for the New Urbanism, Inc.	507600	48,755	755		48,000		
VW Mitigation Funds	507600	20,000			20,000		
Total Housing and Community Development		235,794	14,811	14,056	74,286	96,641	36,000
IT Contracts - Application Development	507565	10,000	5,000	5,000			
IT Contracts - Application Support	507566	18,112	9,056	9,056			
Other Contracts and Third Party Serv	507600	207,682	755		74,286	96,641	36,000
		235,794	14,811	14,056	74,286	96,641	36,000

Housing & Community Development
General Fund Carry-forward Balances - June 30, 2019

7/12/2019

Source: VT_APPROP_DEPTID_SUM_NW

Approp Summary Dept-Ldgr Cols											
Unit	Account	Dept	Descr	Fund	Year	Throug	Budget Amt	Encumb Amt	Expended Amt	Available Amt	
07110	000100	7110010000	Housing & Comm Development	10000	2019	998	(3,033,244.46)	90,796.00	2,887,694.46	(54,754.00)	
General Fund Carry-forward Request										(54,754.00)	

7110010000 Housing & Community Development

5-Year Housing Needs Assessment 39,754.00

Every five years, the State is tasked with carrying out a state-wide Housing Needs Assessment (HNA); the most recent one spans the years 2015-0202. In FY20, DHCD will conduct the 2020-2025 HNA which will involve hiring a consultant to compile, synthesize, analyze and present housing data for all of VT. The HNA is the most widely used housing data source in the State and is required for federal Housing funding received each year. Although other state housing partners will contribute to the cost of the HNA, it is the Sate that bears almost the full burden of it. The money to fund the next HNA was not included in the FY20 budget. The FY19 GF carry-forward in the amount of \$39,754.00, will be used to fund this unbudgeted expense.

Statewide Housing Cost Study 15,000.00

In FY18, DHCD committed to participating in a housing development cost study along with the other statewide housing funders: Vermont Housing and Conservation Board & Vermont Housing Finance Agency. This study did not occur on the schedule as planned and will now take place in FY20. A contract has been signed and work is underway. DHCD's contribution to the study is \$15,000.00, and all funds will be spent in FY20.

Total Housing & Community Development (7110010000) General Fund Carryforward Request 54,754.00

Carry-forward Authority FY2019 to FY2020

End-of-Year Special Fund Cash Balances Carry-forward

Housing and Community Development (HCD) BU 07110: 2019 Closeout 06/30/2019

- **APPROPRIATION 7110010000**

Fund 21575 Downtown Trans & Capital Impro Revenue \$1,316,980.03

Funds are received from the Transportation Fund to the Downtown Transportation and Related Capital Improvement fund established by 24 V.S.A. § 2796 to be used by the Vermont Downtown Development Board for the purposes of the Fund. Of these remaining dollars \$1,286,517.00 is encumbered in grant obligations.

Justification to Carry-forward: Remaining funds will be obligated in the next round of grants.

Fund 21525 Conference Fees & Donations \$14,759.65

Downtown Conference

Justification to Carry-forward: Conference was held in Late June of 2019. Remaining funds will be expended in July/August 2019 upon receipt of final invoices for the conference.

Fund 21918 Archeology Operations Special Fund (Heritage Center Box Fund): \$105,858.00

Funds received as archaeological artifacts are archived and stored at the Archaeology Heritage Center.

Justification to Carry-forward: Per 22 VSA § 724(b), the Archaeology Operations Special Fund was established to support the activities undertaken by the Vermont Department of Historic Preservation (VDHP) to carry out the duties of the Division and State Historic Preservation Officer, State Archaeologist in the survey and protection of archaeological sites, and archaeological field investigations on sites owned or controlled by the State in order to protect and preserve archaeological and scientific information, matter, and objects. These funds are for the care and maintenance of the archaeological collection at the Vermont Archeological Heritage Center in perpetuity, paid by any person involved in a federally or state funded, licensed, permitted, or approved project. The artifacts stored at the Archaeology Heritage Center are the property of the State and used for scientific and public educational purposes. The fund is generated by a one-time fee per archival box and is the greatest source of income for the Archaeological Heritage Center and the curation of archaeological artifacts.

Fund 21820 ACCD-Miscellaneous Receipts: \$350,588.98

Vermont Housing & Conservation Board Buyout Program – \$349,388.75. Vermont Housing & Conservation Board signed MOU siting The Robert T. Stafford Disaster Relief and Emergency Assistance Act, (“The Stafford Act”), 42 U.S.C. § 5121 et seq., identifies the use of disaster relief funds under § 5170c, Hazard Mitigation Grant Program including the acquisition and relocation of structures in the flood plain.

Justification to Carry-forward: Program still active, acquiring and relocating structures. Program will continue until all funds are expended.

Finlandia Foundation - \$700.23. Award from the foundation for a project in support of Finish Architecture in Vermont.

Justification to Carry-forward: Funds will be exhausted as per agreement in FY2020 with the creation of a Roadside Historic Site Marker commemorating the greatest enclave of Finish Architecture in Vermont.

American Institute of Architects - \$500.00. Award from the American Institute of Architects to complete an Oral History of architecture and design in Vermont's communities.

Justification to Carry-forward: Funds will be exhausted as per agreement in FY2020; just awarded May 2019.

Fund 21054 Misc Fines & Penalties: \$101,702.82

Bennington Survey Mitigation - \$55,000.00; Intervale Mitigation - \$41,640.32; and Windham Barn Mitigation - \$5,062.50. Funds are received from various fines and mitigation settlements.

Justification to Carry-forward: Funds will be utilized as required by the settlement agreements.

Fund 21819 ACCD-Mobile Home Park Laws: \$11.71

Mobile Home Park Fees. Fund is utilized to receive Mobile Home Park registration fees and pays for staff time.

Justification to Carry-forward: All funds received will be used prior to fiscal year.

Fund 21325 Historic Sites Special Fund: \$93,788.22

Receipts received from Historic Sites admissions, donations, and gift shop sales.

Justification to Carry-forward: Per 22 VSA § 724(a), the Historic Sites Operations Special Fund was established to support the daily operations and development, interpretation, minor maintenance, and special events of the State Historic Sites, which includes nine properties open to the public. In total, this fund supports 84 buildings/sites/structures, including the homes of US Presidents and Senators, Revolutionary War Sites, Native American Cemeteries, and the site where the Vermont Constitution was signed in 1777. This fund provides approximately 50% of the budget to operate and preserve the State Historic Sites.

Statewide Funds

Fund 21330 Comm Planning & Revitalization - Municipal & Regional Planning. -\$48,206,223.86. Annual funds are received from Municipal and Regional Planning Fund for the purpose of assisting municipal and regional planning commissions to carry statutory duties

Department of Housing and Community Development (DHCD)
Fiscal Year 2021 Budget
Strategic Overview and Program Performance Narrative

STRATEGIC OVERVIEW

1. Mission

The mission of the Department of Housing and Community Development (DHCD) is: *to support vibrant and resilient communities, promote safe and affordable housing for all, protect the state's historic resources, and improve the quality of life for Vermonters.* For the State to grow and thrive, there is a need to carefully balance growth, environmental protection and economic opportunities in our state, regional and local framework.

DHCD accomplishes 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 levels;
- helping cities and towns meet their community development goals while benefitting low and moderate-income residents; and
- identifying and protecting the state's historic resources and promoting the state-owned historic sites.

2. Population Served

DHCD serves all of Vermont as it touches on key issues important to residents – employment, business development, housing options, vibrant communities, public facilities and services, accessibility for all, and quality of place. DHCD serves, supports, and works with many partners to implement its mission including: Vermont businesses (for-profit and non-profits), municipalities, regional planning commissions, community development organizations, low and moderate-income Vermonters, mobile home residents and park owners, housing organizations, downtown revitalization organizations, and institutions of higher learning, as well as state and federal agencies.

3. Outcomes and Measures

For DHCD, the goals driving its work for FY21 include grow the number of new quality units of housing, at all income levels, by supporting new construction and rehabilitation of existing or underutilized properties. DHCD will also support growth and reinvestment in communities with designated growth areas, downtowns and village centers. DHCD will track its performance in achieving these goals through the following measurable outcomes:

- increase the number of net new units of housing affordable to those earning 80%-120% AMI;
- increase the number of building permits used for new housing starts;
- reduce the number of Vermont households experiencing cost burden (30%-50% of income spent on housing) and severe cost burden (more than 50% of income spent on housing) annually; and
- increase grand list values for communities participating in DHCD designation programs.

Of course, there are other goals that must be achieved in support of DHCD's mission and its underlying programs' requirements. Staff continue to review and refine measures and outcomes to ensure these programs are delivering desired results and are in line with the agency's and the Governor's goals. Outcomes and measures currently in place are included in the program descriptions that follow.

PROGRAM PERFORMANCE

The following sections detail DHCD programs: goals, current measures, and outcomes. For ease of reporting, Program Performance is broken down by DHCD's Divisions, mirroring the Department Program Profile (Form 5): Housing, Community Development, Community Planning & Revitalization, and Historic Preservation.

Community Development

Administers and assists municipalities' participation in the Vermont Community Development Program (federal Community Development Block Grant program) which funds over \$7 million of housing, economic development, public facility and public services projects. The VCDP team 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.

Vermont Community Development Program

The Vermont Community Development Program (VCDP) administers funding from the U. S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program. Activities that support economic development and

affordable housing continue to be VCDP's top priorities for funding, however this past year had an increase of funding for infrastructure and childcare projects. The VCDP assists communities on a competitive basis by providing financial and technical assistance to identify and address local needs in the areas of housing, economic development, public facilities, public services and handicapped accessibility modifications. The program is designed to predominantly benefit persons of low and moderate income. In addition, financial assistance is provided to communities with urgent needs, such as threats to health and safety and removal of slums and blighted properties.

VCDP staff are assigned to each region of the state and provide technical assistance to municipalities, businesses, nonprofit organizations and housing developers to help them meet the complex and increasingly rigorous federal requirements. Typically, the program provides guidance to approximately 80 communities and receives 30 to 50 applications each year. Requests always exceed available resources by more than 200%. State funding to support the VCDP program is established in the federal authorizing legislation and requires a minimum 2% state match of the federal funds which must be used for program administration. Additional state funds above the required 2% state match are necessary as federal funding has remained level but grant monitoring, administrative and compliance requirements at the state and federal level continue to increase. Grants are made available to all municipalities in Vermont except for Burlington which receives a direct allocation through HUD's CDBG Entitlement Program.

Last year's CDBG allocation was \$6,892,861. This past program year VCDP awarded nearly \$8 million to 31 projects, which leveraged nearly \$58 million. The funds were awarded to housing, economic development, public facility and planning projects. The VCDP also collects approximately \$400,000 annually in Program Income from grants that were converted to loans (principal and interest) and subsequently repaid. These funds are used to enhance the annual allocation from HUD and increases the grant funding available to assist communities. The VCDP is both the Department's and Agency's single largest source of grant funding to support communities and address their needs.

VCDP funding priorities are established in the HUD Consolidated Plan for Vermont. The Consolidated Plan covers not only the VCDP, but the Home Investments Partnership Program (HOME), administered by the Vermont Housing and Conservation Board and the Emergency Solutions Grant Program (ESG), administered by the Vermont Agency Human Services. HUD's move to an electronic submission of the Plan through the Integrated Disbursement and Information System (IDIS) requires far more collaboration on reporting data and programs serving the same populations, to measure goals and outcomes. DHCD is the HUD point of contact for Consolidated Plan and all programs that populate the HUD required Consolidated Annual Performance and Evaluation Report (CAPER). The Consolidated Plan is developed every five years and then updated through an annual Action Plan. DHCD will undertake a robust effort, including a series of regional meetings, surveys and targeted outreach, to prepare the five-year plan for 2020-2025 this winter and spring. The Department will engage citizens to seek input in accordance with the State's Citizen Participation Plan that encourages involvement by low-income people likely to benefit from projects and actions funded by VCDP. The priorities established in Consolidated Plan support the state's objectives of increasing the supply and quality of affordable housing, decreasing the number of people experiencing homelessness, creating and retaining jobs, strengthening communities and improving the quality of life for Vermonters.

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 other 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 measures overall program performance by annually compiling program level information. A small sample of the results for the last four federal fiscal years is shown in the table below.

VCDP MEASURES	FFY 2016	FFY 2017	FFY 2018	FFY2019
Communities/projects receiving technical assistance	89	83	90	92
Projects/grants funded	24	25	25	31
Funding awarded	\$6.7M	\$7M	\$8M	\$8M
Funding leveraged	\$59M	\$87M	\$126M	\$58M
Housing units created or preserved	251	317	426	143
Jobs created or retained	52	269	148	53
Persons benefiting from increased access or services	3,794	7,627	1,530	11,481
Communities receiving urgent need or blight assistance	1	0	1	0
Communities receiving grant assistance for planning	5	6	4	9

The Grants Management Division assures municipalities, developers, attorneys, engineers, consultants, auditors, and program staff comply with the federal regulations related to federal programs (primarily HUD) administered by DHCD and its partners. The Division conducts onsite monitoring, provides technical assistance and audits the performance of grantees and developers to ensure compliance and provide 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 Program (CDBG-DR2), Neighborhood Stabilization Programs (NSP1 and NSP3), the HOME Investment Partnerships Program (HOME), and HUD Special Purpose Grants. In addition, through the Consolidated Annual Performance Evaluation Report (CAPER), oversees and responds directly to HUD for the Emergency Solutions Grant Programs. Compliance areas include 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.

A significant increase in federal oversight and reporting requirements such as the changes in Uniform Guidance (effective as of December 26, 2014) and the pre-award risk assessments have increased the work and responsibilities of the Division. Numerous documents have been

re-written during this past fiscal year to bring them current with the Uniform Guidance to ensure our Grantees have the latest information at their disposal and available in their tool boxes. In addition, as of this summer the Procurement thresholds were increased further requiring yet another change and notification to the Grantees. Likewise, the requirements for Single Audits has increased dramatically under the Uniform Guidance that has lead to the need to provide more technical assistance and education not only to the municipal officials, but to the auditors performing the municipal audits to ensure accuracy and compliance.

Of Note during this past Fiscal Year, the Grants Management Division was successful in closing out the first Disaster Recovery allocation for Tropical Storm Irene of \$21.6 million with HUD. This means that all measures of compliance for the \$21.6 million were fully met to HUD's satisfaction at the Headquarters level.

Additionally, there was successful closeout of 18 years of the HOME Investment Partnerships Program (HOME) with HUD which totaled over \$65 million.

Housing

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 assists with HOME program administration. Also tasked with staffing the Rental Housing Advisory Board.

Decent and safe housing that is affordable is a basic need of all Vermonters and 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. DHCD's work is designed to produce, support and/or protect housing that is affordable for all Vermonters. Efforts include chairing and staffing both the Vermont Housing Council and the Rental Housing Advisory Board, administering the RFP and contract for the State's 5-year Housing Needs Assessment, general housing policy work, advocating for federal housing resources, administration of the federal Neighborhood Stabilization Program, and the state Charitable Housing Investment Tax Credit. DHCD also provides oversight of the federal HOME program, which is administered by the Vermont Housing and Conservation Board (VHCB). Other initiatives include enhanced fair housing activities, and ongoing participation in interagency efforts to promote the preservation and development of housing and ending homelessness.

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 \$3,005,732.00 in HOME funds in 2019. Retaining compliance and reporting responsibilities, DHCD subgrants the funds to the Vermont Housing and Conservation Board (VHCB) which administers the program. VHCB will use \$2,554,872 in state-wide project implementation funds to create new or rehabilitate existing affordable rental housing units, a minimum of

\$450,859 is set aside for Community Housing Development Organizations (CHDOs), and up to 10% of that amount may be used for CHDO feasibility awards. The HOME Program has been subject to drastic federal 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.

Accomplishments during this past program year (ending June 30, 2019):

- 3 Community housing development organizations (CHDOs) received operating grants of \$50,283 each;
- 6 Projects were funded
- 21 multi-family units were preserved through rehabilitation;
- 55 units met Energy Star Rating.

Projected Accomplishments for FFY2020:

- 2 CHDOs will receive operating grants;
- 15 multi-family units to be preserved or created housing;
- 15 units will meet Energy Star Rating.

Housing Trust Fund is reported separately under the Vermont Housing and Conservation Board; however, it is reported through the HUD Consolidated Annual Performance Evaluation Report (CAPER) with the other HUD funding.

Accomplishments for FFY19:

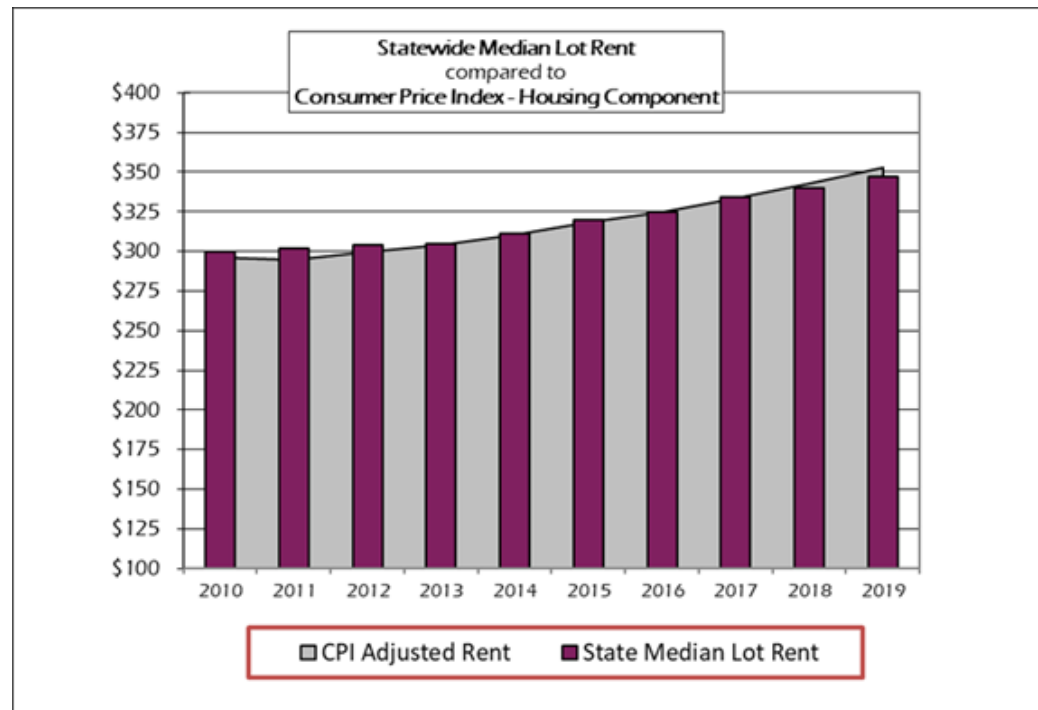
- 4 Projects were awarded funding totaling \$2.5 million.

Mobile Home Park Program: DHCD is tasked with administering Vermont's mobile home park laws, arguably the most progressive in the nation, which are designed to protect the safety and rights of owners and residents. DHCD implements rules concerning mobile home park leases, rent increases, the sale or closure of mobile home parks, and habitability, and conducts an annual registration of all mobile home parks (3 or more mobile homes on a parcel). Two hundred and thirty-eight mobile home parks (17 Cooperatively Owned- up from 13 last year, 47 Non-profit Owned, 174 Private Owned-down from 182 last year) are registered with the Mobile Home Park Program with a total of 7,096 lots. The program serves as a resource on mobile home and park issues; and provides technical assistance to residents, park owners and advocates. Highlights from the past year include increasing the number of online registrations of mobile home parks, assisting resident ownership of four additional mobile home parks, and assisting residents and park owners of mobile home parks put up for sale or for closure. The Department also continues to improve and create an efficient process for addressing complaints from residents concerning habitability and lease violations under Act 8 of 2016 which expanded the Department's authority to enforce the mobile home park law to

include administrative penalties, and investigate and resolve complaints of park owner violations by residents. The program continues to administer the annual \$72,000 CVOEO First Stop grant which provides direct education, advocacy and referral services for individual mobile home park residents. The program also continues to monitor performance of the Champlain Housing Trust Manufactured Housing Down-payment Assistance Grant Program.

To determine if people are better off, DHCD monitors and tracks lot rent increases, and compiles mobile home park statistics via the annual registration. Together these measures ensure park residents continue to have safe, affordable housing.

- **Lot Rent Increases:** In calendar year 2019, any lot rent increase above 3.9% was eligible for mediation. Of 133 lot rent increases, 30 were eligible for mediation, and five increases resulted in mediation.
- **Park Sales:** From July 2018 to June 2019, ten parks with a total of 495 mobile home lots were noticed for sale. When this occurs, all residents are offered meetings and support to help assure their rights are protected. Four of these parks extended their rights to negotiate for the purchase of the park. During this period, three parks with a total of 425 mobile home lots were purchased by their residents as resident owned cooperatives.
- **Park Closures:** Vermont law requires 18 months' notice before closing any lots or mobile home park and requires park owners to offer a park for sale before closing it in order to sell the land. The only closure notice issued this year was for one lot in a small mobile home park in Rutland.
- **Outcomes:** DHCD tracks the difference between median lot rent increases and increases in the consumer price index (CPI) housing index, to evaluate the effectiveness of the statute. As shown in the graph below, state median lot rent over the last ten years has closely tracked increases in CPI.



Community Planning and Revitalization

Provides training, technical assistance and funding to help local leaders plan and implement projects that bring new vitality to their community. Administers \$8.1 million in grants, tax credits and sales tax reallocations; municipal planning grants, electric vehicle charging station grants, and funding for the 11 Regional Planning Commissions. Offers matching grants to municipalities in designated downtowns for transportation-related and clean water infrastructure improvements that support economic development.

Division for Community Planning and Revitalization (CP+R): Vermont’s distinctive sense of place is tied to its primary land use planning goal: to maintain the historic settlement pattern of compact village and urban centers separated by rural countryside. Through collaboration with sister agencies and external partners, the CP+R Division works to provide communities with the tools, training, grants, and incentives for local leaders to plan and implement projects that support thriving and walkable communities – furthering Vermont’s foremost statewide land use goal.

State Designation Programs: CP+R administers the State’s designation programs (Downtowns, Village Centers, New Town Centers, Growth Centers, and Neighborhood Development Areas) which support Vermont’s goal of fostering compact urban centers. Communities value the benefits from the state designations and the support they receive from working with CP+R’s professional staff that include a team of planners, economic development professionals, landscape architects, and historic preservationist.

Applications for designation are reviewed and approved by the Downtown Development Board. Upon designation, communities receive specialized training and technical assistance from the CP+R team as well as development incentives, such as access to downtown and village center tax credits, reallocated sales taxes, and downtown transportation fund grants; priority state grant consideration; waived or lowered permit fees; and streamlined Act 250 requirements.

- Downtowns (23 total). This program provides grants, tax credits, and technical assistance to keep Vermont’s historic, regional centers of commerce strong and vital.
- Village Centers (186 total, 33 new designations added in 2019). Like the downtown program, the village center designation program provides training and tax credits to help Vermont’s smaller centers thrive. The number of designated village centers has increased by 90% (98 to 186) in the last 5 years.
- New Town Centers (2 total). This program is designed to help communities without a traditional downtown, but with the ability to plan and develop a new downtown. The program supports South Burlington’s build out of its City Center with plans to infill the underused University Mall parking lot with pedestrian-friendly housing and businesses. The Town of Berlin received Municipal Planning Grant funds this year to undertake master planning for New Town Center Designation.
- Growth Centers (6 total). Not all development fits in central business districts, and this program helps communities plan for orderly growth in areas that surround a designated downtown village center or new town center. Data shows that the program is achieving its goal to concentrate more than half the towns’ new development within the designated growth center, helping to reduce development pressure on Vermont’s farms and forests.
- Neighborhood Development Areas (6 total, 1 new designation added in 2019). This program provides regulatory benefits and reduced fees for new housing in areas within walking distance of a designated downtown, village or new town center. Lower costs for moderate to affordable housing projects within designated neighborhoods were achieved through state permitting benefits. Timelines were shorter by an estimated average of over 6 months and projects saved an average of \$50,000 in state permit fees.

Downtown and Village Tax Incentives: A benefit of downtown and village center designation, this program spurs investments in traditional commercial centers and provides incentives to encourage investments that make existing buildings safe and accessible. In 2019, the Department allocated \$2.8 million in state tax incentives for 24 projects, supporting more than \$40 million in downtown and village center rehabilitation efforts.

Since the tax credit programs began, over 375 projects in 76 communities have received over \$31 million in tax credits to help bring existing buildings up to code and put underused or vacant buildings back into productive use. Of that total, over \$6 million in state tax credits have helped spur over \$63 million in private investment to rehabilitate historic buildings in Vermont's village centers.

Downtown Transportation Fund: This program supports revitalization efforts in designated downtowns by making these areas more pedestrian, bike, and transit friendly. This year, seven designated downtowns shared over \$516,000 to make their community better. Funds supported Amtrak rail platform and amenities in Middlebury, a comprehensive downtown wayfinding system in Montpelier, crosswalk safety improvements in Newport and Randolph, expansion of Comtu Park in Springfield, sidewalk enhancements in St. Albans, and wayfinding signage in Winooski. An additional \$100,000 of Clean Water funding is available this year to integrate stormwater management features into transportation projects. Since 1999, the fund has invested nearly \$11 million to support 124 projects leveraging over \$48 million in funding in 23 designated downtowns.

CP&R Partnerships in 2019 leveraged nearly \$3.4 million in new funding to support local community planning and revitalization efforts:

- \$100,000 Main Street Grant program with the National Life Group Foundation the Vermont Community Foundation and the Preservation Trust of Vermont to support economic development and community revitalization.
- \$2.8 million with the Agency of Natural Resources to expand the network of electric vehicle charging stations in Vermont.
- \$200,000 in Clean Water Funding with Agency of Natural Resources to plan and build stormwater management features into downtowns and village centers.
- \$34,000 in "Quick Build for Health Grants" from the Vermont Department of Health funding to support project implementation through the Better Connections program partnership.
- \$200,000 grant in partnership with the Agency of Natural Resources to help Wolcott, Burke and East Burke find wastewater solutions to support rural economic development.
- \$60,000 by partnering with the Vermont Association of Realtors, AARP-VT and the Vermont Housing Conservation Board on the "Zoning for Great Neighborhoods project to create new tools and resources to align local regulations with community housing needs and goals.

Community Planning: CP+R also provides technical assistance to local and regional officials integrating planning with community revitalization and place-based economic development, working closely with the Regional Planning Commissions (RPCs) and other agencies within state government. Program outcomes include:

- Led trainings to raise statewide awareness on housing needs and solutions at 5 statewide conferences, including a preview of Zoning for Great Neighborhoods Project at the Vermont Developers' Association Conference.
- Continued to partner with stakeholders to support Act 250 reforms that promote development in downtowns and neighborhoods.

- Helped VCGI prepare and pass parcel mapping legislation to maintain the statewide parcel map used for cross-agency and inter-governmental planning, permitting, and assessment.
- Continued work with partners including sister agencies, USDA-RD, VHCB, VLCT, Preservation Trust of Vermont, VHFA, AARP-VT, VAC, VCF, Efficiency Vermont, Local Motion, VCRD, Vermont Realtors Association, and others to identify and coordinate investments to implement community-driven projects.
- In partnership with Efficiency Vermont, provided targeted energy assistance to businesses and property owners in Newport, Springfield, Rutland, Bellows Falls, St. Johnsbury, and Swanton.
- Developed and collaborated with state agencies, nonprofits, and foundations to advance a statewide placemaking crowdfunding initiative “Better Places” to support local communities in place-based economic development initiatives.
- Supported ANR-FPR in the development and marketing of the VOREC Community Grant Program
- Supported ANR-FPR in the production and marketing of the VT Green Streets Guide, to improve water quality efforts along downtown and village streets and parking lots.
- With VTrans and ANR, continued and expanded the \$300,000 Better Connections interagency grant program, a partnership to boost economic development efforts in Fairlee, Middlebury, and Northfield. Secured \$100,000 in new Clean Water funding to design stormwater reduction features into projects. Added the Vermont Department of Health to the partnership and they contributed \$34,000 in healthy communities funding to support project implementation. Expanded program marketing efforts through interactive online ESRI StoryMap.
- Participated in 6 partner grant reviews to direct more funding to projects located within state designated areas including: Vermont Arts Council (VAC) Animating Infrastructure Grants, NBRC Grants, AARP Placemaking Grants, Working Communities Challenge, ANR Land and Water Conservation Fund Grants, and VAC Cultural Facilities grants.
- Provided on-site meetings and technical assistance to over 82 communities from Newport and Brattleboro to Irasburg and Pownal.
- Administered \$2.9 million in Regional Planning Commission work plans focused on updating parcel and state register historic district maps, and developing focused and measurable regional and local plans.
- Amended the Rules for the Allocation and Distribution of Regional Planning Funds to improve administrative efficiencies and inter-governmental transparency.
- Expanded the Division’s marketing efforts through our quarterly newsletter (with over 3,500 subscribers), program annual reports, 7 press releases, Better Connections and Tax Credits StoryMaps, remote board meeting in Bethel, and statewide presentations and training events.

Municipal Planning Grants (MPG): CP+R administers the MPG program, which helps local leaders tackle issues facing their towns, like where to locate new housing or how to bring needed infrastructure to support new housing, businesses, and economic vitality. This year, 54 communities requested \$825,000 in funds. Just over \$468,000 in available funding was awarded to 31 communities. Funded projects range from evaluating the potential for inter-town firefighting, recovering from the loss of a major local institution, to making way for the types of

homes Vermonters now need, this year's grants give local leaders a boost, helping them tackle challenges with confidence. Since 1998, \$13 million in MPGs have supported initiatives in 235 cities and towns.

Historic Preservation

Dedicated to identifying, preserving, interpreting, and enhancing Vermont's historic resources on behalf of the citizens of the state and promoting them as significant components of our communities. This involves coordination of public and private preservation efforts through federal and state programs. Interprets and maintains 24 state-owned historic sites with 82 buildings and structures, as well as 9 underwater preserves.

Vermont Division for Historic Preservation (VDHP)

VDHP ensures the identification, preservation, rehabilitation, interpretation, and promotion of historic resources. As vibrant components of Vermont's heritage, the state's historic resources shape our 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 13,000 years of our state history. VDHP encourages preservation projects and activities through local and statewide partnerships, educational outreach, national and state register listings, grant and tax credit programs, and stewardship of State-owned historic sites. VDHP's operations, excluding the State-owned historic sites and Roadside Historic Site Markers, are partially funded by the Historic Preservation Grant Fund provided annually through Congressional appropriations to the National Park Service; these activities are under the direction of the State Historic Preservation Office. Some program outcomes in 2019 include the following:

National Register: Seven nominations were successfully processed. As of December 2019, Vermont's National Register listings include 262 historic districts and 11,553 buildings, structures, objects, and sites since 1966. All nominations are now available digitally through our Online Resource Center. At least eleven new or amended nominations are being processed for 2020. An architectural survey, a process essential to understanding and evaluating historic resources has not been a priority for the program as required, is planned in 2020 for a residential neighborhood of Bennington. The survey will result in an expanded historic district with more comprehensive recordation that will benefit project reviews.

Barn Grants: Begun in 1992 and funded through the Capital Budget, this is the oldest state barn grant program in the country. Cumulatively, it has provided over \$3.49 million in grants to help repair and restore nearly 400 historic barns and agricultural outbuildings. For the 2019-2020 grant cycle, the Vermont Advisory Council on Historic Preservation (ACHP) awarded 15 matching grants totaling \$203,126 to aid in the restoration and maintenance of significant buildings that contribute to Vermont's agricultural history. This will leverage \$658,663 in project costs. Projects selected for funding include the 1908 bank barn at the commercial Elmhaven Farm in Addison; the c. 1840 barn last used in the 1990s to house cattle and poultry at the Old Kenneson Homestead in Albany; the Marsh family's Red Top Farm dating from the 1790s; and the c. 1860 three-level barn at the Lyman Crown Farm in Barret. Noted projects include foundation repairs to the 1883 barn at Mountain View Farm in Burke and the 1898 barn of Echo Ledge Farm in Kirby; repairs to the 1870 Murphy barn and

1890 stacked-wood silo in Craftsbury; roof repair on the barns at Center Farm in East Montpelier and the 1820 Miller Farmstead in Ferrisburgh; replacement of the sill of the 1898 Hammond Bank Barn in Franklin; siding replacement on the tie-stall barn of Bedrock Farm in Georgia; and roof and floor repairs for the 1814 gambrel barn on the Old Nash Farm in New Haven. The slate roof of the hay barn of the Idle Hour Farm in Rutland will be replaced; the foundation of the main barn at Hoisington Farm in Weathersfield will be repaired; and the structural framing of 1840 heifer barn at the Johnson Farm in Willison will be rehabilitated. In 2019, for the 2020-2021 grant cycle, 39 applications were received with funding requests totaling \$488,077, a noted decrease over the requests for the two previous years. These will be awarded in February 2020.

Testimonials from grant recipient recount the success of this program in the preservation of character-defining elements of Vermont's working landscape: "I'm so pleased with the completed project and it inspires me to plan for more improvements to the barn" and "We love our barns and the Barn Grant program has helped us keep them strong and beautiful! We are grateful."

Historic Preservation Grants: Begun in 1986 and funded through the Capital Budget, this program has provided \$4.42 million in grants for the rehabilitation of 550 significant community buildings such as town halls, museums, theaters, libraries, recreation centers and other municipal resources. For the 2019-2020 grant cycle, the Vermont Advisory Council on Historic Preservation awarded 14 Historic Preservation grants to municipalities and nonprofit organizations for historic civic buildings. The awarding of \$214,949 in matching grants demonstrated that historic preservation is an essential tool for community revitalization, economic development, and job growth. Grants are competitive, with 43 applications reviewed with funding requests totaling \$663,343. Matching Historic Preservation Grants awarded will help fund work to repair the slate roof of the Ahavath Gerim Synagogue in Burlington's Old North End, Vermont's oldest continuously occupied synagogue and the wood shingle mansard roof of the Grand Isle Lake House, an event and non-profit retreat center donated to the Preservation Trust of Vermont for preservation purposes. The Vermont Studio Center will replace the metal roof of Chesamore Hall, now called Barbara White Studios. This historic Italianate academy has provided a home for education in Johnson since 1866. Comprehensive rehabilitation will be undertaken at the Duba Blacksmith Shop in Isle la Motte. Structural repairs shall happen at the Old Church Theater in Bradford and at the Memorial Hall in Calais, constructed as a Grand Army of the Republic (GAR) memorial hall dedicated to the memory of Union veterans of the Civil War. Window restoration projects will be completed at Enosburg's Masonic Hall, St. Andrew's Episcopal church in St. Johnsbury, and St. Paul's Episcopal Church in Vergennes. The windows of the Unitarian Universalist Meeting House in Burlington shall be restored, with special attention paid to the monumental arched window in the tower. The entry doors and windows of the Tenney Memorial Library, construction in 1897 in Newbury will be rehabilitated and the original plaster in the children's reading room restored. The 1805 steeple of the Federal-style United Baptist Church in Poultney will be preserved. The failing steps and retaining wall of the former schoolhouse (now town hall) in Proctor will be repaired to ensure safety of all visitors. The St. Albans Bay Park Stone House, built in 1933 by the Civilian Conservation Corps, will undergo major rehabilitation with grant funds supporting preservation of the doors and windows. For the 2020-2021 grant cycle, 52 applications for proposed projects were received, requesting \$753,429; this is an increase in the requests from the three previous years. Only \$217,166 is available; 16 grant projects were awarded in December 2018 and contracting is underway.

Federal Rehabilitation Investment Tax Credits (RITC): Since 2002, Vermont has completed 288 federal RITC projects, with \$305 million in development costs and \$265 million in qualified rehabilitation expenditures. Total federal tax credits reached \$53 million. This aided in the creation of an estimated 4808 jobs (2,174 in construction and 2,634 permanent positions). For 2018, the National Park Service report the completion of eight Vermont projects, which received almost \$3 million in tax incentives resulting in more than \$16 million in qualified rehabilitation investment through the employment of contractors and purchasing of materials. Of the fourteen projects completed in federal fiscal year 2019, nine created or rehabilitated housing units, resulting in 56 units of new or rehabilitated housing. Projects included the French Block in Montpelier, the Montgomery Ward Building in Newport, the Dubuc Blacksmith Shop in Burlington, and the Quincy Hotel in Enosburg. The French Block project included rehabilitation of two upper stories of an 1875 building designed with five commercial spaces on the ground floor. In 1937, the 14 units of housing were intentionally vacated because the property owner was denied a permit to demolish these upper two stories. Now after 81 years, the rehabilitated stories provide 18 apartments, bringing a significant residential back to life in downtown Montpelier. This project is noted as a success story and is promoted through Vermont's RITC program. There are fifty active Rehabilitation Investment Tax Credit (RITC) projects at various phases currently being reviewed by SHPO. SHPO is currently processing 34 projects in various states of review internally and by the NPS. Forty-one potential projects have been identified by the Tax Credit Reviewer.

Certified Local Government (CLG): This program helps 16 communities survey, protect and use local historic resources by supporting the active role of local preservation commissions. The Village of Cambridge became Vermont's 16th CLG in 2019; this is the smallest CLG community in Vermont and one of the smallest in the nation. Swanton, St. Albans Town, and St. Albans City have all established their local Historic Preservation Commissions and are in the process of applying for CLG designation. Brattleboro, Wilmington, Hyde Park, Bradford, South Burlington, Fair Haven, Bristol, Montgomery Center, Rutland City, and Waterbury are still in the planning stages. Supported by federal funding totaling \$68,250, the nine CLG projects in seven communities assisted with the 2019 Historic Preservation and Downtown Conference in Montpelier; intensive-level survey of family farm and related subdivision; podcast tour series exploring early settlement, historic schools, and early industry, cemetery conservation workshops; two National Register nominations; plaster repairs of the ca. 1878 Rockingham Meeting House; and a speakers' series and historic building workshop. For 2020-2021, applications for funding were received from nine CLG communities, with the total request of \$82,675. SHPO has pledged \$74,523, which is the required 10% of our expected federal funding. This grant cycle is competitive for the first time in about ten years.

Project Reviews: VDHP reviewed and consulted on 1,892 development projects receiving federal 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. VDHP staff processed 274 projects under Criterion 8 of Act 250 and submitted complete reviews for 57 projects. The Project Review Team completed review on 174 projects under 22 VSA, and also reviewed 74 renewable energy projects for Title 248 such as solar, hydro and wind installations that require a Certificate of Public Good from the Public Service Board. Eighteen Memorandums of Agreement were signed for Section 106 activities. This included SHPO consultation with FERC for four hydroelectric projects, dam

removals with the Army Corps of Engineers, redevelopment projects in Brattleboro and St. Albans with HUD, and four disaster mitigation projects with FEMA. Additionally, four memorandums of agreement for adverse effects were signed with FHWA: Brandon Park Street, Proctor Bridge No. 3, Burlington Roundabout, and North Hero Bridge Rehabilitation. The review team will continue increasing time spent on FERC relicensing of hydroelectric projects; we are anticipating 25 concurrent relicensing processes. Many of these licensed projects have not had historic resource survey and identification studies completed and will need them during the study periods of the relicensing. It is likely that most facilities will also need new or updated Historic Property Management Plans. Overall, the Project Review Team continues to maintain a 94 percent completion rate within 30 days.

VDHP 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 and studies necessary for the preservation of historic properties. All these activities must meet the NPS standards as outlined in our Historic Preservation Grant application. 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:

FEDERAL ENVIRONMENTAL REVIEWS COMPLETED UNDER PROGRAMMATIC AGREEMENTS	2013	2014	2015	2016	2017	2018	2019
Properties meeting National Register criteria for which a written eligibility opinion is provided	428	181	544	255	411	385	332
Properties <u>not</u> meeting National Register criteria for which a written eligibility opinion is provided	53	84	102	170	1253	1163	1204
Findings of "No Properties" and/or "No Effect" on which written opinions are provided	1420	1879	1281	1136	1447	1669	1568
Other findings of "Effect" on which written opinions are provided	488	144	191	217	346	406	324
Memoranda of agreement signed	8	27	3	15	11	12	26
Programmatic agreements signed	1	0	1	0	1	1	2

Vermont Archeology Heritage Center (VAHC): The center opened in September 2012 and occupies 1,850 square feet at the Vermont History Center in Barre most of which is devoted to the curation of archaeological artifacts and archives dating to all time periods of Vermont's 13,000-year human past, with a small area for office, research, and museum space. The curated collection contains information on more than 990 archaeological sites in 1,970 archival boxes that house millions of artifacts. VAHC provides unique opportunities to

educate communities, teachers, students, researchers, and the interested public about Vermont's archaeological history. Since its opening in 2012, VAHC has hosted 2,430 visitors.

VAHC also serves as the headquarters for Vermont Archaeology Month (VAM), which is held every September. A total of 18 events were held throughout Vermont with 900 total attendees. These totals represent an outstanding overall program given the lack of a dedicated coordinator or paid advertising. Events included lectures, demonstrations, hands-on workshops and the 24th annual Atlatl Championship. Working with the University of the Vermont Anthropology Program and the Burack distinguished lecture series, VAM's premier event in 2019 was a lecture given by Dr. Christopher Wolff, professor at the University at Albany – SUNY, was the invited speaker for the seventh annual James B. Petersen memorial lecture. His talk was entitled: *The Big Thaw: The Effects of a Warming Climate on Past, Present, and Future Arctic Peoples*. It examined the relationships between ecological change and northern coastal hunter-gatherers to evaluate the impacts of climate change on the indigenous peoples of the Arctic and their cultural heritage. The highly successful event was attended by 50 people.

Roadside Historic Site Markers: VDHP is charged with approving and overseeing the creation and installation of Vermont Roadside Historic Site Markers. This is the smallest state program with a great reach and overwhelming popularity. The program was established in 1947, with the installation of ten markers the first year. Since then, more than 269 site markers have been placed statewide, with one in Virginia, to commemorate events significant to local communities, the state, and nation. More than fifteen applications for new markers are submitted annually. In 2019, nineteen new or replacement markers were installed, honoring the history of several educational institutions including Sterling College in Craftsbury, Thetford Academy in Thetford, and the Randolph State Normal School. Legislative history was commemorated in Middlebury at Court Square, while the cultural history of Enosburg was marked at the Enosburg Falls Opera House. Vermont's industrial heritage was recorded at Ben's Mill in Barnet, with the Pleasant View Farm's White Farmhouse in South Burlington noting the agricultural history of property now owned by the University of Vermont. Recreation was a major theme this year with markers commemorating Camp Farnsworth in Thetford, Camp Wapanacki in Hardwick, and the First International Ice Hockey Game in Burlington. The marker for the hockey game was the first to have one side presented in English and one side in French; two markers now have this bilingual text. With more than 45 percent of the markers over 35 years of age, funding enables seven to ten markers a year to be restored by the original foundry. The online interactive map was upgraded from a shortlist story map to an interactive web application. This new advanced application provides full access on all mobile devices, and allows visitors customized tours by marker content type, or regions of the state. A process for deaccessioning or retiring incorrect or replaced markers was established with our Agency of Transportation, which has a sign destruction policy and process.

State-owned Historic Sites: Our State-owned Historic Sites connect visitors to the places where Vermont's history happened. There are fourteen sites comprised of 62 buildings and structures serving 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 19th century, a monument to a Revolutionary War patriot, and the iconic Bennington Battle Monument

– the tallest structure in the state of Vermont. The collected statistics record more than 1.36 million visitors have been welcomed by Vermont’s State Historic Sites since 1998. Revenues from admissions, gift shop sales, donations, and rentals provide 51 percent of the sites’ budget. Nearly 63,600 visitors toured the Vermont State Historic Sites during the 2019 season, which runs from April to October.

STATE FISCAL YEAR	ATTENDANCE	ADMISSIONS RECEIPTS	GIFT SHOP RECEIPTS
FY20	63,655	\$236,931	\$207,125
FY19	62,674	\$230,167	\$203,448
FY18	64,890	\$249,096	\$216,064
FY17	64,334	\$223,805	\$193,074
FY16	50,756	\$197,209	\$205,879
FY15	51,285	\$212,523	\$169,698
FY14	49,694	\$212,893	\$204,437
FY13	64,474	\$190,387	\$207,109
FY12	60,408	\$159,888	\$171,599
FY11	62,445	\$178,054	\$207,504

VDHP also owns two metal lattice bridges, five covered bridges, and the Forestdale iron blast furnace, as well as serving as custodian of all underwater sites under Vermont waters, including exceptional historic shipwrecks. Nine of these are open to recreational divers as Vermont’s Underwater Historic Preserve, with nearly 500 visitors in 2019. Maintenance of all the state-owned historic sites is a priority, ensuring all sites are properly preserved and interpreted, and safe for our visiting public. Conditions studies have been conducted at all the sites to outline maintenance priorities and aid in creating the ten-year maintenance plan as we address deferred maintenance issues and seek to hire a preservation facilities manager. Staffing assignments are being adapted and new contracts completed with the appropriate vendors/contractors to address the issues related to deferred maintenance. Additional funding was granted through the Capital Construction Bill to aid in the daily routine and major maintenance at the Historic Sites. A detailed list of pending projects with professional contractor estimates directs the maintenance priorities undertaken.

PROPOSED ONE TIME PROGRAM INCREASE AND BUDGET IMPACT FOR FY21

This Administration's FY21 budget includes a **Community Investment Package** that helps the state tackle its housing, revenue, and demographic challenges by aligning state and local regulations with new funding to increase housing quality, supply, and affordability within Vermont's downtowns, villages, and neighborhoods. The proposal:

- **Speeds permitting for new and rehabilitated housing units by exempting certain state designated centers from Act 250 and state water and wastewater connections permits. (no cost)**
- **Provides new tools, funding, and training to help municipalities adopt 'housing ready' bylaws. (\$250,000 onetime General Fund)**
- **Trains the next generation of builders and landlords to help jump-start housing investment in all counties. (\$50,000 onetime General Fund)**
- **Makes rental housing in state designated Neighborhood Development Areas eligible for Downtown and Village Center Tax Credits. (\$1.4 million increase in Downtown & Village Center Tax Credits - forgone revenue)**
- **Offers new grants to bring unsafe, blighted, and vacant rental units up to code and back online. (\$1 million onetime General Fund)**
- **Eliminates capital gains on the sale of improved homes, used as primary residence, located within federally designated Opportunity Zones. (\$100,000 forgone revenue)**
- **Establishes a framework to leverage funding for 'placemaking' projects within state designated centers. (\$250,000 onetime General Fund)**

Department of Housing and Community Development

COMMISSIONER

Josh Hanford

STAFF: 32 (FY 2020)



Summary of FY 2019 Impacts

\$19.6 M
PROGRAM DOLLARS
INVESTED

\$160.9 M
TOTAL DOLLARS
LEVERAGED

154
NEW JOBS
CREATED

5,199
HOUSING UNITS
CREATED OR
PRESERVED

FY 2019 Major Department Highlights

Vermont Community Development Program

Administers annual federal allocation of Community Development Block Grants through a statewide competitive grant program addressing local needs in the areas of housing, economic development, public infrastructure and services.

* Based on 2.2 Persons per Household Assisted



\$7.7 M
Program Dollars
Invested



\$92 M
Total Dollars
Leveraged



11,849
Low-Income
Vermonters Assisted*



143
Housing Units
Created

Community Planning and Revitalization

Provides training, technical assistance, and funding, and coordinates regional planning efforts, to help communities incent smart growth and working landscapes to bring new vitality to their community centers.

** Based on Populations of Communities Assisted



\$5.9 M
Program Dollars
Invested



\$82.9 M
Total Dollars
Leveraged



247,175
Vermonters
Reached**



262
Communities
Served

Historic Preservation

The Division for Historic Preservation (VDHP) is dedicated to identifying, preserving, and interpreting historic resources on behalf of the citizens of the state and promoting them as significant components of our communities.



\$5.2 M
Program Dollars
Invested



\$18.1 M
Total Dollars
Leveraged



63,655
Annual Number of
Visitors at State-owned
Historic Sites



94
Historic Properties
Assisted

Housing

Coordinates state housing policy through the VT Housing Council and HUD Consolidated Plan. Administers the statutory requirements of the Mobile Home Park Program and administers the VT Charitable Housing Tax Credit.



\$72,000
Program Dollars
Invested



\$131,869
Total Dollars
Leveraged



10,694
Vermonters
Served*



4,861
Housing Units
Preserved

FY 2021

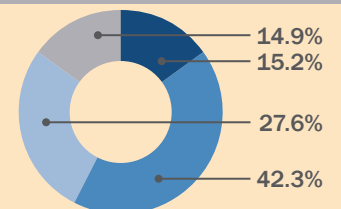
PROPOSED GENERAL
FUND APPROPRIATION:

\$2.9 M

BUDGET

\$19,309,220

General Funds	\$2,938,012
Federal Funds	\$8,164,967
Special Funds	\$5,329,955
All Other Funds	\$2,876,286



DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (DHCD)								
	Financial Info							
Programs	Financial Category	GF \$\$	Spec F (incl tobacco) \$\$	Fed F \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions (if available)	\$ Amounts granted out (if available)
PROGRAM #1 ADMINISTRATION								
Oversees the human, technical and financial resources of the Department. ALong with their statutory duties, the Commissioner and Deputy Commissioner represent the Governor and Agency Secretary on a number of boards and commissions as well as serve as the public face of the Department. The General Counsel provides legal expertise for the Department as well as additional support for the Agency's General Counsel. The Executive Assistant provides administrative support to the Commissioner, Deputy and the entire Department as well as scheduling, meeting coordination and limited administrative support for the Agency Secretary and Deputy Secretary.	FY 2019 Actual expenditures	\$ 524,204.00		\$ 6,906.00		\$ 531,110.00	4	\$ -
	FY 2020 estimated expenditures (including requested budget adjustments)	\$ 560,969.00		\$ 20,418.00		\$ 581,387.00	4	\$ -
	FY 2021 Budget Request for Governor's Recommendation	\$ 549,895.00		\$ 19,462.00		\$ 569,357.00	4	\$ -
PROGRAM #2 VERMONT COMMUNITY DEVELOPMENT PROGRAM (VCDP)								
The Vermont Community Development Program (VCDP) administers and assists municipalities' participation in the federal Community Development Block Grant program(CDBG) which funds over \$6.5 million of housing, economic development, public facility and public services projects to benefit persons of lower income. VCDP consists of two teams that work collaboratively together: CD and Grants Management (GM). The CD Team provides up front program education and guidance as well as financial and technical assistance, to participants from application inception, through award to grant agreement. The Grants Management team assists grantees in compliance with requirements of CDBG as well as other federal & state programs administered by the Agency: Disaster Recovery, Neighborhood Stabilization Programs, HOME, Regional Planning Grants and Historic Preservation grants. GM is responsible for monitoring compliance and reporting to HUD and OMB for federal awards currently in excess of \$70 million. VCDP FY19 highlight: \$40M CDBG Disaster Recovery funding used to help over 100 communities recover from Tropical Storm Irene will close out.	FY 2019 Actual expenditures	\$ 516,185.00	\$ 68,224.00	\$ 9,483,903.00		\$ 10,068,312.00	8	\$ 9,172,837.00
	FY 2020 estimated expenditures (including requested budget adjustments)	\$ 510,340.00	\$ 400,831.00	\$ 6,992,860.00		\$ 7,904,031.00	8	\$ 7,086,075.00
	FY 2021 Budget Request for Governor's Recommendation	\$ 540,018.00	\$ 401,043.00	\$ 7,274,516.00		\$ 8,215,577.00	8	\$ 7,385,588.00
PROGRAM #3 COMMUNITY PLANNING & REVITALIZATION (CP&R)								
Provides training, technical assistance and funding to help local leaders plan and implement projects that bring new vitality to their community. Administers \$8.1M in grants, tax credits and sales tax reallocations; municipal planning grants, electric vehicle charging station grants, and funding for the 11 Regional Planning Commissions. Offers matching grants to municipalities in designated downtowns for transportation-related and clean water infrastructure improvements that support economic development.	FY 2019 Actual expenditures	\$ 587,524.00	\$ 3,674,024.00	\$ -	\$ 86,460.00	\$ 4,348,008.00	6	\$ 3,719,484.00
	FY 2020 estimated expenditures (including requested budget adjustments)	\$ 500,347.00	\$ 4,025,865.00	\$ -	\$ 453,001.00	\$ 4,979,213.00	6	\$ 4,296,245.00
	FY 2021 Budget Request for Governor's Recommendation	\$ 521,460.00	\$ 4,026,358.00	\$ -	\$ 2,870,000.00	\$ 7,417,818.00	6	\$ 6,664,096.00
PROGRAM #4 HISTORIC PRESERVATION								
The Vermont Division for Historic Preservation (VDHP) is dedicated to identifying, preserving, and interpreting historic resources on behalf of the state and promoting them as significant components of our communities. VDHP encourages preservation projects through local and statewide partnerships, educational outreach, State and National Registers listings, and grant and tax credit programs. This involves coordination of public and private preservation efforts through federal and state programs.	FY 2019 Actual expenditures	\$ 457,193.00	\$ 47,773.00	\$ 570,206.00		\$ 1,075,172.00	9	\$ 65,467.00
	FY 2020 estimated expenditures (including requested budget adjustments)	\$ 471,874.00	\$ 138,909.00	\$ 588,544.00		\$ 1,199,327.00	9	\$ 59,038.00
	FY 2021 Budget Request for Governor's Recommendation	\$ 596,044.00	\$ 222,221.00	\$ 570,206.00		\$ 1,388,471.00	8	\$ 79,901.00
PROGRAM #5 HISTORIC SITES								
Interprets and maintains 24 state-owned historic sites with 82 buildings and structures, as well as 10 underwater preserves.	FY 2019 Actual expenditures	\$ 610,323.00	\$ 536,441.00	\$ -		\$ 1,146,764.00	4	\$ -
	FY 2020 estimated expenditures (including requested budget adjustments)	\$ 514,802.00	\$ 540,128.00	\$ -		\$ 1,054,930.00	4	\$ -
	FY 2021 Budget Request for Governor's Recommendation	\$ 517,190.00	\$ 600,513.00	\$ -	\$ 6,286.00	\$ 1,123,989.00	4	\$ -
PROGRAM #6 HOUSING								
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 assists with HOME program administration. Also tasked with staffing the Rental Housing Advisory Board created by Act 188 during the 2018 legislative session.	FY 2019 Actual expenditures	\$ 192,265.00	\$ 78,282.00	\$ 300,783.00		\$ 571,330.00	2	\$ 353,621.00
	FY 2020 estimated expenditures (including requested budget adjustments)	\$ 195,581.00	\$ 79,500.00	\$ 281,922.00		\$ 557,003.00	2	\$ 331,692.00
	FY 2021 Budget Request for Governor's Recommendation	\$ 213,405.00	\$ 79,820.00	\$ 300,783.00		\$ 594,008.00	2	\$ 334,692.00
	FY 2019 Actuals	\$ 2,887,694.00	\$ 4,404,744.00	\$ 10,361,798.00	\$ 86,460.00	\$ 17,740,696.00	33	\$ 13,311,409.00
	FY 2020 Estimated	\$ 2,753,913.00	\$ 5,185,233.00	\$ 7,883,744.00	\$ 453,001.00	\$ 16,275,891.00	33	\$ 11,773,050.00
	FY 2021 Budget Request	\$ 2,938,012.00	\$ 5,329,955.00	\$ 8,164,967.00	\$ 2,876,286.00	\$ 19,309,220.00	32	\$ 14,464,277.00
	FY21 Targets	\$ 2,938,012.00	\$ 5,329,955.00	\$ 8,164,967.00	\$ 2,876,286.00	\$ 19,309,220.00	32	\$ 14,464,277.00
	Difference	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -

Programmatic Performance Measure Report					Attachment A-2
Department of Housing & Community Development		Performance Measure Info			
Programs	Measure Name	Measure Type	Previous Period Value	Current Period Value	Reporting Period
PROGRAM #1 HISTORIC SITES					
The mission of the Vermont State-owned Historic Sites Program, which is part of the Vermont Division for Historic Preservation, is to encourage the discovery and appreciation of the state's rich heritage through the stewardship and interpretation of historic sites that evoke an authentic sense of time and place. The Vermont State-owned Historic Sites Program supports the Executive and Agency goals and priorities to make Vermont more affordable and grow the economy. The program and funding promote the public's knowledge and use of historic sites and resources; furthering a stronger sense of the environment, history and community; and strengthening stewardship of public and private historic assets. The historic sites have welcomed 1,454,264 visitors from Vermont, across the United States, and around the world since 1999. The Program includes 83 state-owned historic resources located throughout Vermont; ten sites with 62 resources are open to the public for touring, education, and community events/meetings. These historic sites speak to not only the historic context and architectural heritage of Vermont, but also to our national history, with the homes of U.S. senators and presidents. Our historic sites teach the public about the Revolutionary War, War of 1812, emancipation of slaves, architecture from the 18th through 20th centuries, agriculture and working landscapes, Native Americans, education, and our state's progressive 1777 Constitution. What our visitors learn at these historic sites, they take with them when they return to their Vermont homes or beyond our state's borders. These stories cannot be told without the buildings, sites, structures, and objects where the events actually occurred, and their preservation/maintenance is essential to enable that education, tourism, and celebration. The funding provided through the Capital Construction Budget covers the maintenance at state-owned historic sites statewide, including routine, preventive, emergency, deferred, ongoing, and major maintenance activities. This allows the admissions fees to be affordable for all Vermont residents and visitors; admission is free to school-aged children and active military. The historic sites grow the economy with the employment of five permanent and 56 seasonal employees, with vendors and contractors engaged for more than 50 construction projects annually. Maintenance projects are strategically planned and prioritized with conditions assessments and engineering reports. (Measure1: CY17 & CY18; Measures 2 & 3: SFY18 & SFY19)	Number of visitors to state-owned historic sites	How Much?	65,948	63,926	CY
	Revenue from gift shop and admission	How Well?	508,641	526,891	SFY
	Number of Historic Sites Maintenance projects completed/underway	Better Off?	54	64	SFY
PROGRAM #2 HOUSING					
Mobile Home Park Program- Administers statutory requirements of the state Mobile Home Park program. Ensures residents of mobile home parks are not displaced by park closures, large un-planned lot rent increases and infrastructure failures. Conducts annual registration and inventory of all 238 Mobile Home Parks and 7,000 lots. Helps park residents become cooperative/resident owners of their mobile home parks. (Measures 1, 2 & 3: CY17 & CY18)	% of mobile home parks in the state registered?	How Much?	99%	99%	CY
	How many Mobile Home Park lots registered?	How Well?	7,126	7,113	CY
	% of Mobile Home Park lots vacant	Better Off?	5.2%	5.1%	CY
PROGRAM #3 HISTORIC PRESERVATION					
Barn Grant Program- Preserving Vermont's Historic Agricultural Buildings: This matching grant program helps owners repair historic agricultural buildings. Grants of up to \$15,000 are awarded to repair roofs, structural elements, windows, foundations, cupolas and more. (Measures 1, 2 & 3: SFY18 & SFY19)	How many Barn Grant applications were submitted?	How Much?	45	51	SFY
	How many Barns Grants were awarded?	Better Off?	17	15	SFY
	How much \$ did the Barn Grant leverage?	How Well?	815,131	619,023	SFY
Note: Please do not rename the "FY21 PM Reporting" tab as this will cause the macro button to stop working.					

Department of Economic Development

Joan Goldstein, Commissioner

Brett Long, Deputy Commissioner

FY 2021 Governor's Recommend	\$ 10,467,280
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Fiscal Year 2021 Budget Changes by Dept. - Economic Development					
	By Fund				
	General \$\$	Special \$\$	Federal \$\$	Interdept'l	Total \$\$
				Transfer \$\$	
Approp #1, Economic Development FY 2020 Approp	4,942,394	1,645,350	3,708,366	45,000	10,341,110
					-
Approp #1, FY 2020 Approp Amended	4,942,394	1,645,350	3,708,366	45,000	10,341,110
<u>Personal Services</u>					
Salary change	(7,461)	102,537	(66,483)		28,593
Fringe Benefit change	(12,480)	30,158	(33,275)		(15,597)
					-
NBRC Capacity Award - Salary change	(33,678)		33,678		-
NBRC Capacity Award - Fringe Benefit change	(13,784)		13,784		-
					-
Retirement Increase Allotment	3,657	1,273	2,897		7,827
Total Net Salary/Fringe Changes	(63,746)	133,968	(49,399)	-	20,823
Workers Compensation - base increase	3,171	528	673		4,372
					-
Other Personal Services	8,004		19,314		27,318
					-
Contracted 3rd Party Services	5,450	(21,897)	(62,679)		(79,126)
					-
Vacancy Turnover Savings	16,287				16,287
Total Personal Services Change	(30,834)	112,599	(92,091)	-	(10,326)
<u>Operating</u>					
Internal Service Fees - base increase (Insurances, VISION, ADS Allocated Fee)	8,939	24,344	(1,869)		31,414
NBRC Dues	47,462				47,462
Net Operating changes	(8,420)	123,057	(95,637)		19,000
Total Operating Change	47,981	147,401	(97,506)	-	97,876
<u>Grants</u>					
Grant reduction - Job Zones	(1,380)				(1,380)
					-
Grant increase - Newport Economic Development EB-5 Settlement (\$20,000 per year for 5 years). Misc Fines & Fees Special Fund (21054).		40,000			40,000
Total Grants Change	(1,380)	40,000	-	-	38,620
					-
Total Additions/(Reductions) FY 2021 to reach Gov Rec	15,767	300,000	(189,597)	-	126,170
Approp #1 FY 2021 Governor Recommend	4,958,161	1,945,350	3,518,769	45,000	10,467,280

State of Vermont
FY2021 Governor's Recommend Budget: Rollup Report

Organization: 7120010000 - Economic Development

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Salaries and Wages	1,370,238	1,463,259	1,463,259	1,508,139	44,880	3.1%
Fringe Benefits	635,590	760,811	760,811	757,413	(3,398)	-0.4%
Contracted and 3rd Party Service	302,885	1,687,131	1,687,131	1,608,005	(79,126)	-4.7%
PerDiem and Other Personal Services	3,850	115,831	115,831	143,149	27,318	23.6%
Budget Object Group Total: 1. PERSONAL SERVICES	2,312,564	4,027,032	4,027,032	4,016,706	(10,326)	-0.3%

Budget Object Group: 2. OPERATING

Budget Object Rollup Name						
Equipment	9,136	9,000	9,000	10,000	1,000	11.1%
IT/Telecom Services and Equipment	65,853	81,823	81,823	94,243	12,420	15.2%
Travel	104,191	137,516	137,516	116,916	(20,600)	-15.0%
Supplies	17,939	16,970	16,970	28,961	11,991	70.7%
Other Purchased Services	631,102	827,695	827,695	918,145	90,450	10.9%
Other Operating Expenses	3,469	3,000	3,000	3,032	32	1.1%
Rental Other	5,618	4,500	4,500	7,850	3,350	74.4%
Rental Property	175	200	200	200	0	0.0%
Property and Maintenance	2,508	800	800	3,300	2,500	312.5%
Repair and Maintenance Services	11,370	12,975	12,975	13,008	33	0.3%
Rentals	5,155	8,500	8,500	5,200	(3,300)	-38.8%
Budget Object Group Total: 2. OPERATING	856,515	1,102,979	1,102,979	1,200,855	97,876	8.9%

Budget Object Group: 3. GRANTS

Budget Object Rollup Name						
Grants Rollup	5,332,196	5,211,099	5,211,099	5,249,719	38,620	0.7%
Budget Object Group Total: 3. GRANTS	5,332,196	5,211,099	5,211,099	5,249,719	38,620	0.7%

Total Expenses	8,501,275	10,341,110	10,341,110	10,467,280	126,170	1.2%
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Fund Name	FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
General Funds	5,154,708	4,942,394	4,942,394	4,958,161	15,767	0.3%
Special Fund	2,195,415	1,645,350	1,645,350	1,945,350	300,000	18.2%
Federal Funds	1,149,073	3,708,366	3,708,366	3,518,769	(189,597)	-5.1%
IDT Funds	2,078	45,000	45,000	45,000	0	0.0%
Funds Total	8,501,275	10,341,110	10,341,110	10,467,280	126,170	1.2%

Position Count				22		
FTE Total				22		

State of Vermont

FY2021 Governor's Recommended Budget: Detail Report

Organization: 7120010000 - Economic Development

Budget Object Group: 1. PERSONAL SERVICES

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Salaries and Wages							
Description	Code						
Classified Employees	500000	1,357,919	1,071,715	1,071,715	1,103,074	31,359	2.9%
Exempt	500010	0	473,450	473,450	470,684	(2,766)	-0.6%
Overtime	500060	12,320	7,000	7,000	7,000	0	0.0%
Vacancy Turnover Savings	508000	0	(88,906)	(88,906)	(72,619)	16,287	-18.3%
Total: Salaries and Wages		1,370,238	1,463,259	1,463,259	1,508,139	44,880	3.1%
Fringe Benefits							
Description	Code						
FICA - Classified Employees	501000	100,099	81,986	81,986	84,386	2,400	2.9%
FICA - Exempt	501010	0	36,219	36,219	36,008	(211)	-0.6%
Health Ins - Classified Empl	501500	268,418	237,700	237,700	237,699	(1)	0.0%
Health Ins - Exempt	501510	0	76,229	76,229	43,328	(32,901)	-43.2%
Retirement - Classified Empl	502000	241,127	232,005	232,005	231,648	(357)	-0.2%
Retirement - Exempt	502010	0	63,612	63,612	87,177	23,565	37.0%
Dental - Classified Employees	502500	15,522	14,501	14,501	14,212	(289)	-2.0%
Dental - Exempt	502510	0	4,265	4,265	4,180	(85)	-2.0%
Life Ins - Classified Empl	503000	4,570	4,020	4,020	4,136	116	2.9%
Life Ins - Exempt	503010	0	1,628	1,628	1,604	(24)	-1.5%
LTD - Classified Employees	503500	636	0	0	0	0	0.0%
LTD - Exempt	503510	0	1,089	1,089	1,084	(5)	-0.5%
EAP - Classified Empl	504000	613	527	527	544	17	3.2%
EAP - Exempt	504010	0	155	155	160	5	3.2%
Employee Tuition Costs	504530	0	1,200	1,200	1,200	0	0.0%
Workers Comp - Ins Premium	505200	4,465	5,675	5,675	10,047	4,372	77.0%
Catamount Health Assessment	505700	140	0	0	0	0	0.0%
Total: Fringe Benefits		635,590	760,811	760,811	757,413	(3,398)	-0.4%

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Contracted and 3rd Party Service							
Description	Code						
Contr&3Rd Party-Fulfillment	507020	1,000	0	0	0	0	0.0%
Contr & 3Rd Party - Financial	507100	0	68,619	68,619	46,722	(21,897)	-31.9%
Contr&3Rd Pty-Educ & Training	507350	1,400	148,500	148,500	148,500	0	0.0%
IT Contracts - Servers	507543	9,250	18,500	18,500	18,500	0	0.0%
Advertising/Marketing-Other	507563	189,388	61,000	61,000	61,000	0	0.0%
IT Contracts - Application Development	507565	13,422	38,112	38,112	20,000	(18,112)	-47.5%
IT Contracts - Application Support	507566	18,113	0	0	18,112	18,112	100.0%
Other Contr and 3Rd Pty Serv	507600	69,334	1,352,400	1,352,400	1,295,171	(57,229)	-4.2%
Recording & Other Fees	507620	978	0	0	0	0	0.0%
Total: Contracted and 3rd Party Service		302,885	1,687,131	1,687,131	1,608,005	(79,126)	-4.7%

PerDiem and Other Personal Services							
Description	Code						
Per Diem	506000	3,850	3,500	3,500	3,500	0	0.0%
Other Pers Serv	506200	0	112,331	112,331	139,649	27,318	24.3%
Total: PerDiem and Other Personal Services		3,850	115,831	115,831	143,149	27,318	23.6%

Total: 1. PERSONAL SERVICES	2,312,564	4,027,032	4,027,032	4,016,706	(10,326)	-0.3%
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Budget Object Group: 2. OPERATING

Equipment							
Description	Code						
Hardware - Desktop & Laptop Pc	522216	8,051	9,000	9,000	10,000	1,000	11.1%
Software - Desktop	522286	726	0	0	0	0	0.0%
Other Equipment	522400	20	0	0	0	0	0.0%
Furniture & Fixtures	522700	339	0	0	0	0	0.0%
Total: Equipment		9,136	9,000	9,000	10,000	1,000	11.1%

IT/Telecom Services and Equipment		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Description	Code						
ADS VOIP Expense	516605	2,443	0	0	5,000	5,000	100.0%
Telecom-Toll Free Phone Serv	516657	80	100	100	100	0	0.0%
Telecom-Conf Calling Services	516658	0	100	100	100	0	0.0%
Telecom-Wireless Phone Service	516659	6,919	8,250	8,250	9,250	1,000	12.1%
ADS Enterp App Supp SOV Emp Exp	516660	34,176	39,206	39,206	40,440	1,234	3.1%
It Intsvccost-Vision/Isdassess	516671	1,348	1,402	1,402	1,402	0	0.0%
ADS Centrex Exp.	516672	3,111	1,713	1,713	3,186	1,473	86.0%
ADS Allocation Exp.	516685	16,593	26,166	26,166	29,879	3,713	14.2%
Hw-Personal Mobile Devices	522258	1,183	4,886	4,886	4,886	0	0.0%
Total: IT/Telecom Services and Equipment		65,853	81,823	81,823	94,243	12,420	15.2%

Other Operating Expenses							
Description	Code						
Single Audit Allocation	523620	2,857	3,000	3,000	3,032	32	1.1%
Registration & Identification	523640	168	0	0	0	0	0.0%
Bank Service Charges	524000	444	0	0	0	0	0.0%
Total: Other Operating Expenses		3,469	3,000	3,000	3,032	32	1.1%

			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Other Purchased Services		FY2019 Actuals					
Description	Code						
Insurance Other Than Empl Bene	516000	20,166	22,440	22,440	20,266	(2,174)	-9.7%
Insurance - General Liability	516010	4,500	24,903	24,903	44,608	19,705	79.1%
Dues	516500	11,934	72,000	72,000	59,962	(12,038)	-16.7%
Telecom-Mobile Wireless Data	516623	7,882	7,500	7,500	7,500	0	0.0%
Telecom-Telephone Services	516652	759	900	900	900	0	0.0%
Advertising-Radio	516812	1,572	0	0	0	0	0.0%
Advertising-Print	516813	22,956	116,395	116,395	40,150	(76,245)	-65.5%
Advertising-Web	516814	145,522	140,000	140,000	184,466	44,466	31.8%
Advertising-Other	516815	1,392	0	0	0	0	0.0%
Advertising - Job Vacancies	516820	468	500	500	500	0	0.0%
Client Meetings	516855	4,106	1,500	1,500	4,700	3,200	213.3%
Trade Shows & Events	516870	282,666	318,905	318,905	324,325	5,420	1.7%
Giveaways	516871	120	0	0	0	0	0.0%
Sponsorships	516872	31,400	7,000	7,000	7,000	0	0.0%
Photography	516875	11,100	9,000	9,000	7,000	(2,000)	-22.2%
Printing and Binding	517000	489	650	650	650	0	0.0%
Printing & Binding-Bgs Copy Ct	517005	2,847	1,025	1,025	1,025	0	0.0%
Printing-Promotional	517010	0	300	300	300	0	0.0%
Registration For Meetings&Conf	517100	27,517	40,156	40,156	61,807	21,651	53.9%
Postage	517200	62	100	100	100	0	0.0%
Postage - Bgs Postal Svcs Only	517205	179	300	300	300	0	0.0%
Freight & Express Mail	517300	1,009	2,550	2,550	2,550	0	0.0%
Instate Conf, Meetings, Etc	517400	25,552	600	600	4,600	4,000	666.7%
Other Purchased Services	519000	26,905	60,971	60,971	145,436	84,465	138.5%
Total: Other Purchased Services		631,102	827,695	827,695	918,145	90,450	10.9%
Property and Maintenance							
Description	Code						
Repair & Maint - Office Tech	513010	2,508	800	800	3,300	2,500	312.5%
Total: Property and Maintenance		2,508	800	800	3,300	2,500	312.5%

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Rental Other							
Description	Code						
Rental - Auto	514550	963	0	0	3,350	3,350	100.0%
Rental - Other	515000	4,656	4,500	4,500	4,500	0	0.0%
Total: Rental Other		5,618	4,500	4,500	7,850	3,350	74.4%

Rental Property							
Description	Code						
Rent Land&Bldgs-Non-Office	514010	175	200	200	200	0	0.0%
Total: Rental Property		175	200	200	200	0	0.0%

Supplies							
Description	Code						
Office Supplies	520000	2,529	2,120	2,120	4,120	2,000	94.3%
Gasoline	520110	1,304	1,250	1,250	2,250	1,000	80.0%
Other General Supplies	520500	107	200	200	200	0	0.0%
It & Data Processing Supplies	520510	842	700	700	1,700	1,000	142.9%
Books&Periodicals-Library/Educ	521500	304	0	0	0	0	0.0%
Subscriptions	521510	10,473	4,800	4,800	14,991	10,191	212.3%
Subscriptions Other Info Serv	521515	2,381	7,900	7,900	5,700	(2,200)	-27.8%
Total: Supplies		17,939	16,970	16,970	28,961	11,991	70.7%

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Travel							
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	16,703	17,850	17,850	16,850	(1,000)	-5.6%
Travel-Inst-Other Transp-Emp	518010	1,211	2,580	2,580	2,580	0	0.0%
Travel-Inst-Meals-Emp	518020	13	200	200	200	0	0.0%
Travel-Inst-Lodging-Emp	518030	2,287	2,170	2,170	2,170	0	0.0%
Travel-Inst-Incidentals-Emp	518040	318	575	575	1,575	1,000	173.9%
Travel-Inst-Auto Mileage-Nonemp	518300	4,263	3,921	3,921	3,921	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	2,253	11,200	11,200	8,200	(3,000)	-26.8%
Travel-Outst-Other Trans-Emp	518510	28,534	35,734	35,734	28,979	(6,755)	-18.9%
Travel-Outst-Meals-Emp	518520	5,260	11,350	11,350	8,450	(2,900)	-25.6%
Travel-Outst-Lodging-Emp	518530	38,475	44,186	44,186	37,141	(7,045)	-15.9%
Travel-Outst-Incidentals-Emp	518540	4,707	7,750	7,750	6,850	(900)	-11.6%
Travel-Outst-Meals-Nonemp	518720	167	0	0	0	0	0.0%
Total: Travel		104,191	137,516	137,516	116,916	(20,600)	-15.0%
Repair and Maintenance Services							
Description	Code						
Software-Repair&Maint-Servers	513056	11,370	12,975	12,975	13,008	33	0.3%
Total: Repair and Maintenance Services		11,370	12,975	12,975	13,008	33	0.3%
Rentals							
Description	Code						
Software-License-Servers	516557	5,155	5,200	5,200	5,200	0	0.0%
Software-License-DeskLaptop PC	516559	0	3,300	3,300	0	(3,300)	-100.0%
Total: Rentals		5,155	8,500	8,500	5,200	(3,300)	-38.8%
Total: 2. OPERATING		856,515	1,102,979	1,102,979	1,200,855	97,876	8.9%

Budget Object Group: 3. GRANTS

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Grants Rollup							
Description	Code						
Grants To Municipalities	550000	8,280	3,450	3,450	2,070	(1,380)	-40.0%
Grants	550220	1,240,333	1,266,104	1,266,104	1,266,104	0	0.0%
Other Grants	550500	4,083,583	3,941,545	3,941,545	3,981,545	40,000	1.0%
Total: Grants Rollup		5,332,196	5,211,099	5,211,099	5,249,719	38,620	0.7%
Total: 3. GRANTS		5,332,196	5,211,099	5,211,099	5,249,719	38,620	0.7%
Total Expenses:		8,501,275	10,341,110	10,341,110	10,467,280	126,170	1.2%

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Fund Name	Fund Code						
General Fund	10000	5,154,708	4,942,394	4,942,394	4,958,161	15,767	0.3%
Misc Fines & Penalties	21054	0	20,000	20,000	60,000	40,000	200.0%
Captive Insurance Reg & Suprv	21085	530,350	530,350	530,350	530,350	0	0.0%
Inter-Unit Transfers Fund	21500	2,078	45,000	45,000	45,000	0	0.0%
ACCD-Miscellaneous Receipts	21820	29,810	15,000	15,000	275,000	260,000	1,733.3%
Windham County Development Fund	21898	1,629,878	1,000,000	1,000,000	1,000,000	0	0.0%
EB-5 Special Fund	21919	5,377	80,000	80,000	80,000	0	0.0%
Federal Revenue Fund	22005	1,149,073	3,708,366	3,708,366	3,518,769	(189,597)	-5.1%
Funds Total:		8,501,275	10,341,110	10,341,110	10,467,280	126,170	1.2%
Position Count					22		
FTE Total					22		

**State of Vermont
FY2021 Governor's Recommended Budget
Grants Out Inventory Report**

Department: 7110010000 - Economic Development

Budget Request Code	Fund	Justification	Est Amount
9677	10000	BS-Vermont Training Program; various entities	\$1,207,741
9677	10000	Entrepreneurship Performance Grants; UVM & VCET	\$200,000
9677	10000	Job Development Zones; municipalities	\$2,070
9677	10000	RDC Block Grants various entities	\$1,266,104
9677	10000	Small Business Development Center; VT Tech-SBDC	\$357,400
9677	10000	Vermont Employee Ownership Center; VEOC	\$69,660
9677	21054	Newport Economic Development; various entities	\$60,000
9677	21898	Entergy Windham Cty Econ Dev Fund	\$1,000,000
9677	22005	EPA Brownfield Assessment & Cleanup; various entities	\$992,000
9677	22005	International Trade - STEP; various entities	\$94,744
		Total	\$5,249,719

State of Vermont
FY2021 Governor's Recommended Budget
Interdepartmental Transfers Receipts

Department: 7110010000 - Economic Development

Budget Request Code	Fund	Justification	Est Amount
9676	21500	BU 04100 - DOL Apprenticeship Expansion Program	\$45,000
		Total	\$45,000

**State of Vermont
FY2021 Governor's Recommended Budget
Federal Grants Receipts**

Department: 7120010000 - Economic Development

Budget Request Code	Fund	Justification	Est Amount
9675	22005	CFDA 12.002 DOD: Procurement Technical Assistance for Business Firms (PTAC)	\$551,027
9675	22005	CFDA 12.617 DOD: Economic Adjustment Assistance (Business Support OEA)	\$1,536,322
9675	22005	CFDA 59.061 SBA: State Trade & Export Promotion (Int'l Trade - STEP)	\$306,420
9675	22005	CFDA 66.818 EPA: Brownfield Assessment & Cleanup Cooperative Agreements	\$1,000,000
9675	22005	CFDA 90.601 NBRC: Northern Border Regional Commission - Capacity	\$125,000
		Total	\$3,518,769

Department of Economic Development -Contracts						
FY21						
Name/Type	Account Code	FY 2021 Contracts Request	General Fund	Federal	Captive Insurance 21085	EB-5 SF 21919
Legal Services - EB-5	507200	46,722				46,722
Federal OEA - Additive Manufacturing Partnership - Training	507350	146,100		146,100		
C2-Competitive Computing - Website Maintainence	507543	5,000	5,000			
Outreachsystems.com - PTAC	507543	13,500	5,400	8,100		
Captive Insurance Strategic Branding, Marketing	507563	61,000			61,000	
AGATE Intelligrants-Analysis & Dev	507565	10,000	10,000			
AGATE Intelligrants-Annual Maint & Supp	507566	18,112	18,112			
Commercial Property Locator maintenance	507565	10,000	10,000			
Federal OEA - New England Collaborative - Fiscal Agent	507600	1,275,771		1,275,771		
International Trade Export Compliance Training	507350	2,400		2,400		
International Trade Export Compliance Consultation	507600	2,400	2,400			
SBIR Contractor - PTAC	507600	17,000	6,800	10,200		
Total Economic Development		1,608,005	57,712	1,442,571	61,000	46,722
Contracted 3rd Party - Legal	507200	46,722				46,722
Contr&3rd Pty-Educ & Training	507350	148,500		148,500		
IT Contracts - Servers	507543	18,500	10,400	8,100		
Contr&3rdPty-Adv/Mkting-Other	507563	61,000			61,000	
IT Contracts - Application Dev	507565	20,000	20,000			
IT Contracts - Application Sup	507566	18,112	18,112			
Other Contr and 3rd Pty Serv	507600	1,295,171	9,200	1,285,971		
		1,608,005	57,712	1,442,571	61,000	46,722

Department of Economic Development
General Fund Carry-forward Balances - June 30, 2019

7/12/2019
Includes New One-times

Source: VT_APPROP_DEPTID_SUM_NW

Approp Summary Dept-Ldgr Cols										
Unit	Account	Dept	Descr	Fund	Year	Throu	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07120	000100	7120010000	Economic Development	10000	2019	998	(8,403,307.04)	3,170,542.68	5,154,708.22	(78,056.14)
07120	000100	7120891802	Remote Worker Grant Prog	10000	2018	998	(500,000.00)	-	125,000.29	(374,999.71)
07120	000100	7120891803	Think VT Innovation Init	10000	2018	998	(150,000.00)	-	131,866.00	(18,134.00)
07120	000100	7120891804	Econ Dev Marketing	10000	2018	998	(250,000.00)	103,190.27	131,594.20	(15,215.53)
General Fund Carry-forward Request										(486,405.38)

7120010000 Economic Development

Vermont Training Program (VTP): **78,056.14**

FY19 Prospective Vermont Businesses in need of VTP Grants: Early demand for VTP grants will be strong in FY20 exceeding \$300k including businesses: Tivoly, NSA Industries, Edge Pharmacy, Vermont Natural Coatings, Aviatron, Dealer Policy & Stubbins Electric. DED requests to carry-forward remaining general fund to leverage the Vermont Training Program allocated funding to support these and other prospective grantees.

Total 7120010000 **78,056.14**

One-time Appropriations

Remaining balances to be used pursuant to: 2018 Act 197, S.94 Sec.1 , Sec. 2, & Sec. 3.

2018 Act 197. An act relating to promoting remote work.

Sec. 1 Remote Worker Grant Program	Total 7120891802	374,999.71
Sec. 2 Think VT Innovation Initiative	Total 7120891803	18,134.00
Sec. 3 Economic Development Marketing	Total 7120891804	15,215.53

Total General Fund Carry-forward Request **486,405.38**

Carry-forward Authority FY2019 to FY2020

End-of-Year Special Fund & IDT Cash Balance Carry-forward

Department of Economic Development (DED) BU 07120: 2019 Closeout 06/30/19

- **APPROPRIATION 7120010000**

Fund 21919 EB-5 Special Fund \$104,668.38

These funds are cash receipts collected pursuant to 10 V.S.A § 20-21 EB-5 Program; regulation; oversight; and EB-5 Special Fund. The EB-5 Special Fund receipts support operating costs of the Vermont Regional Center for Immigrant Investment under the federal EB-5 Program. Revenues were derived from administrative charges by the Agency of Commerce and Community Development. These funds are restricted to be used to support the operating expenses of the Regional Center, including costs of providing specialized services to support participating economic development projects, marketing and related travel expenses, application review and examination expenses and personnel expenses incurred by the Agency of Commerce and Community Development. Although we are not actively marketing any projects there are existing projects that have investors awaiting their adjudication of visa status and legal expenses due to the termination negotiations with USCIS that we have been paying for with these funds. DED requests carry-forward.

Fund 21898 Entergy-Windham Cnty Econ Dev - \$2,191,497.17

These funds are cash receipts collected from Entergy Vermont Yankee pursuant to the State of Vermont Public Service Board Docket 7862 Attachment B to Order 3/28/14; MOU Section 11. These funds are restricted for use to promote economic development in Windham County, Vermont. Of this remaining cash balance, \$1,504,797.02 is encumbered in Purchase Orders related to grant agreements to promote economic development in Windham County. We should retain this balance as we are reviewing potential projects on a regular basis.

Fund 21054 Misc Fines & Penalties - \$20,000

These funds are cash receipts collected from William Stenger pursuant to the State vs Quiro, et al EB-5 lawsuit settlement signed 7/11/18 whereby Stenger shall pay \$20,000 per year for 5 years beginning July 2018 and final payment due July 1, 2022. These funds are restricted for use on economic development of Newport, Vermont. ACCD Department of Economic Development plans to issue grant agreements to promote economic development in Newport. We are in discussions with the Town of Newport to understand their needs and possible uses of funds. DED requests carry-forward.

Department of Economic Development (DED)
Fiscal Year 2021 Budget
Strategic Overview and Program Performance Narrative

MISSION

In the Department of Economic Development, we adhere to the following tenets:

- Our number one priority is promoting growth in quality jobs for Vermonters.
- We owe taxpayers a duty to ensure that revenue growth from new jobs more than offsets the costs of state investments in creating that growth, and we take that duty seriously.
- In encouraging growth, we don't favor any one type or size of business or industry over another, but we will not sacrifice the long-term economic health of the state for short-term gains.
- We strictly prioritize growth opportunities so that we maximize our chances of success in high-impact areas.
- We prioritize growth opportunities that protect state resources, improve public infrastructure, strengthen quality of life, diversify the economy, or reflect the character of the state.
- Regional and municipal institutions are also our customers, and we collaborate with them to ensure growth in their jurisdiction is welcomed, high quality, and sustainable.
- Transparency increases trust and decreases suspicion of our motives. We remain tight-lipped when necessary or required by law to protect our business customers, but we look for ways to tell our story and educate the media, businesses, and other key audiences about programs and successes.

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, and lending institutions and capital managers. For the first time this past fiscal year we are serving individuals who are looking to move to Vermont. We are continuing that effort throughout FY21.

SUMMARY OF DEPARTMENT PROGRAMS, OUTCOMES, AND SPECIAL PROJECTS

The Department of Economic Development is made up of 22 people, including the commissioner and a deputy commissioner. Many of the members of this team are skilled employees who work on highly specialized programs. These programs within the DED include Financial Services (Captive Insurance), the Vermont Employment Growth Incentive, Windham County Economic Development Program (WCEDP), Tax Increment Financing District Program, International Trade (SBA Export Program), the Procurement Technical Assistance Center, the Brownfield Initiative Clean-up Program, the Northern Border Regional Commission (NBRC), the Office of Economic Adjustment (OEA), Think Vermont marketing programs, and the Vermont Training Program (VTP). During FY19 and FY20 we added two more grant programs: Remote Worker Grant Program and the New Worker Relocation Grant programs.

OUTCOMES

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

PROGAM SUCCESES:

The State General Fund:

- *Captive Insurance*: \$26.13 million in captive insurance premium tax and license and exam fees collected in 2018 (*2019 data not available until 3/15/20).
- *VEGI*: For calendar year 2019, 7 business projects were approved for Vermont Employment Growth Incentives, projects which will contribute an additional \$3.2 million in net tax revenue (after the cost of the incentive) over the next five years by creating 409 new jobs and \$35.9 million in qualifying payroll and \$39.4 million in private investment.
- *TIF*: Through fiscal year 2018, active Vermont TIF districts have generated approximately \$64.2 million in incremental property tax revenue, of which \$4.6 million has gone to the taxing authorities, \$3.4 million of which is net incremental revenue to the Education Fund.

Businesses:

- *PTAC*: Helped secure \$168 million in government contracts for 202 businesses in FY19.
- *VTP*: In FY19, provided \$2.25 million to 60 businesses through 42 business grants, 7 training provider grants, and one workforce pipeline development grant.
- *TIF*: TIF development projects have resulted in \$61.7 million in work for Vermont firms through fiscal year 2018.

Employee Wages & Job Growth:

- *VEGI*: For calendar year 2019, created 409 new jobs and \$35.9 million in qualifying payroll.
- *Vermont Training Program*: Over 1638 Vermont workers including new hires were trained under the program through both on-site as well as classroom training. Participant wages showed an increase in wages of 10.4 percent. Of the 60 businesses served, 26 percent of them have 50 employees or less.

Grant Administration:

- *Windham County Economic Development Program*: The Windham County Economic Development Program (WCEDP) backed 3 projects in 2019; 2 of which were loans to businesses to support expansions in the WCEDP coverage area. The 2019 commitments are anticipated to create 33 direct full-time jobs in the region.
- *Northern Borders Regional Commission*: The Northern Border Regional Commission is a federally-funded program that DED helps administer in partnership with the Commission's executive director and staff. In FY20, 20 separate projects received \$8.5 million in federal funding to undertake economic development projects in Vermont. This was nearly a three-fold increase over FY19.
- *State Trade Expansion Program (STEP)*: For FY20, The Department applied for, and received, a \$300,000 grant from the SBA to help train businesses in export and to bring them to international trade shows. DED closed out the previous grant round of STEP 7 after completing the trade mission to Montreal with 9 Vermont businesses and a State government delegation.
- *DOD OEA*: In FY2016, DED was awarded a \$386,000 grant to help businesses adversely impacted by a contraction in the Defense budget to diversify their revenue sources. In FY18 Vermont received an additional \$1.5 million OEA grant to form a New England states organization called the New England Regional Defense Industry Collaboration. Grant funds are being used by the organization to coordinate the growth of defense-related businesses across the six-state New England region. The primary goals of the collaboration will be to aid small and medium-sized businesses in meeting new cybersecurity requirements for businesses participating in the defense industry supply chain, as well as to create a trusted supplier network that will make it easier for large defense contractors to locate smaller suppliers that can meet their production, certification and process requirements. In FY18 DED applied for and was granted funds for the additive manufacturing project with Vermont Technical College, to develop an advanced additive manufacturing capability (Direct Metal 3D printing) for the defense-related precision metalworking businesses located in Vermont. This grant will support investigating the feasibility of having businesses jointly purchase advanced equipment that would be located at Vermont Technical College (VTC) and used by the school for training students and in off-hours by the participating businesses to do R & D and prototyping. A secondary goal of the grant is to create an additive manufacturing curriculum via a subgrant to VTC, that can be used to train both incumbent workers, currently using subtractive production methods and new workers in additive production skills. This curriculum will support the industry's incorporation of additive techniques and provide the workforce needed to support the innovative new means of production. To date, we have received \$2 million and are working with 54 businesses in the defense sector.

- *Brownfields Initiative:* The Brownfield's Initiative contributed to the funding stack for 5 active clean-up and redevelopment projects. The program manager served as a critical stakeholder in dozens of additional projects as the project pipeline is built-out.

SPECIAL PROJECTS:

FY20 ushered in several new workforce attraction initiatives using one-time funding from FY19 and FY20. We expect to continue these projects in FY21.

Remote Worker Grant Program: The Legislature created the Remote Worker Grant Program to encourage professionals interested in moving to Vermont and already working remotely to make the leap. The program criteria required applicants to move to Vermont on or after 1/1/19, be employed full-time, work remotely from within Vermont, and have incurred qualifying expenses. The qualifying expenses for this program as passed by legislature were relocation expenses, co-working space membership expenses, computer hardware or software and/or broadband access or upgrades. This program was funded with \$500,000 originally allocated to be awarded over three years (2018 - \$125k, 2019 -\$250k, and 2020 \$125k). Beginning January 1, 2019, DED awarded Remote Worker Grants to 140 new Vermont residents who work remotely within the State. Including their spouses and families, the program attracted 371 new residents spread among 68 different communities. The average age of these new workers at the time of relocation was 39. The program made media headlines across the nation and the world. The demand exceeded the funding and the Legislature updated the appropriation to remove the cap by year, providing DED the authority to award the full \$500,000 as the Remote Worker Grant applications were approved. On 1/6/2020 the DED awarded the final funds appropriated to the 140th grantee. DED has 90 applications in queue.

New Worker Grant Program: The Legislature created the New Worker Grant Program during the 2019 session to increase the population by encouraging new workers to move to Vermont and fill job openings with Vermont employers. Applicants must relocate to Vermont on or after 1/1/20 and become a full-time resident, become a full-time employee of a Vermont business, incur qualifying expenses, be employed in an occupation identified by the Vermont Department of Labor in its 2019-2026 Long Term Occupational Projections, and receive a wage equal to or higher than the minimum wage requirement. In the first half of FY20, DED developed the program by creating print and online resources, including an online application portal. DED staff continue to work with partner organizations and business networks to market the program as a tool for employers to use to attract job applicants from outside of Vermont to fill their vacancies.

Economic Development Marketing Plan: The Department was fortunate in FY16 to receive a \$200,000 appropriation to develop a targeted marketing plan to attract talent and entrepreneurs to Vermont. We developed an economic development marketing plan during FY16 and have embarked on some implementation: improved website, increased sponsorships, and presence at recruitment events. In FY17 and FY18, DED completed a number of the tactics outlined in the Economic Development Marketing Plan: The October launch of ThinkVermont.com, creation of the 'ThinkVermont Ambassadors' network (400 plus ambassadors reaching over

250k people), the first annual Innovation Spaces' conference, an increase in the earned media and owned media capacity of DED and participation in a number of regional and international trade shows as part of the department's business recruitment efforts. Going forward, DED has deployed carry-forward funds for targeted paid media opportunities: digital and analog. Progress continues during FY20 and projected for FY21. We are posting available jobs on the ThinkVermont website and have contracted with an artificial intelligence targeting firm to help us identify people most likely inclined to move to Vermont.

PROGRAM REPORTS

BUSINESS SUPPORT

All DED staff -- in partnership with the Regional Development Corporations -- work directly with businesses in a variety of programs to support and coordinate recruitment and expansion of business.

The staff is involved in a wide variety of areas to facilitate assistance for Vermont businesses to stay and grow in Vermont. We help facilitate access to state or federal programs, services and resources.

Among the activities staff perform:

- *Intra and Interagency Collaboration Efforts.* Working with DHCD and other state agencies to pursue ways to effectively collaborate on job creation activities. We also work with ANR/DEC on Brownfields Redevelopment, and permitting plans for expansion projects, and troubled situations. Working with AOE and DOL Statewide Workforce Development Board for workforce pipeline development activities.
- *Supply Chain Facilitation.* Many Vermont companies are not fully versed in the diversity of capabilities of other Vermont companies. Staff connect Vermont companies when there is a potential synergy or a likely possibility for supply chain interaction.
- *Export Training:* DED staff coordinates with the Vermont Manufacturing Extension Center to recruit companies to participate in ExporTech, a National Institute of Standards and Technology (NIST)-developed intensive export training program that has trained 20 companies to date, with a new class starting in February. DED works with Vermont International Trade Alliance to offer more specific export trainings including ITAR (International Traffic in Arms Regulations) and Incoterm (Global Shipping Compliance) utilizing experts from the Northeast region.
- *Grant Administration.* Staff collaboratively administer state grants to the Regional Development Corporations and economic development organizations such as the Vermont Small Business Development Center, the Vermont Sustainable Jobs Fund, and the Vermont Employee Ownership Center. Staff also administer federal grants such as the Northern Border Regional Commission (NBRC) grants, DOD grants, Brownfield Clean-up and SBA.

- *Pass through grants:*

- 1) Small Business Development Center: DED collaborates with SBDC to strengthen small businesses in Vermont by offering small business development programs. Through this collaboration small businesses receive support in their ability to create jobs, secure capital, and build wealth. During Federal FY19, the SBDC reported it helped start 52 new businesses, retained 406 at-risk jobs, created 147 new jobs and spurred \$17 million in new capital investment.
- 2) UVM - Office of Technology Management: DED supports UVM OTC by funding two grant programs, the Pre-Seed Capital Fund and the Innovations Fund, both of which provide critical financial support for early-stage development. The programs are designed to accelerate innovation, leverage the investment for partners to co-develop the technology and increase the potential for investment by traditional sources such as angel and venture capital funds, and enhance prospects for the success of the start-ups and licensing.
- 3) Vermont Employee Ownership Center (VEOC): DED partners with VEOC to provide guidance and referrals to owners and employees interested in forming employee-owned businesses. VEOC provides information, training, and educational seminars to regional development corporations, business advisors, Vermont companies and other networking opportunities on converting an established business into a worker cooperative and using the employee ownership model as an exit strategy.
- 4) Vermont Center for Emerging Technologies (VCET): DED partners with VCET to provide entrepreneurs, students, and emerging growth firms with substantive mentoring, technical assistance, startup training, professional networking programs and events, the operation of three co-working facilities and the management of the Vermont Seed Capital Fund.
- 5) RDCs: The Department partners with 12 Regional Development Corporations (RDCs) around the state to assist in all aspects of business growth and retention, including site location and workforce needs. The RDCs are our key first point of contact with many of the states' businesses and help measure the economic health of each region. They also work with communities on a variety of economic development related projects. They are essentially an "arm" of the department 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 RDCs are independent, non-profit corporations, staffed by professionals and directed by independent boards of directors. Each is operating under a performance-based grant agreement with the department, which includes operational goals, performance measures and expectations consistent with the state's goals. Each also has a regional work plan that reflects the varying needs in regions around the state. The regional network is critical as the needs and challenges of the various regions around the state vary.

Recruitment:

DED works to attract businesses to start-up, relocate and/or expand to Vermont. We work as a team to focus on enhancing the 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 food and beverage, and information technology -- have been identified as our clusters with high growth potential. Recruitment focuses 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 high quality of life. We actively market our applicable financial incentives, specifically Vermont Employment Growth Incentive (VEGI), VT Training Program (VTP), and VT Economic Development Authority (VEDA). Historically, Vermont targets prospects in small to midsize operations, from 20 to 400 employees, which complements the state's small scale and labor force. Using direct relationships with government agencies and foreign direct investment software/firms, DED filters leads and makes contact with prospective enterprises.

To date in FY2019, three Canadian companies expanded their businesses into the U.S. Market with Vermont as their landing location. The recruited firms represent different sectors including advanced manufacturing, renewable energy, and commercial retail. Five additional Canadian companies have been added to our imminent prospect list.

During the past year we again participated in SelectUSA conferences in Montreal and Washington D.C. where we followed up with leads from Canada and other countries, and such participation should continue. Businesses at these events are not aware of Vermont as a destination for business, and we are leveraging our existing marketing efforts to have a compelling story to share.

DED maintains a comprehensive Atlas Site Selector Tool on our website that identifies commercial real estate available around the State. Going forward, Vermont should sponsor and present at site selection industry conferences so that consultants are aware of our programs and the attractiveness of the state for business expansions.

Regional Development Corporations:

The Department provides grant agreements to the state's 12 Regional Development Corporations (RDCs). These organizations are part of the economic development 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 plans into 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.

The performance contracts with the Regional Development Corporations ensure the activities are aligned with the statewide Comprehensive Economic Development Strategy and with requirements of Act 199. Among the measures required by these grants:

- 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.
- Quarterly 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 measurable 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.
- An outline of those projects in the region that are top priority.

State Trade Expansion Program:

The State Trade Expansion Program (STEP) is awarded to Vermont from the Small Business Administration to support Vermont businesses to engage internationally through trade missions, trade shows, export training, and compliance awareness. In FY19, DED assisted 95 businesses utilizing \$477,289 in grant funds resulting in export sales of \$1.85 million. DED led and coordinated trade events included a reverse trade mission of 30 Quebec companies that met business leaders and agencies in Vermont. DED staff brought a cohort of Vermont businesses to various international trade shows including the National Restaurant Show in Chicago, the Medica Conference in Germany, Aeromart Conference in Montreal and the Fancy Food Show in New York City. DED also facilitated several export, shipping regulations, and customs compliance training seminars for Vermont businesses.

Northern Border Regional Commission (NBRC):

One staffer from DED assists with administration and provides outreach and technical assistance. A team of DED staffers together with ACCD personnel review and select a proposed slate of awardees that are ultimately approved by the Governor. The Northern Border Regional Commission invests in economic infrastructure projects. In FY19, the federal Farm Bill expanded the territory of the NBRC to include all counties in Vermont. In addition, Congress has increased the Commission budget, which has significantly increased funding availability in Vermont. In 2019, the Northern Border Regional Commission awarded \$8.5 million in grants for 20 Vermont economic development projects state-wide. We expect a robust application process and subscription level during this fiscal year. 2019 also brought about a new grant program within the NBRC directed at building capacity in state economic development offices. In 2019, the Department received its first State Capacity grant of \$56,000 which was deployed to the RDCs to create a statewide project priority list to ensure that funds are distributed where they are most impactful. Upon creation of the list we will distribute capacity funds to the RDCs to assist with their capacity building.

Vermont Training Program (VTP):

The Vermont Training Program provides funding to help support the continued development of Vermont's workforce. The funding allows, full-time benefited workers to receive supplemental training that does not supplant the business's ordinary training programs. The training funded by VTP grants, typically assists with the development of new technical or management skills that have been identified as required to meet the evolutionary needs of employers in our rapidly changing business environment.

The program reaches a large number of employees and businesses – and generally results in a sizable increase in the wages of the trained employees. Supporting the idea that the training is increasing the value of participating employees. In FY19, the program awarded grants to assist 1,638 employees at 60 businesses through individual business and training provider grants. Participant wages showed a medium wage increase of 10.4% from second quarter 2017 to the third quarter 2019.

VTP is one of two important programs that DED has to support economic development – and enhances our relationship with Vermont businesses. Over 130 Vermont businesses reached out to VTP to discuss the potential for grants during the fiscal year. These meetings typically led to other items with which the Department of Economic Development staff were able to provide assistance.

The program provides support across the state in a wide range of industries. The leading industry for requests was the advanced manufacturing sector with 15 applications. Food System applications were the second most popular with 10 applications.

Advanced manufacturing is continuously evolving with more complex equipment which requires more technically advanced workers to program and maintain them. Meanwhile, employers continue to lose their content experts who are aging out of the workforce, often taking their institutional knowledge with them as few employers can afford succession planning. VTP is an excellent means of helping businesses to “up-skill” existing employees allowing them to advance into the vacated positions.

Brownfield's Initiative:

The Brownfield's Initiative promotes the productive reuse of sites that are abandoned and/or underutilized due to contamination. To date, the effort has supported the remediation of 32 properties state-wide. In the past year the Brownfield's Initiative contributed funding to 5 distinct clean-up efforts. Two designated Brownfield Economic Revitalization Alliance (BERA) projects celebrated Ribbon Cuttings (Richmond Creamery - Richmond and Robertson Paper Mill – Rockingham) in 2019. The Governor endorsed Executive Order 08-19 formalizing the BERA alliance, to ensure federal, state and local agencies along with private entities continue to bring brownfields back into economic productivity. In July 2019 the Environmental Protection Agency (EPA) awarded \$450,000 in supplemental funding to DED's Brownfield program. Our \$2.65 million Federal Brownfield Clean-Up Revolving Loan Fund is notably one of the most successful in EPA Region 1.

Windham County Economic Development Program:

Windham County Economic Development Program (WCEDP) was created to provide funding for businesses and non-profits undertaking projects that create new jobs in Windham County to offset the job losses due to the closure of Entergy's Vermont Yankee nuclear power station. The \$10 million dollar fund was established in 2014 through an MOU; \$8.7 million of that funding has been committed. In 2019 the program supported the expansions of Whitney Blake Company and WW Building supply; those expansions are anticipated to create 33 new full-time positions in the WCEDP coverage area.

FINANCIAL SERVICES (CAPTIVE INSURANCE)

Financial Services promotes Vermont's leading position as the top U.S. domicile for captive insurance and seeks out new and diversified opportunities in complementary financial services industries. Strategies include the development and implementation of marketing and communications plans, providing policy recommendations to state and federal policymakers to assure a beneficial business environment for expansion and relocation within the state, and acting as a spokesperson on behalf of Vermont to the global captive insurance industry. Vermont's homegrown captive industry generates roughly \$26 million in premium tax revenue and licensing fees annually, directly supports over 400 clean, high-quality, high-paying jobs and makes significant positive contributions to the economic activities, opportunities and commercial fabric of Vermont.

Program Highlights:

- One ACCD employee is responsible for the marketing and business development activities in support of Vermont's captive insurance industry.
- Vermont competes in a highly competitive global marketplace and ranks as the third largest captive insurance domicile in the world, behind Bermuda and the Cayman Islands.
- Due in part to the economic contributions of this clean, high-paying, financial services industry, over 30 states are actively seeking to replicate the success of Vermont's captive insurance industry.
- 2019 represented a consistent year of growth, with 22 new captives formed despite market conditions and increased competition.
- Vermont won Domicile of the Year for a record sixth time, as ranked by the leading global captive insurance publication.
- The captive insurance program budget is comprised entirely of special funds.

Year	New Captives	Active Captives	Premium Taxes	Licenses & Fees	Gross Written Premium
2019	22	559	\$25,400,000*	\$2,000,000*	\$24,800,000,000*
2018	25	558	\$24,039,460	\$2,086,090	\$22,629,066,085
2017	24	566	\$23,828,684	\$2,273,308	\$23,658,610,760
2016	26	584	\$23,800,809	\$2,741,244	\$32,830,233,549
2015	33	588	\$24,388,334	\$2,483,916	\$27,649,758,356
2014	16	581	\$24,370,532	\$2,371,089	\$25,470,028,392
2013	29	588	\$24,844,875	\$2,634,360	\$27,573,365,791
2012	32	586	\$24,216,614	\$2,542,167	\$27,525,581,940
2011	43	590	\$23,544,181	\$1,785,686	\$25,401,473,436

Note: Data Provided by Vermont Department of Financial Regulation *2019 data not available until 3/15/20

VERMONT ECONOMIC PROGRESS COUNCIL

Vermont Employment Growth Incentive (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 maintain payroll at the time of application and then meet and maintain 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 2019, VEPC authorized *Vermont Employment Growth Incentives* for 7 business projects which will contribute an additional \$3.2 million in net tax revenue (after the cost of the incentive) over the next five years by creating 409 new jobs, \$35.9 million in qualifying payroll and \$39.4 million in other investments.

Vermont companies such as Twincraft, GS Blodgett, Dealer Policy, KAD Models and Prototyping, and Marvell are locating or expanding in Vermont due to the program.

Tax Increment Financing (TIF) districts have been available in Vermont as a public infrastructure financing tool for many years. Vermont's TIF program has undergone many statutory changes through the years, especially since the introduction of a statewide education property tax.

Generally, a TIF District is established by a municipality around an area that requires public infrastructure to encourage public and private real property development or redevelopment. The property values at the time the District is created are determined and the property taxes generated by that original value continue to go to the taxing entities (municipality and state).

In 2017, the legislature lifted the existing cap on additional TIF districts to allow for six additional districts to be created in Vermont. To date, two additional TIF Districts have been authorized by VEPC: Bennington and Montpelier. DED will continue to work with municipalities throughout the state that are interested in using this program to finance additional infrastructure.

PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC)

The Procurement Technical Assistance Center (VT PTAC) consists of seven full-time employees; five counselors, a director and an administrative services coordinator. The team works 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.

This is accomplished through a cooperative agreement with the federal Defense Logistics Agency and State General Funds.

The Vermont Procurement Technical Assistance Center had a stellar year at the end of FY19 garnering more than 3503 contracts totaling \$168 Million in government contracts that went to 202 Vermont businesses. Vermont's PTAC provided 2304 Counseling Time for Client Support and has hosted and supported 50+ events throughout the state and is on track for another successful year.

Awards \$168MM

Total Federal and State Contract Awards: 3503

Total Vermont Companies Assisted (*awards received*): 202

Client Support

Initial Counseling with all Small Business Concerns: 143

Follow-up Counseling with all Small Business Concerns: 2161

Outreach Events

Workshops and Outreach Events: 54

PROPOSED ONE-TIME PROGRAM INCREASE AND BUDGET IMPACT FOR FY21

Technology Based Economic Development (ThinkVermont Innovation Initiative)

The Technology-Based Economic Development (TBED) program will strengthen Vermont's economic base by creating a climate where technology-based businesses can thrive. This program aims to leverage the \$3 billion federal Small Business Innovation Research (SBIR) grant program by providing Vermont small businesses engaged in innovative research an advantage in applying for these grants. In 2019, 10 Vermont companies received 13 SBIR grants, bringing over \$4.2 million to these Vermont small businesses. Vermont has the lowest SBIR award success rate of all the New England states and New York. The program would work to increase the success rate by providing technical assistance during the application process. It would help accelerate their time to market by providing matching grants to companies awarded federal SBIR grants. The program would also create greater collaboration between industry and higher education in order to keep our existing tech and advanced manufacturing companies relevant in an ever-changing global market. Lastly, it would help ensure a healthy pipeline of new technologies coming out of our research institutions and further our goal of seeding more high-tech companies in Vermont by providing grant support to de-risk early stage technologies with commercial potential and increase the likelihood of private investment. The program would measure ROI (Return on Investment) by tracking the following: Federal dollars awarded or leveraged, amount of private capital invested into participating businesses, and number of new jobs created by participating companies.

Capital Investment Loan Pilot Program

The creation of a pilot program in partnership between the Vermont Economic Development Authority (VEDA) and the Agency of Commerce/Department of Economic Development to develop and implement a convertible loan program for businesses. Businesses will apply for and receive a loan for facility and machinery/equipment investments, with the mandatory obligation of increasing their base payroll by at least 1.5 times non-seasonally adjusted Employment Cost Index. This Payroll increase can be accounted for in headcount, or overall payroll growth achieved through wage increases. This new program will be an alternative to the VEGI program (not to be used in tandem), will be verified by the Tax Department, and will be low interest (1%) for the first three years of the loan term.

Vermont Investment Incentive Program

The creation of a new “investment incentive” program. Modifications to Vermont’s current business incentive language, will allow businesses with at least 100 employees, who are also targeting \$20 million in capital expenditures or more, to apply for an “investment incentive.” As large businesses invest in their capital equipment and expansion of facilities they may not necessarily need to or are able to add to their current headcount. This new incentive would help Vermont retain these large businesses, maintain significant payroll and economic value and encourage concurrent capital improvements in the predominantly rural reaches of the state. : These firms are located within virtually all Vermont counties and are the anchor businesses in Vermont’s rural towns – providing integral economic and workforce support. Many of the companies eligible for this program are multi-state and multinational firms, and this is intended to incentivize the corporate headquarters of these firms to continue to make investments here in Vermont, rather than those other states.

Project based economic development program:

The creation of a program that enables Vermont’s rural communities to be approved to use municipal and education tax increment from select parcels to fund qualifying infrastructure projects (i.e.; stormwater, wastewater, brownfield remediation and redevelopment, transportation enhancements) that will spur specific private development. This tool will provide the gap funding to get necessary public improvement projects over the finish line that otherwise wouldn’t be able to move forward.

Department of Economic Development

COMMISSIONER

Joan Goldstein

DEPUTY COMMISSIONER

Brett Long

STAFF: 22 (FY 2020)



Summary of FY 2019 Impacts

371
NEW
VERMONTERS

\$28.1 M
VEGI GRANT
DISBURSEMENTS

\$8.9 M
TIF GENERATED
INCREMENTAL REVENUE

1,638
VERMONT EMPLOYEES
APPROVED FOR
TRAINING

FY 2019 Major Department Highlights

Remote Worker Grant Program (2019)

The Remote Worker Grant Program provides an incentive to individuals who move to Vermont and work remotely for their employers. Reimbursable expenses include moving costs and job-related expenses such as connectivity costs and specialized tools and equipment.



371

New Vermonters
(140 remote workers;
231 family members)



\$3,571

Average Grant
Amount



68

Vermont towns from
39 states and the UK



5,165

Total Application
Downloads (plus 5,344
FAQ downloads)

Vermont Economic Progress Council

Independent council of citizens and legislators that serves as an approval and authorization body for the Vermont Employment Growth Incentive (VEGI) program and the Tax Increment Financing (TIF) District program.



\$28.1 M

Qualifying Direct New
Payroll, Total (VEGI 2017)



579

Qualifying Direct New
Jobs, Total (VEGI 2017)



\$8.9 M

Total Incremental
Revenue (TIF 2018)



\$6.3 M

Public Infrastructure
Investment (TIF 2018)

Vermont Training Program (VTP)

Funding available to employers to defray a portion of the expenses of training personnel. Can be vendor training or on the job.

* Statewide median wage 6.2%



\$1.2 M

General Fund
Appropriation



60

Total Businesses
Served



1,638

Vermont Employees
Approved for Training



10.4%

Median Wage Increase
from FY18 to FY19 *

Procurement Technical Assistance Center (PTAC)

Team of 7 located throughout the state to help businesses secure contracts from local, state, and federal government.



\$840,278

Federal Award and
General Fund Match



\$168 M

Total Dollar Value of
Contracts Assisted



2,304

Hours of Counseling Time
for Client Support



3,503

Number of Contracts Won

Captive Insurance

Market to global businesses to domicile their captive insurance company in Vermont.



\$530,350

Special Funds
(FY19)



\$26.13 M

Taxes and Fees
Generated (2018)



22

Captives Licensed
(2019)



560

Number of
Active Captives

FY 2021

PROPOSED GENERAL
FUND APPROPRIATION:

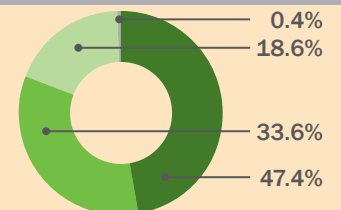
\$5 M

BUDGET

\$10,467,280

- General Funds
- Federal Funds
- Special Funds
- All Other Funds

\$4,958,161
\$3,518,769
\$1,945,350
\$45,000



ACCD - DEPARTMENT OF ECONOMIC DEVELOPMENT		Financial Info						
Programs	Financial Category	GF \$\$	Spec F (incl tobacco) \$\$	Fed F \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions (if available)	\$ Amounts granted out (if available)
PROGRAM #1: ECONOMIC DEVELOPMENT ADMINISTRATION								
Provides management and oversight for the Economic Dev. Department and all its programs. This include budgets, personnel, performance management and operations of the department and programs.	FY 2019 Actual expenditures	379,110				379,110	3	
	FY 2020 estimated expenditures (including requested budget adjustments)	380,339				380,339	3	
	FY 2021 Budget Request for Governor's Recommendation	410,060				410,060	3	
PROGRAM #2: BUSINESS SUPPORT								
Assists new and expanding Vermont companies by; helping them to locate facilities; arrange financing; secure permits; and by fostering entrepreneurship. The group works via direct client interaction, as well as, in partnership with the Regional Development Corporations and other partner organizations. Administers VTP, OEA and Brownfield grant programs. The VTP promotes business expansion and relocation by granting funds to Vermont businesses to reimburse them for amounts invested in upgrading the skills of the Vermont workforce. Supporting and educating businesses on exporting, interfacing with various international trade components of federal and state government, and supporting international trade missions, primarily to Canada.	FY 2019 Actual expenditures	4,202,162	1,635,568	725,737	2,078	6,565,545	9	5,332,196
	FY 2020 estimated expenditures (including requested budget adjustments)	3,988,137	1,100,000	3,252,520	45,000	8,385,657	9	5,211,099
	FY 2021 Budget Request for Governor's Recommendation	3,985,405	1,400,000	2,967,742	45,000	8,398,147	9	5,249,719
PROGRAM #3: FINANCIAL SERVICES								
Promotes and strengthens Vermont's position as the leading U.S. captive insurance domicile. Seeks out new and diversified opportunities for Vermont within the financial services industry.	FY 2019 Actual expenditures		530,350			530,350	1	
	FY 2020 estimated expenditures (including requested budget adjustments)		530,350			530,350	1	
	FY 2021 Budget Request for Governor's Recommendation		530,350			530,350	1	
PROGRAM #4: VT ECONOMIC PROGRESS COUNCIL (VEPC)								
VEPC is an independent Council created by statute, housed within ACCD, and consisting of two staff (one appointed by the Governor and one classified) an eleven-member board (nine appointed by the Governor and two appointed by the General Assembly) and non-voting regional representatives designated by the RDCs and RPCs. VEPC administers the application and authorization portion of the Vermont Employment Growth Incentive Program (claim portion administered by the Tax Department), the Tax Increment Finance District Program.	FY 2019 Actual expenditures	232,126	5,000			237,126	2	
	FY 2020 estimated expenditures (including requested budget adjustments)	253,087	15,000			268,087	2	
	FY 2021 Budget Request for Governor's Recommendation	272,789	15,000			287,789	2	
PROGRAM #5: PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC)								
PTAC provides Vermont businesses with technical knowledge in understanding the procurement process in order to increase the percentage of Vermont business bidding and successfully obtain federal, state and local government contracts.	FY 2019 Actual expenditures	341,310	24,498	423,336		789,144	7	
	FY 2020 estimated expenditures (including requested budget adjustments)	320,831		455,846		776,677	7	
	FY 2021 Budget Request for Governor's Recommendation	289,907		551,027		840,934	7	
	FY 2019 Actuals	5,154,708	2,195,416	1,149,073	2,078	8,501,275	22	5,332,196
	FY 2020 Estimated	4,942,394	1,645,350	3,708,366	45,000	10,341,110	22	5,211,099
	FY 2021 Budget Request	4,958,161	1,945,350	3,518,769	45,000	10,467,280	22	5,249,719
	FY21 Targets	4,958,161	1,945,350	3,518,769	45,000	10,467,280	22	5,249,719
	Difference	-	-	-	-	-		-

Programmatic Performance Measure Report					Attachment A-2
Department of Economic Development		Performance Measure Info			
Programs	Measure Name	Measure Type	Previous Period Value	Current Period Value	Reporting Period
PROGRAM #1 Vermont Economic Progress Council (VEPC)					
VEPC's Vermont Employment Growth Incentive (VEGI) program authorizes companies to earn cash incentives if the project meets certain statutory criteria and the company will create qualifying new jobs for Vermonters and make qualifying capital investments in Vermont that are beyond their normal growth and because of the incentive. The incentives are earned and paid out over time only if the company meets and maintains payroll, headcount, and capital investment performance requirements in addition to maintaining their base payroll and employment. The purpose of the program (See 32 VSA Section 5813) is to generate net new revenue to the state by encouraging businesses to add new payroll, create new jobs, and make capital investments and sharing a portion of the revenue with the business. The new qualifying jobs must be full-time, permanent, and pay above 140% of Vermont minimum wage with a defined set of benefits; must be above 160% of Vermont minimum wage for certain regions of the state. Data provided here is based on actuals for CY 2016 and CY 2017 outcomes. Data for the previous and current calendar years are not yet available. Due to the lengthy verification process we will not have figures for the actual activity (incentives paid, new jobs created, net new revenue generated) for 2018 until 2020. Claims for activity in 2018, for example, were filed April 2019 and examined by the Department of Tax throughout 2019 and into 2020 and reported to VEPC in spring of 2020. Data is based on incentive amounts that have been paid not what was originally authorized which are limited by an annual cap. But, the annual amount of incentives authorized and paid has no bearing on our budget. Dollars for the incentives are not appropriated, they come from future revenues that are generated only because the incentives are approved for each project. So increasing or decreasing our budget has no bearing on the amount of incentives approved or denied or the jobs created. Additionally, the budget amount is for two staff (and operating expenses) to administer two programs, not just the VEGI program. Plus, Tax has a staff person involved in the VEGI program as well and that budget portion is not included here.	VEGI Incentive Payments to Authorized Companies	How Much?	\$3,740,601	\$2,982,292	CY
	Number of New Qualifying Jobs Created	Better Off?	686	560	CY
	Net New Revenue Per New Qualifying Job	How Well?	\$18,805	\$24,960	CY
PROGRAM #2 Financial Services					
Promotes and strengthens Vermont's position as the leading U.S. captive insurance domicile. Seeks out new and diversified opportunities for Vermont within the financial services industry. [Previous Period Value is Calendar Year 2017. Current Period Value is Calendar Year 2018.]	Captive Licenses Issued	How Well?	24	25	CY
	Premium Taxes Collected for Prior Year	How Much?	\$23,828,684	\$24,039,460	CY
	License & Exam Fees Collected	How Much?	\$2,273,308	\$2,086,090	CY
PROGRAM #3 Procurement Technical Assistance Center (PTAC)					
PTAC provides Vermont businesses with technical knowledge in understanding the procurement process in order to increase the percentage of Vermont businesses bidding and successfully obtaining federal, state and local government contracts.	Initial Counseling w/Small Businesses	How Much?	120	143	SFY
	Total Federal & State Contract Awards	How Much?	1,627	3,503	SFY
	Total Federal & State Award Amount	How Much?	\$120,000,000	\$168,000,000	SFY

Department of Tourism & Marketing

Heather Pelham, Commissioner

FY 2021 Governor's Recommend	\$ 3,597,399
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Fiscal Year 2021 Budget Changes by Dept. - Tourism and Marketing By Fund

	General \$\$	Interdept'l Transfer \$\$	All other \$\$	Total \$\$
Approp #1 Tourism and Marketing: FY 2020 Approp	3,083,118	4,587	-	3,087,705
				-
				-
Approp #1, FY 2020 Approp Amended	3,083,118	4,587	-	3,087,705
<u>Personal Services</u>				
Salary change	24,235			24,235
Fringe Benefit change	21,577			21,577
Total Salary/Benefit base change	45,812			45,812
Salary change - FY20 new position from position pool	54,705			54,705
Fringe Benefit change - FY20 new position from position pool	39,708			39,708
Total Salary/Benefit FY20 new position from position pool	94,413			94,413
Retirement Increase Allotment	5,374			5,374
Salary change - VDTM Restructuring - shift from ACCD Administration	252,834			252,834
Fringe Benefit change - VDTM Restructuring - shift from ACCD Administration	144,791			144,791
Total Salary/Benefit Shift from ACCD Administration	397,625			397,625
Total Department Salary/Benefit Change	543,224	-	-	543,224
Workers Compensation - base increase	1,638			1,638
Workers Compensation - VDTM Restructuring - shift from ACCD Administration	774			774
				-
Contracted 3rd Party Services - VDTM Restructuring - shift from ACCD Administration		20,000		20,000
Contracted 3rd Party Services	5,261			5,261
				-
Total Personal Services Change	550,897	20,000	-	570,897
<u>Operating</u>				
Internal Service Fees - base increase (Insurances, VISION, ADS Allocated Fee)	10,100			10,100
				-
Net Operating changes - VDTM Restructuring - shift from ACCD Administration	23,596			23,596
Net Operating changes	(94,899)			(94,899)
Total Operating Change	(61,203)	-	-	(61,203)
Total Additions/(Reductions) FY 2021 to reach Gov Rec	489,694	20,000	-	509,694
Approp #1 Tourism and Marketing FY 2021 Governor Recommend	3,572,812	24,587	-	3,597,399

State of Vermont
FY2021 Governor's Recommend Budget: Rollup Report

Organization: 7130000000 - Tourism and marketing

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Salaries and Wages	548,900	559,782	559,782	891,556	331,774	59.3%
Fringe Benefits	264,022	290,538	290,538	504,400	213,862	73.6%
Contracted and 3rd Party Service	356,456	468,206	468,206	493,467	25,261	5.4%
PerDiem and Other Personal Services	2,150	2,700	2,700	2,700	0	0.0%
Budget Object Group Total: 1. PERSONAL SERVICES	1,171,527	1,321,226	1,321,226	1,892,123	570,897	43.2%

Budget Object Group: 2. OPERATING

Budget Object Rollup Name						
Equipment	12,912	8,172	8,172	8,500	328	4.0%
IT/Telecom Services and Equipment	30,002	30,437	30,437	45,964	15,527	51.0%
Travel	37,938	43,490	43,490	40,841	(2,649)	-6.1%
Supplies	42,602	31,113	31,113	41,167	10,054	32.3%
Other Purchased Services	1,529,085	1,524,488	1,524,488	1,434,342	(90,146)	-5.9%
Other Operating Expenses	916	1,514	1,514	1,504	(10)	-0.7%
Rental Other	695	3,400	3,400	2,400	(1,000)	-29.4%
Property and Maintenance	1,180	900	900	1,300	400	44.4%
Repair and Maintenance Services	425	1,085	1,085	7,378	6,293	580.0%
Budget Object Group Total: 2. OPERATING	1,655,755	1,644,599	1,644,599	1,583,396	(61,203)	-3.7%

Budget Object Group: 3. GRANTS

Budget Object Rollup Name						
Grants Rollup	101,720	121,880	121,880	121,880	0	0.0%
Budget Object Group Total: 3. GRANTS	101,720	121,880	121,880	121,880		0.0%

Total Expenses	2,929,002	3,087,705	3,087,705	3,597,399	509,694	16.5%
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Fund Name	FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
General Funds	2,904,178	3,083,118	3,083,118	3,572,812	489,694	15.9%
IDT Funds	24,824	4,587	4,587	24,587	20,000	436.0%
Funds Total	2,929,002	3,087,705	3,087,705	3,597,399	509,694	16.5%

Position Count				13		
FTE Total				13		

State of Vermont

FY2021 Governor's Recommended Budget: Detail Report

Organization: 7130000000 - Tourism and marketing

Budget Object Group: 1. PERSONAL SERVICES

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Salaries and Wages							
Description	Code						
Classified Employees	500000	547,642	306,580	306,580	471,685	165,105	53.9%
Exempt	500010	0	257,317	257,317	423,986	166,669	64.8%
Temporary Employees	500040	0	15,683	15,683	15,683	0	0.0%
Overtime	500060	1,258	0	0	0	0	0.0%
Vacancy Turnover Savings	508000	0	(19,798)	(19,798)	(19,798)	0	0.0%
Total: Salaries and Wages		548,900	559,782	559,782	891,556	331,774	59.3%

Fringe Benefits							
Description	Code						
FICA - Classified Employees	501000	40,592	23,455	23,455	36,085	12,630	53.8%
FICA - Exempt	501010	0	19,685	19,685	32,435	12,750	64.8%
Health Ins - Classified Empl	501500	116,523	72,978	72,978	127,190	54,212	74.3%
Health Ins - Exempt	501510	0	47,957	47,957	100,084	52,127	108.7%
Retirement - Classified Empl	502000	97,043	62,173	62,173	99,053	36,880	59.3%
Retirement - Exempt	502010	0	52,184	52,184	89,036	36,852	70.6%
Dental - Classified Employees	502500	5,175	4,265	4,265	6,688	2,423	56.8%
Dental - Exempt	502510	0	2,559	2,559	4,180	1,621	63.3%
Life Ins - Classified Empl	503000	2,162	1,293	1,293	1,991	698	54.0%
Life Ins - Exempt	503010	0	1,086	1,086	1,790	704	64.8%
LTD - Classified Employees	503500	395	0	0	0	0	0.0%
LTD - Exempt	503510	0	591	591	976	385	65.1%
EAP - Classified Empl	504000	232	155	155	256	101	65.2%
EAP - Exempt	504010	0	93	93	160	67	72.0%
Workers Comp - Ins Premium	505200	1,701	2,064	2,064	4,476	2,412	116.9%
Catamount Health Assessment	505700	199	0	0	0	0	0.0%
Total: Fringe Benefits		264,022	290,538	290,538	504,400	213,862	73.6%

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Contracted and 3rd Party Service							
Description	Code						
IT Contracts - Servers	507543	22,980	20,340	20,340	23,880	3,540	17.4%
Creative/Development	507561	0	75,000	75,000	95,000	20,000	26.7%
Advertising/Marketing-Other	507563	125,123	151,000	151,000	144,000	(7,000)	-4.6%
Media-Planning/Buying	507564	108,199	86,000	86,000	100,000	14,000	16.3%
Other Contr and 3Rd Pty Serv	507600	100,154	135,866	135,866	130,587	(5,279)	-3.9%
Total: Contracted and 3rd Party Service		356,456	468,206	468,206	493,467	25,261	5.4%

PerDiem and Other Personal Services							
Description	Code						
Per Diem	506000	2,150	2,700	2,700	2,700	0	0.0%
Total: PerDiem and Other Personal Services		2,150	2,700	2,700	2,700	0	0.0%

Total: 1. PERSONAL SERVICES	1,171,527	1,321,226	1,321,226	1,892,123	570,897	43.2%
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Budget Object Group: 2. OPERATING

Equipment							
Description	Code						
Hardware - Desktop & Laptop Pc	522216	3,193	4,172	4,172	4,500	328	7.9%
Other Equipment	522400	9,719	4,000	4,000	4,000	0	0.0%
Total: Equipment		12,912	8,172	8,172	8,500	328	4.0%

IT/Telecom Services and Equipment		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Description	Code						
ADS VOIP Expense	516605	2,184	0	0	1,500	1,500	100.0%
Telecom-Toll Free Phone Serv	516657	0	1,000	1,000	0	(1,000)	-100.0%
Telecom-Conf Calling Services	516658	0	50	50	0	(50)	-100.0%
Telecom-Wireless Phone Service	516659	3,117	3,500	3,500	3,900	400	11.4%
ADS Enterp App Supp SOV Emp Exp	516660	13,388	12,603	12,603	21,417	8,814	69.9%
It Intsvccost-Vision/Isdassess	516671	606	511	511	702	191	37.4%
ADS Centrex Exp.	516672	2,075	2,005	2,005	2,005	0	0.0%
ADS Allocation Exp.	516685	6,987	9,968	9,968	14,940	4,972	49.9%
Software as a Service	519085	162	0	0	0	0	0.0%
Hw-Personal Mobile Devices	522258	1,484	800	800	1,500	700	87.5%
Total: IT/Telecom Services and Equipment		30,002	30,437	30,437	45,964	15,527	51.0%

Other Operating Expenses							
Description	Code						
Single Audit Allocation	523620	804	1,514	1,514	1,354	(160)	-10.6%
Registration & Identification	523640	112	0	0	150	150	100.0%
Total: Other Operating Expenses		916	1,514	1,514	1,504	(10)	-0.7%

			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Other Purchased Services		FY2019 Actuals					
Description	Code						
Insurance Other Than Empl Bene	516000	7,682	8,160	8,160	9,110	950	11.6%
Insurance - General Liability	516010	1,714	1,476	1,476	5,048	3,572	242.0%
Dues	516500	39,186	38,822	38,822	37,928	(894)	-2.3%
Telecom-Mobile Wireless Data	516623	1,309	1,530	1,530	1,530	0	0.0%
Advertising-Tv	516811	28,000	15,000	15,000	15,000	0	0.0%
Advertising-Radio	516812	13,396	9,500	9,500	8,000	(1,500)	-15.8%
Advertising-Print	516813	94,461	122,400	122,400	88,000	(34,400)	-28.1%
Advertising-Web	516814	1,116,111	1,081,712	1,081,712	1,112,101	30,389	2.8%
Advertising-Other	516815	29,486	3,000	3,000	20,000	17,000	566.7%
Advertising - Out of Home	516817	0	90,288	90,288	0	(90,288)	-100.0%
Advertising - Job Vacancies	516820	314	0	0	0	0	0.0%
Client Meetings	516855	466	0	0	0	0	0.0%
Trade Shows & Events	516870	55,162	37,950	37,950	40,000	2,050	5.4%
Giveaways	516871	2,110	0	0	0	0	0.0%
Sponsorships	516872	31,071	0	0	0	0	0.0%
Photography	516875	390	5,000	5,000	500	(4,500)	-90.0%
Printing and Binding	517000	1,378	3,150	3,150	1,678	(1,472)	-46.7%
Printing & Binding-Bgs Copy Ct	517005	160	550	550	200	(350)	-63.6%
Printing-Promotional	517010	25,310	21,350	21,350	26,650	5,300	24.8%
Registration For Meetings&Conf	517100	4,828	5,900	5,900	6,050	150	2.5%
Postage	517200	27,162	40,500	40,500	25,550	(14,950)	-36.9%
Postage - Bgs Postal Svcs Only	517205	772	0	0	1,000	1,000	100.0%
Freight & Express Mail	517300	29,811	30,000	30,000	27,997	(2,003)	-6.7%
Other Purchased Services	519000	2,328	0	0	0	0	0.0%
Brochure Distribution	519030	16,477	8,200	8,200	8,000	(200)	-2.4%
Total: Other Purchased Services		1,529,085	1,524,488	1,524,488	1,434,342	(90,146)	-5.9%

Property and Maintenance

Description	Code						
Repair & Maint - Office Tech	513010	1,180	900	900	1,300	400	44.4%
Total: Property and Maintenance		1,180	900	900	1,300	400	44.4%

		FY2019 Actuals	FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Rental Other							
Description	Code						
Rental - Auto	514550	637	3,400	3,400	2,400	(1,000)	-29.4%
Total: Rental Other		695	3,400	3,400	2,400	(1,000)	-29.4%

Supplies

Description	Code						
Office Supplies	520000	1,237	1,500	1,500	1,724	224	14.9%
Gasoline	520110	873	1,350	1,350	900	(450)	-33.3%
Other General Supplies	520500	64	200	200	200	0	0.0%
Photo Supplies	520560	17,921	0	0	10,612	10,612	100.0%
Subscriptions	521510	2,339	0	0	0	0	0.0%
Subscriptions Other Info Serv	521515	20,168	28,063	28,063	27,731	(332)	-1.2%
Total: Supplies		42,602	31,113	31,113	41,167	10,054	32.3%

Travel

Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	2,686	3,200	3,200	3,300	100	3.1%
Travel-Inst-Other Transp-Emp	518010	1,422	1,100	1,100	2,100	1,000	90.9%
Travel-Inst-Meals-Emp	518020	157	350	350	300	(50)	-14.3%
Travel-Inst-Lodging-Emp	518030	2,041	3,150	3,150	2,450	(700)	-22.2%
Travel-Inst-Incidentals-Emp	518040	119	300	300	450	150	50.0%
Travel-Inst-Auto Mileage-Nonemp	518300	2,576	1,300	1,300	3,050	1,750	134.6%
Travel-Inst-Other Trans-Nonemp	518310	1,889	100	100	2,300	2,200	2,200.0%
Travel-Inst-Meals-Nonemp	518320	83	150	150	150	0	0.0%
Travel-Inst-Lodging-Nonemp	518330	985	200	200	1,000	800	400.0%
Travel-Outst-Auto Mileage-Emp	518500	424	720	720	470	(250)	-34.7%
Travel-Outst-Other Trans-Emp	518510	4,211	8,700	8,700	4,900	(3,800)	-43.7%
Travel-Outst-Meals-Emp	518520	1,951	2,150	2,150	2,050	(100)	-4.7%
Travel-Outst-Lodging-Emp	518530	11,285	18,500	18,500	11,801	(6,699)	-36.2%
Travel-Outst-Incidentals-Emp	518540	757	1,270	1,270	1,220	(50)	-3.9%
Travel-Outst-Other Trans-Nonemp	518710	6,245	2,300	2,300	4,000	1,700	73.9%
Travel-Outst-Lodging-Nonemp	518730	1,038	0	0	1,300	1,300	100.0%
Travel-Outst-Incidentals-Nonemp	518740	70	0	0	0	0	0.0%
Total: Travel		37,938	43,490	43,490	40,841	(2,649)	-6.1%

			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Repair and Maintenance Services		FY2019 Actuals					
Description	Code						
Software-Repair&Maint-Servers	513056	425	1,085	1,085	7,378	6,293	580.0%
Total: Repair and Maintenance Services		425	1,085	1,085	7,378	6,293	580.0%
Total: 2. OPERATING		1,655,755	1,644,599	1,644,599	1,583,396	(61,203)	-3.7%

Budget Object Group: 3. GRANTS

Grants Rollup							
Description	Code						
Other Grants	550500	101,720	121,880	121,880	121,880	0	0.0%
Total: Grants Rollup		101,720	121,880	121,880	121,880	0	0.0%
Total: 3. GRANTS		101,720	121,880	121,880	121,880	0	0.0%
Total Expenses:		2,929,002	3,087,705	3,087,705	3,597,399	509,694	16.5%

			FY2020 Original As Passed Budget	FY2020 Governor's BAA Recommended Budget	FY2021 Governor's Recommended Budget	Difference Between FY2021 Governor's Recommend and FY2020 As Passed	Percent Change FY2021 Governor's Recommend and FY2020 As Passed
Fund Name	Fund Code	FY2019 Actuals					
General Fund	10000	2,904,178	3,083,118	3,083,118	3,572,812	489,694	15.9%
Inter-Unit Transfers Fund	21500	24,824	4,587	4,587	24,587	20,000	436.0%
Funds Total:		2,929,002	3,087,705	3,087,705	3,597,399	509,694	16.5%
Position Count					13		
FTE Total					13		

**State of Vermont
FY2021 Governor's Recommended Budget
Grants Out Inventory Report**

Department: 7130000000 - Tourism and Marketing

Budget Request Code	Fund	Justification	Est Amount
9678	10000	Vermont Convention & Visitors Bureau	\$95,000
9678	10000	Vermont Moutain Bike Association	\$26,880
		Total	\$121,880

State of Vermont
FY2021 Governor's Recommended Budget
Federal Grants Receipts

Department: 7130000000 - Tourism and Marketing

Budget Request Code	Fund	Justification	Est Amount
9679	21500	00000 Various State Entities - Chief Marketing Office billings	\$20,000
9679	21500	00000 Various State Entities - Contract sharing	\$4,587
		Total	\$24,587

Department of Tourism & Marketing -Contracts				
FY21				
Name/Type	Account Code	FY 2021 Contracts Request	General Fund	IDT 21500
Competitive Computing - Site Core	507543	23,880	23,880	
Advertising Agency	507561	95,000	75,000	20,000
Fulfillment & Storage Center	507600	78,000	78,000	
Media Planning/Buying	507564	100,000	100,000	
Tradeshaw Advertising - Canadian	507563	16,000	16,000	
Marketing Representation	507563	98,000	98,000	
Global Marketing Consultation	507563	30,000	30,000	
New England Tourism Center-Mail	507600	12,000	12,000	
US Clipping Services	507600	14,587	10,000	4,587
Travel Survey Research - TNS/VisaView	507600	26,000	26,000	
Total Tourism & Marketing		493,467	468,880	24,587
Contr & 3rd Pty-Info Tech	507543	23,880	23,880	
Advertising/Marketing -Web Design	507561	95,000	75,000	20,000
Advertising/Marketing -Other	507563	144,000	144,000	
Media-Planning/Buying	507564	100,000	100,000	
Other Contracts & Third Party Svcs	507600	130,587	126,000	4,587
		493,467	468,880	24,587

Carry-forward Authority FY2019 to FY2020

End-of-Year Special Fund & IDT Cash Balance Carry-forward Request

Department of Tourism & Marketing (VDTM) BU 07130: 2019 Closeout 06/30/19

- **APPROPRIATION 7130000000**

Fund 21500 Inter-Department Transfer \$7,345.11

These funds are cash receipts from the Agency of Transportation pursuant to a signed MOU dated December 8, 2016 to market the Vermont Byways Program. Of this remaining cash balance, \$4,000 is encumbered in Purchase Orders for an advertising insertion order with RoadRunner Publishing to promote Vermont Byways. VDTM requests carry-forward of these cash receipts to use in accordance with the signed MOU.

Department of Tourism and Marketing (VDTM)
Fiscal Year 2021 Budget
Strategic Overview and Program Performance Narrative

STRATEGIC OVERVIEW

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.”

The Vermont Department of Tourism and Marketing’s (VDTM) primary objective is to expand awareness of Vermont as a tourism destination and to increase the number of visitors to the state. More broadly, our mission is 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, to likely travelers from within the state, across the country, and around the world, to encourage residents and visitors to purchase Vermont-made products and experiences.

POPULATION SERVED

The work of the Department serves all Vermont residents – whether through direct employment in the sector, business support for Vermont businesses and producers that provide the services and experiences that attract visitors to the state and our residents enjoy, or the direct impacts on quality of life and the health and vibrancy of our communities that tourism provides as a driver of rural economic activity.

Businesses that fall under the tourism sector include accommodations (hotels, inns, B&Bs), attractions (resorts, entertainment, cultural, historic), food and beverage (restaurants, specialty foods manufacturers, craft breweries, cidermakers, distilleries, winemakers), specialty consumer goods manufacturers (agricultural products, wood products manufacturers), independent retailers, and other entrepreneurs and businesses that provide hospitality services and a dynamic visitation experience for guests to our state.

The Department provides visitors with information to help them make informed decisions when planning their visits to Vermont but also informs residents of activities happening around the state to encourage them to participate in events; visit our attractions, state parks, and historic sites; enjoy the myriad recreation opportunities the state can provide; or enjoy our lodging, dining and retail experiences. In 2018, visitation to the state increased to 13.5 million annual visitors, who contributed \$2.9 billion in spending to the Vermont economy. The total tax revenue generated by tourism activity topped \$374 million in 2018, translating into a tax relief savings of over \$1,450 for every Vermont household.

Increasingly, the Department has played a greater role in providing communications and marketing expertise to support additional Agency goals, namely economic development marketing efforts as directed by the Legislature and supported by the Administration. These activities have included recruiting new businesses and residents to the state through the Think Vermont campaign; positioning Vermont as the ideal place to pursue an education and start a career through the Choose Vermont scholarship program; and converting visitors to become full-time residents through the Stay to Stay Weekends program.

A restructuring of staff in FY21 will increase the scope and capacity of VDTM through the integration of the Office of the Chief Marketing Office (CMO) into the Department from the Agency's Administrative Division. The CMO supports promotional and marketing initiatives by agencies across state government with strategic expertise, brand and digital asset management, and direct creative services for promotions, awareness campaigns, websites and other outreach scenarios. The Department of Tourism and Marketing budget shows a general fund increase to accommodate restructuring of marketing functions – however, this up is mirrored by an equal down to the Department of Administration.

OUTCOMES AND MEASURES

PERFORMANCE-BASED BUDGET

The three categories below represent VDTM's measures for the performance-based budget pilot. VDTM, in coordination with the Department of Finance and Management, selected these categories based on areas impacted by the Department's activities.

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

Measures	2017	2018	2019	2020 Projection	2021 Forecast
Overnight camping at Vermont State Parks (CY)	414,185	427,737	426,734	427,000	427,000
Jobs in the hospitality sector (CY)	32,204	32,484	32,500 (Projected)	32,500	32,500
Increase in rooms and meals tax revenue (from previous fiscal year)	\$11,200,000	\$7,870,000	\$8,830,000	\$5,000,000	\$5,000,000

The following sections detail Program Performance for each of the Department's major program areas, as per VDTM's Program Profile (Form 5): Marketing and Advertising; Industry Support and Outreach; Communications and Public Relations; Research and Analysis, and Creative Services.

MARKETING AND ADVERTISING

To promote Vermont as a top, year-round, global tourism destination and an ideal place to live and work, VDTM implements seasonal, direct advertising campaigns to Vermont's core demographic audiences in our top markets. Work by the Department includes developing all advertising creative and promoted content; coordinating purchase of advertising media; engaging in digital marketing and promoting owned media; and collaborating with private sector partners.

PAID MEDIA

VDTM's FY20 paid advertising strategy includes a combination of digital advertising, native advertising (sponsored content), print publications, and out-of-home (outdoor advertising). Campaign investments are geotargeted to key drive (Massachusetts, New York, New Jersey, Connecticut and Rhode Island) and fly markets (Philadelphia and Washington, D.C. metro areas) based on behavior and intent, to increase brand awareness and encourage conversions. Advertising creative invites visitors to experience Vermont as our friends and family would, to 'Make Yourself at Home' while enjoying the state's outdoor recreation, culinary, and cultural attractions and opportunities.

Advertising is deployed at various touchpoints on the classic marketing funnel to influence decision making along a consumer's research and purchase journey. At the top of the funnel is brand awareness and interest, where the work of the Department can make the most difference to individual tourism properties throughout the state. We have the broadest message to capture attention and create interest in Vermont as a destination overall, to continually fill the 'funnel' with potential new visitors. A successful brand awareness tactic for VDTM this year included native content that ran in the *Boston Globe* and *Outside* magazine (editorial content that we worked with the publication to produce). Our metric of success was overall time spent with the brand and we exceeded the industry benchmark (2:00 minutes time spent on page) with results of 4:10 minutes and 3:31 minutes average time on page for the *Boston Globe* and *Outside* respectively.

Collaborative marketing with the private sector allows the State to leverage its dollars invested and expand opportunities, especially for brand awareness. VDTM's long-time advertising partner, Cabot Creamery, provided an additional \$100,000 in direct advertising investment in FY20 to allow Vermont to participate in a 'station domination' of the Boston public transit system during the summer campaign and a regional (southern New England) outdoor advertising campaign using digital billboards to serve weather-triggered advertising during the winter campaign (in partnership with the Vermont Ski Areas Association as well).

At the middle stage of the marketing funnel where consumers are considering and evaluating their options, the Department uses data from online behavior (someone who looked at flights online, searched for Vermont lodging or read an article about Vermont), to serve digital advertising to consumers as they navigate around the web to reinforce the idea of traveling to Vermont and inspire further action. As noted in the Research and Analysis section, VDTM can track the specific actions that some users take after being exposed to an ad to see if they ultimately make a hotel or flight booking or visit to VermontVacation.com. For each platform, the Department either can optimize for bookings or conversions (actions taken on VermontVacation.com).

As the Department is ‘selling’ the idea of Vermont and not a final product, we look at conversions differently than a lodging property or attractions might. At the very bottom of the marketing funnel, there is not a specific purchase, but rather we track actions that represent significant interest, such as:

- Total time spent on page at VermontVacation.com (over 1:30 minutes)
- Users who visit 3 or more pages on the site
- User views of the Stay & Play directory, Events calendar or Lodging packages (when ads are not directly linked to those pages)
- Sign-ups to the newsletter, fall foliage report or requests more information

At this lowest end of the marketing funnel we utilize paid search to activate users who are already deep into the decision-making process. We test different keywords (such as “things to do in Vermont”) to drive traffic to VermontVacation.com where we can present the full range of activities and events that Vermont has to offer.

OWNED MEDIA

The call-to-action on all our advertising and collateral directs consumers to ‘Start Planning Today’ at VermontVacation.com. As the state’s official tourism website, VermontVacation.com, provides travelers with useful tools and trip ideas to research and plan their vacations. Major content areas include specific landing pages for each season; things to do (recreation, arts and heritage, family and made in Vermont); towns and regions; and a Stay & Play section that includes trip ideas, an events calendar, lodging deals, and access to the Stay & Play business directory for detailed information on specific dining, lodging or entertainment properties. VDTM’s long-standing partner, the Vermont Chamber of Commerce, manages the Stay & Play directory to ensure business listings are accurate and current.

In addition to VermontVacation.com, VDTM communicates directly with potential Vermont visitors and industry partners using e-mail marketing. VDTM’s consumer and events newsletters support the overall advertising and marketing efforts with interest-specific seasonal promotions. Published for eight weeks each fall, our ‘Foliage Report’ is consistently our most highly performing email marketing content, boasting a subscriber list that grew by over 5,000 users in 2019 (to over 22,000 total), and delivered an impressive 35% open rate and 9% click-through rate at the start of the season. Currently, over 120,000 consumers have “opt-ed in” to receive monthly e-newsletters from VDTM highlighting the best of Vermont.

Additional details on the owned (what we say about ourselves) and earned (what others say about us) media activities of the Department that support our Marketing and Advertising activities are detailed as part of Communications and Public Relations (see below).

INDUSTRY SUPPORT AND OUTREACH

Travel trade relations provide industry support, including national and international representation, to promote tourism properties and attractions in Vermont. VDTM maintains relationships among statewide tourism, outdoor recreation, agriculture, arts and cultural heritage organizations to leverage cooperative advertising opportunities and expand our collective reach to potential visitors.

INTERNATIONAL MARKETS

The top international markets for Vermont are Canada, the UK and Europe, followed by Japan, Australia and New Zealand. Quebec (especially the metropolitan areas of Montreal) and Toronto are considered key markets for Vermont and the Department will often promote at par deals from our industry partners to support visitation from Canada. Tactics VDTM employs to encourage international visitation include media familiarization trips with journalists to achieve positive press coverage; participation in domestic and international trade shows and sales missions; direct outreach to tour operators and consumers; paid advertising (as part of Marketing and Advertising); and owned media and social media (as part of Communications and Public Relations).

Membership in the U.S. Travel Association enables VDTM access to opportunities under the Brand USA public-private partnership established at the federal level to increase international visitation to the United States. In addition to co-op marketing, international media and tour operator tradeshow opportunities, Brand USA participation allows Vermont to have a page on VisittheUSA.com which is translated in Japanese, Chinese, and Spanish, among other languages.

VDTM also maintains relationships with U.S.-based receptive tour operators who contract with lodging properties in Vermont to sell rooms via tour operators abroad. These relationships allow properties to fill rooms mid-week as international visitors tend to come for longer periods of time and generally spend more than domestic visitors. New for 2020, VDTM will invest in a Vermont portal on TourOperatorLand.com, a well-trafficked resource site for domestic and international group travel that will provide VDTM with real-time data on who is visiting the portal and what content they are engaging with, as well as specific contact info for interested tour operators.

DOMESTIC SALES

Group tours and travel continues to be an integral part of Vermont tourism's mix. VDTM partners with the Vermont Tourism Network, a group tour planning resource, to support group travel operators that bring hundreds of motor coaches with thousands of travelers to Vermont during all four seasons.

VDTM staff interact with consumers at special events and at select consumer travel shows to highlight Vermont as a vacation destination. In FY20 VDTM will attend travel and adventure shows in Montreal, Ottawa, Long Island, New York City and Washington D.C. to speak directly to consumers, some of whom may not have even considered a trip to Vermont before speaking to our staff. VDTM also manages the tourism booth in the Vermont building at the Eastern States Exposition (Big E) each year, which attracts over 1.6 million visitors over the course of 17 days. VDTM manages about 40 partner volunteers to be able to staff the booth for 12 hours a day.

PARTNERSHIPS

Collaborative marketing relationships with industry associations allow VDTM to align strategies and best leverage the state's investment in the tourism sector. Annual agreements with the Vermont Convention Bureau, the Vermont Ski Areas Association, the Vermont Chamber of Commerce and the Vermont Mountain Bike Association give VDTM the opportunity to set goals and expectations to measure the impact of such partnerships. New in FY19, VDTM entered into an agreement with the Vermont Outdoor Business Alliance where members could share photo and video assets with VDTM to help further promote Vermont's outdoor recreation assets and opportunities.

As noted below in Communications and Public Relations, the original video content that the Department produces offers another way to support partners across the tourism industry, whether that is Vermont State Parks or agritourism groups like Vermont Fresh Network or the Maple Sugar Makers Association. We can produce content to be shared across our own channels and those of our partner organizations in the lead up to statewide events like Maple Open House Weekend, Open Farm Week, or Department of Fish and Wildlife educational clinics, to help support statewide events or initiatives or support partner Agency goals such as increased sales of hunting and fishing licenses. The following testimonial, from Tara Pereira of the Vermont Fresh Network, was recently shared with VDTM:

"The video that VDTM produced for the 5th annual Vermont Open Farm Week was and is an important promotional tool and resource in our overall Open Farm Week marketing toolkit. We would not have been able to produce our own professional video for this project. VDTM's video helped us build awareness and increase online engagement. Open Farm Week would not have been as successful without the reach of VDTM's online communication channels and the [Department's] support in helping us get the word out."

COMMUNICATIONS AND PUBLIC RELATIONS

Visitors are increasingly seeking authentic experiences to immerse themselves in local culture, whether it be history, arts, culinary, communities, or recreation. With our rich history, vibrant arts community, agricultural working landscapes, talented producers and makers, and abundant recreational opportunities, Vermont is well positioned as an ideal 'immersive' travel destination. Content produced by the Department for our owned media channels (website, newsletters, social media, collateral, etc.) takes advantage of our natural assets and these travel trends:

- VDTM has been collaborating with industry partners to expand the Vermont African American Heritage Trail to now include 30 sites of interest as well as roadside markers across Vermont. The popular trail has generated interest from national and international audiences seeking out the historic and modern African American experience, resulting in multiple reprints of the marketing materials.
- Vermont is recognized as a national leader in agritourism experiences. Eating local in Vermont has been a way of life for many, long before the phrase "farm-to-table" was coined. Agritourism activities connect visitors to the state's working landscape and highlight tastings, tours, farm stays, and events, and encourage direct sales of agricultural and value-added made in Vermont products. VDTM has partnered with the Agency of Agriculture, Food and Markets, the Vermont Fresh Network, and the University of Vermont to

develop the Lake Champaign Tasting Trail to connect culinary and farm experiences in Vermont, with the culinary trails in the Adirondack region of New York and the food and farm trails in Quebec.

- Visitors looking for immersive experiences can get a glimpse into the work of our Vermont producers through a new initiative of the Department to create monthly ‘maker’ videos to be shared in our newsletter and on social media. To date we have profiled MTN Local Snowboards, Maple Landmark Woodcraft, Towards Nightfall Woodworkers, Bennington Potters, Shelburne Farms, Island Homemade Ice Cream, Vermont Glove Company, ZAFA Wines, and Elmore Mountain Farm, as well as a collection of Vermont coffee roasters and distillers of Vermont spirits. The ‘maker’ series will continue monthly through 2020.
- Outdoor recreation plays a pivotal role in Vermont tourism. It is a central theme in our visual identity and the way Vermont embraces an outdoor lifestyle is central to our brand. Vermont had nearly 4 million skier visits in 2017 that resulted in \$900M in direct spending. In addition to our world-class skiing and riding, Vermont is well known for its mountain and road biking, hiking trails, waterways, and hunting and fishing. Our culture of enjoying the amazing natural beauty that surrounds us and spending time outdoors is often what drives visitors to our state for the first time. Images of backcountry skiing or hiking in the winter; or spending time on the river or camping in the woods in the summer; are what stir the imaginations of our visitors and inspire them to come visit.

The Department keeps a content calendar to plan out which photos and content we will share throughout a season or campaign. VDTM also produces additional video content, featuring downtowns, artists, attractions, and businesses telling the story of Vermont in a visual way on an on-going basis. This content is then shared across all digital platforms, the website, and in certain instances, paid advertising. The highest performing content is promoted to reach a wider audience, targeted by geographic region, behaviors, and interests.

EARNED MEDIA

VDTM actively engages with the media for positive coverage of Vermont as a tourism destination by distributing press releases, generating and pitching storylines, facilitating news coverage, and coordinating media familiarization trips for journalists travel to Vermont to experience our tourism destinations and attractions for themselves.

These editorial stories inspire potential travelers, reinforce frequent visitors’ affinity for the State, and collectively strengthen the Vermont brand. Travel articles published about Vermont translate into millions of dollars in advertising equivalent publicity annually. In 2019, stories about Vermont travel and tourism experiences appeared in the *Boston Globe*, *Boston Herald*, *New York Times*, *Newsweek*, *Outside*, *Bon Appetit*, *Conde Nast Traveler*, *Washington Post*, *CNBC*, *The Globe and Mail*, *The Today Show*, *New England Cable News* (TV and online) and hundreds of other publications and news sites.

SOCIAL MEDIA

VDTM nurtures social media engagement to build a community of passionate Vermont enthusiasts who amplify our marketing efforts with their personal social media connections. Through social media channels Facebook, Twitter, Instagram and YouTube, VDTM provides a fully interactive experience, enabling Vermont “fans” to share, comment on, and recommend locations, attractions and events that ultimately build Vermont brand awareness and motivate others in visiting Vermont.

VDTM has grown its social media community significantly this past year. We currently have over 55,000 Facebook followers, 43,600 followers on two Twitter accounts, 37,400 followers on Instagram, and 2,130 subscribers on YouTube. VDTM shares a variety of content, from video to images and articles in dozens of posts weekly, which generate thousands of weekly social media impressions. As with editorial coverage, these social media posts illuminate our many tourism assets, inspire further visitation, and strengthen the Vermont brand. In the last year, follower numbers have increased across social media by over 12 percent.

RESEARCH AND ANALYSIS

Every two years, VDTM prepares a full benchmark report on the tourism industry to describe qualitatively and quantitatively the impacts of tourism on the Vermont economy. These impacts include jobs and income for Vermonters, revenue for state and local governments, and improved cultural and recreational opportunities for Vermont residents.

Updated data for 2018 indicates direct visitor spending in Vermont was over \$2.9 billion. The tourism sector supports 32,484 jobs with over \$1.1 billion in wages. Visitor spending generated \$374 million in tax and fee revenue to the State, which translates into a tax relief savings of over \$1,450 for every Vermont household.

To optimize and quantify the impact of our paid advertising investments, VDTM utilizes two travel market media tracking systems, Arrivalist, and ADARA. Arrivalist anonymously measures change in GPS location of network-enabled devices allowing VDTM to connect a consumer's journey from first digital media exposure to arrival in the market. ADARA leverages first-party data from major airlines, hotels, and rental car companies to help VDTM target potential visitors during their trip planning process and track behavior after media exposure so the Department can chart how effectively and efficiently our paid media activities influenced visitation.

CREATIVE SERVICES

New in FY21 is the integration of the Office of the Chief Marketing Officer (CMO), previously part of the Department of Administration, into the Department of Tourism and Marketing. This budget restructure formalizes the collaborative relationship that currently exists between the two teams to maximize capacity and consolidate marketing expertise within the Agency.

The CMO supports promotional and marketing initiatives by agencies across state government with strategic expertise, brand and digital asset management, and tactical support, encouraging cost efficiencies and collaboration. For the many state agencies and departments who do not have dedicated communications staff, the marketing consultancy and creative services provided by the CMO are a crucial resource to help them accomplish their outreach and marketing goals. The CMO's office can provide creative services from graphic design, copywriting and digital advertising to web design, content strategy and data visualization. The centralized creative services the CMO offers results in improved quality and effectiveness of outreach materials, dollars saved, and enhanced success of marketing programs. As importantly, through centralized creative services the Vermont brand is consistently represented and messaged across state government.

The CMO also maintains master contracts for marketing and creative services, media buying, and photography to make it easier and more efficient for state entities to enter into agreements with outside vendors when it is determined that the required skills or capacity for a marketing-related initiative are not available in-house.

A full report from the Office of the Chief Marketing Officer is included in the Department of Administration for reporting FY19 outcomes.

CROSS-AGENCY INITIATIVES

As noted above, the Department has been playing a greater role in providing communications and marketing expertise to support additional Agency goals, namely: to recruit new businesses and residents to the state through the Think Vermont campaign; to position Vermont as the ideal place to pursue an education and start a career through the Choose Vermont scholarship program; and to convert visitors to become full-time residents through the Stay to Stay Weekends program.

CHOOSE VERMONT SCHOLARSHIP

In the wake of the closures of Green Mountain College, the College of St. Joseph and Southern Vermont College in the Spring of 2019, the Agency of Commerce and Community Development participated in multiple rapid response efforts and brainstormed on ways to help the communities recover. As a result, ACCD led the first state-sponsored collaborative higher education marketing campaign in more than two decades, working with the Vermont Student Assistance Corporation (VSAC) and the Association of Vermont Independent Colleges (AVIC) to provide two \$5,000 scholarships to incoming freshman who committed to a Vermont college or university by June 1, 2019.

VDTM worked with the colleges and universities to produce a promotional video featuring Governor Phil Scott, an email marketing campaign, and social media campaign that reached more than 10,000 accepted college students and ultimately attracted over 1,400 entrants into a drawing for the two scholarships. Ultimately 1,258 students were eligible for the drawing, representing incoming students to 18 Vermont institutions of higher education. The first Choose Vermont Scholarship winners included a student from Connecticut who now attends the University of Vermont to study nursing and a Vermont resident attending Castleton University to study political science.

The Choose Vermont Scholarship program has been expanded in 2020 to include 14 individual \$5,000 scholarships, one from each participating school plus VSAC, totaling \$70,000 in available aid. Promotional efforts will run throughout the Winter and Spring ‘college commitment’ season to increase awareness of Vermont as the best place in the country to go to college and encourage accepted students to ‘choose’ Vermont for their education and hopefully, a career and future residency in Vermont.

STAY TO STAY WEEKENDS

The Stay to Stay Weekends program is an economic development tourism initiative developed by VDTM to attract more residents to Vermont and help reverse declines in the state’s workforce and population. The three-day networking weekends are specifically designed to welcome and engage visitors and provide resources to those interested in living and working in Vermont.

The program, which launched in 2018, expanded from four communities to eight in 2019. 31 Stay to Stay Weekends have now taken place throughout the state since the program began. Stay to Stay Weekends are jointly administered by VDTM and regional partners who connect

participants with community leaders, employers, entrepreneurs, realtors, and potential neighbors to begin building a support network that can help facilitate their relocation to Vermont. Participating communities thus far have included: Bennington, Brattleboro, Burlington, Manchester, Newport, Rutland, St. Johnsbury, and Woodstock.

Stay to Stay Weekends have three components: a Friday evening welcome reception, Saturday and Sunday exploration, and a Monday morning networking event. Monday morning activities are designed to give participants tangible insight into living and working in Vermont, including tours with realtors; tours of childcare centers; visits to local coworking spaces to meet entrepreneurs and business owners; and meetings with employers that are hiring. Participants are responsible for arranging and covering the cost of their accommodations, travel, and meals.

Since its inception in 2018, the Stay to Stay Weekends program has resulted in 57 new residents relocating to Vermont. Over 1,250 visitors registered for the program, and 387 have attended one or more weekends. Tracking participants who are in the process of house- and/or job-hunting is ongoing and is reported by local partners when data becomes available. In a recent survey of past participants, 47% reported they were likely to move to Vermont after participating in a Stay to Stay Weekend.

Planned program improvements for 2020 include themed Stay to Stay Weekends to target specific employment sectors, beginning with healthcare, public safety, manufacturing, and technology. Partner organizations will arrange for sector specific job fairs and networking opportunities both to attract larger numbers of participants and to make the Weekends more valuable for attending employers. Additional communities are considering joining the program, including in the Middlebury-Vergennes-Bristol region and Central Vermont, possibly focusing on Montpelier, Barre, and Waterbury.

PROPOSED ONE TIME PROGRAM INCREASE AND BUDGET IMPACT FOR FY21

This budget includes a \$1,000,000 increase in the Department of Tourism and Marketing's budget to expand the tourism programs outlined in this document, fund our economic development marketing campaign, and partner with the Agency of Natural Resources to market Vermont's state-owned outdoor economy assets. Vermont has the smallest tourism and marketing budget in New England, the second smallest tourism budget in the country, and no on-going budget for economic development to market the state to businesses and potential residents. Increased resources for marketing would allow the Department to scale targeted advertising to bring visitors and potential residents to the state, promote our fishing and hunting opportunities to support the stewardship of our natural landscape, launch new recruitment tools on ThinkVermont.com to help reverse our state's demographic slide and embark on more onsite activation and earned/owned media activities to make the case that Vermont is the ideal place to live, work, recreate and do business. It would also allow the Departments of Fish and Wildlife and Forests Parks and Recreation, in coordination with the Department, to expand a current digital marketing campaign encouraging Vermonters and visitors to engage in outdoor recreation, an effort which is already showing results, for example in increases in non-resident fishing license sales. This effort will encourage State Parks visitation through targeted direct marketing to ensure a continuation of recent record levels of attendance, as well as encourage use of parks not yet operating at full capacity.

Department of Tourism and Marketing

COMMISSIONER

Heather Pelham

STAFF: 9 (FY 2020)



Summary of 2018 Impacts

13.5 M

AVERAGE ANNUAL VISITORS

\$2.9 B

VISITOR SPENDING

\$374 M

TAX REVENUE GENERATED

\$1,457

TAX SAVINGS TO EVERY VERMONT HOUSEHOLD

32,484

JOBS IN THE TOURISM INDUSTRY

2018 Economic Impact

Tax Revenue

Vermont's tourism industry is a crucial part of our economy. The tax revenue tourism generates contributes to the General Fund and reduces the tax burden on Vermont residents. The total tax revenue generated includes rooms and meals, sales and gasoline taxes attributed to visitors, income tax from Vermonters employed in the sector, and property taxes paid by second-home owners.



\$113 M

Rooms and Meals Tax Revenue Generated by Tourism Activity



\$374 M

Total Tax Revenue Generated by Tourism Activity



\$1,457

Tax Relief Per Year Per Vermont Household from Tax Revenue by Visitor Spending



100%

Percentage of Vermont Households Benefited (256,629 Households)

Visitation

Tourism visitation consists of guest activity at attractions, outdoor recreation, and lodging and dining establishments. Data shows that visitation trends remain strong, bringing economic activity to communities throughout the state and improving the bottom line of thousands of local businesses.



13.5 M

Visitors (includes overnight, day and drive-through visitors)



\$2.9 B

Visitor Spending at Attractions, Lodging and Dining Establishments



8.1 M

Overnight Stays (lodging, second homes, campgrounds and family)



42%

Visitors Who Stay in Overnight Lodging (30% stay in second homes)

Employment

Visitor spending supports the salaries of over 10% of Vermont's workforce. Tourism generates personal and business income that circulates through our communities via day-to-day commerce at local businesses. Tourism-related jobs include occupations in over 30 NAICS classifications and self-employment.



32,484

Jobs in the Tourism Industry



\$1.1 B

Wages Paid in the Tourism Industry



10%

Percentage of Vermont's Workforce

Reach

Local businesses throughout the state, from cheesemakers to breweries to farm operations, in addition to attractions, outdoor recreation, lodging and dining establishments, benefit from visitor spending, impacting communities statewide. Resources such as the Stay and Play Directory and Events Calendar on VermontVacation.com help individual properties and communities reach the largest possible audience.



900+

Vermont Businesses Listed in the VermontVacation.com Stay and Play Directory



3,861

Events Posted on the VermontVacation.com Events Calendar (FY19)



2,560

Number of Event Venues Represented on the Events Calendar (FY19)



236

Vermont Communities Represented in Events Calendar

FY 2021

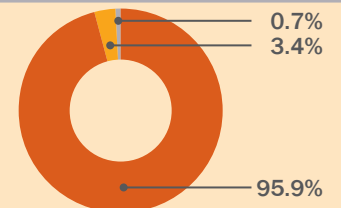
PROPOSED GENERAL FUND APPROPRIATION:

\$3.6 M

BUDGET

\$3,597,399

● General Funds [operational]	\$3,450,932
● Pass-through Grants	\$121,880
● All Other Funds	\$24,587



ACCD - DEPARTMENT OF TOURISM & MARKETING		Financial Info						
Programs	Financial Category	GF \$\$	Spec F (incl tobacco) \$\$	Fed F \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions (if available)	\$ Amounts granted out (if available)
PROGRAM #1: TOURISM & MARKETING ADMINISTRATION								
Leadership, management and administrative support for all programs, including administration of grant funds, are all part of the general administration of the department.	FY 2019 Actual expenditures	347,629				347,629	2	54,220
	FY 2020 estimated expenditures (including requested budget adjustments)	297,901				297,901	2	
	FY 2021 Budget Request for Governor's Recommendation	310,914				310,914	2	
PROGRAM #2: MARKETING & ADVERTISING								
Implement strategic, direct advertising campaigns in core markets to promote Vermont as a year-round, global tourism destination and an ideal place to live and work. Develop advertising creative, coordinate purchase of advertising media, engage in digital marketing, promote owned media, and collaborate with private sector partners.	FY 2019 Actual expenditures	1,980,308			20,238	2,000,546	4	
	FY 2020 estimated expenditures (including requested budget adjustments)	1,996,557				1,996,557	4	
	FY 2021 Budget Request for Governor's Recommendation	1,969,835				1,969,835	4	
PROGRAM #3: INDUSTRY SUPPORT & OUTREACH								
Travel trade relations provide industry support, including national and international representation, to promote tourism properties and attractions. Participate in trade shows and sales missions, provide direct outreach to tour operators and consumers, and maintain relationships among statewide tourism, outdoor recreation, agriculture, arts and cultural heritage organizations.	FY 2019 Actual expenditures	345,678				345,678	1	
	FY 2020 estimated expenditures (including requested budget adjustments)	470,808				470,808	1	121,880
	FY 2021 Budget Request for Governor's Recommendation	596,183				596,183	2	121,880
PROGRAM #4: COMMUNICATIONS & PUBLIC RELATIONS								
Coordinate internal and external communications; develop content for all owned and paid media; manage social media outreach and marketing; cultivate relationships with local, regional and national journalists, influencers and media outlets to achieve earned media exposure.	FY 2019 Actual expenditures	160,563			4,586	165,149	1	47,500
	FY 2020 estimated expenditures (including requested budget adjustments)	221,852			4,587	226,439	2	
	FY 2021 Budget Request for Governor's Recommendation	344,933			4,587	349,520	3	
PROGRAM #5: RESEARCH & ANALYSIS								
Analyze visitor demographics, interests, activities, and spending patterns to quantify the impacts of tourism on the Vermont economy. Utilize travel market media tracking and digital analytics to optimize marketing strategies and advertising investments.	FY 2019 Actual expenditures	70,000				70,000	0	
	FY 2020 estimated expenditures (including requested budget adjustments)	96,000				96,000	0	
	FY 2021 Budget Request for Governor's Recommendation	105,000				105,000	0	
PROGRAM #6: CREATIVE SERVICES								
Support promotional and marketing initiatives by agencies across state government with strategic expertise, brand and digital asset management, and tactical support, encouraging cost efficiencies and collaboration. Provide direct creative services for promotions, awareness campaigns, websites and other outreach scenarios.	FY 2019 Actual expenditures					-	0	
	FY 2020 estimated expenditures (including requested budget adjustments)					-	0	
	FY 2021 Budget Request for Governor's Recommendation	245,947			20,000	265,947	2	
	FY 2019 Actuals	2,904,178	-	-	24,824	2,929,002	8	101,720
	FY 2020 Estimated	3,083,118	-	-	4,587	3,087,705	9	121,880
	FY 2021 Budget Request	3,572,812	-	-	24,587	3,597,399	13	121,880
	FY21 Targets	3,572,812	-	-	24,587	3,597,399	13	121,880
	Difference	-	-	-	-	-	-	-

Programmatic Performance Measure Report					Attachment A-2
Department of Tourism & Marketing		Performance Measure Info			
Programs	Measure Name	Measure Type	Previous Period Value	Current Period Value	Reporting Period
PROGRAM #1 Marketing and Advertising					
Coordinate strategic direct advertising campaigns to promote Vermont as a top, year-round, global tourism destination and an ideal place to live and work. Develop, produce and purchase advertising media, promote owned media; engage in all forms of digital marketing and collaborate with private sector partners to promote Vermont.	Occupancy at Vermont State Parks	How Much?	427,370 (CY2018)	413,500 <i>(preliminary for CY2019)</i>	CY
	Total Number of Visitor Overnight Stays	How Well?	7,500,000 (CY2017)	7,800,000 <i>(preliminary for CY2018)</i>	CY
	Increase in Rooms and Meals Tax Revenue	Better Off?	\$7,870,000 (SFY2018)	\$8,830,000 (SFY2019)	SFY
PROGRAM #2 Industry Support and Outreach					
Travel trade relations provide industry support, including national and international representation of Vermont tourism. Participation in domestic and international trade shows and sales missions provides direct outreach to tour operators and consumers. Maintains relationships among statewide and regional tourism, outdoor recreation, agriculture, arts and cultural heritage organizations.	Total Wages in the Hospitality Sector	Better Off?	\$835,400,000 (CY2017)	\$859,500,000 (CY2018)	CY
PROGRAM #3 Communications and Public Relations					
Coordinate internal and external communications; manage social media outreach and marketing; develop owned media; cultivate relationships with local, regional and national journalists, influencers and media outlets to achieve earned media exposure.	Growth in Reach of Social Media (Total Audience)	How Much?	96,224 (SFY2018)	128,146 (SFY2019)	SFY