

# FY2024 BUDGET

## Agency of Commerce and Community Development

JANUARY 2023

**SECRETARY**  
Lindsay Kurrle

**DEPUTY SECRETARY**  
Tayt Brooks



# AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT

## FY 24 BUDGET DETAIL

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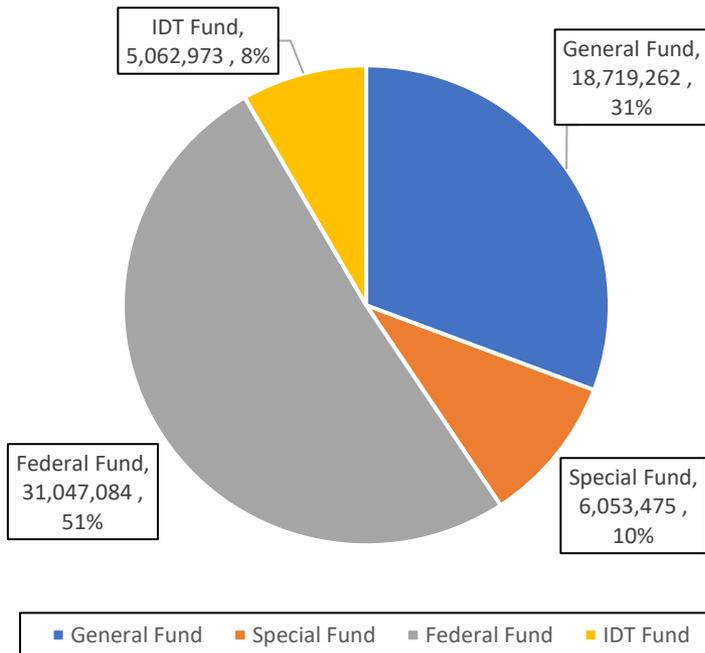
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## Agency of Commerce & Community Development FY 2024 Governor's Recommend Budget

**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**. Total ACCD Staff → **103 Employees**

**FY 2024 Total Base Budget-->\$60.8M**



### FY2024 One Time Expenditures

#### • HOUSING & COMMUNITY DEVELOPMENT

❖ Rental Housing Dev. Proposal	<b>\$20M</b>
❖ VHIP Program Changes	<b>\$15M</b>
❖ Municipal & Regional Planning Fund	<b>\$0.5M</b>
❖ Land Value Tax Feasibility Study	<b>\$0.15M</b>
❖ Vermont 250 <sup>th</sup> Commission	<b>\$0.117M</b>
❖ VT Council on Rural Development-HUD Match	<b>\$0.018M</b>

**Total General Fund: \$35.7M**

#### • ECONOMIC DEVELOPMENT

❖ Vermont Training Program	<b>\$5M</b>
❖ Brownfields	<b>\$10M</b>
❖ New & Relocated Workers Grants	<b>\$4M</b>
❖ Rural Investment & Development Grant	<b>\$10M</b>
❖ Innovate NEK, NVDA	<b>\$0.35M</b>

**Total General Fund: \$29.35M**

#### Total Proposed Base Increase

#### • PARTNER AND COMMUNITY SUPPORT

❖ RDC Increase	<b>\$0.2M</b>
❖ VT Employee Ownership Center	<b>\$0.003M</b>
❖ VT Small Business Development Center	<b>\$0.03M</b>
❖ Downtown Increase	<b>\$0.8M</b>
❖ VDTM Regional Partners Engagement	<b>\$1M</b>

**Total Base Funding Increase: \$2.03M**

**Total GF One-Time: \$65.13M**

**Total FY24 Changes: \$67.1M**

**Total FY24 ACCD Budget: 127.9M**

**Agency of Commerce and Community Development**  
**FY 2024 Summary Budget Changes by Fund**  
(For Detail by Dept. See *Budget Development Forms*)

<b>FY 23 General Fund As Passed</b>	<b>\$16,028,328</b>
Salary/Benefits net increase	\$933,384
Other personal services net decrease	(\$62,255)
IT/Contracts - Application Support	\$510,370
Other Contr and 3Rd Pty Serv	\$22,747
Vacancy Savings net increase	(\$20,864)
Temporary Employees net increase	\$2,124
Internal Service Fees net increase (Insurances, VISION, ADS Allocated Fee, HR Services)	\$77,869
Miscellaneous Operating net increase	\$592,587
Competitive Marketing & Regional Relocation Support Grants	\$600,000
Homeowners Assistance Fund	(\$1,000,000)
Strengthening Communities and Downtowns	\$800,000
Regional Development Corporations	\$200,000
VT Employee Ownership Center (VEOC)	\$3,483
Vt Small Business Development Center (VT SBDC)	\$31,489
<i>Total Increase</i>	\$2,690,934
<b>FY 24 General Fund Request</b>	<b>\$18,719,262</b>

## Agency of Commerce and Community Development FY 2024 Summary Budget Changes by Fund

<b>FY 23 Federal Fund As Passed</b>	<b>\$83,130,642</b>
Salary/Benefits net increase	(\$110,207)
Temporary Employees increase	\$802
Other personal services net increase	\$79,855
Contractual services increase	\$3,000,024
Miscellaneous Operating costs net decrease	(\$7,059)
EDA Marketing grant	(\$3,000,000)
STEP Award grant	\$64,256
VT Emergency Rental Assistance Program (ERAP)	(\$2,174,334)
Homeowner Assistance Fund (HAF)	(\$47,796,620)
HUD -CDBG Grants	\$134,315
HUD -CDBG Grants COVID Relief	(\$2,000,000)
HUD -CDBG Grants Recovery Housing	(\$566,257)
HUD - CDBG Program Income	(\$100,000)
Northern Border Regional Commission Capacity	\$391,667
<i>Total Increase</i>	(\$52,083,558)
<b>FY 24 Federal Fund Request</b>	<b>\$31,047,084</b>

## Agency of Commerce and Community Development FY 2024 Summary Budget Changes by Fund

<b>FY 23 Special Fund As Passed</b>	<b>\$10,110,316</b>
Salary/Benefits increase	(\$65,774)
Temporary Employees increase	\$5,918
Other personal services decrease	
Workers' Compensation net decrease	
Unemployment/Catamount Assessment increase	
Contractual Services net decrease	(\$22,016)
Internal Service Fees decrease (Insurances, VISION, ADS Allocated Fee, HR Services)	(\$17,984)
Miscellaneous Operating costs net increase	(\$135,374)
Regional Planning Commission one-time	(\$1,521,998)
Disaster Recovery Buyout Grants spending authority adjustment	(\$49,613)
Windham County Economic Dev Program decrease	(\$2,250,000)
<i>Total Increase</i>	(\$4,056,841)
<b>FY 24 Special Fund Request</b>	<b>\$6,053,475</b>
<b>FY 23 Interdepartmental Transfer Fund As Passed</b>	<b>\$5,532,656</b>
Salary/Benefits increase	\$173,411
Other Personal Services	
Workers' Compensation increase	
Internal Service Fees increase (Insurances, VISION, ADS Allocated Fee, HR Services)	
Miscellaneous Operating costs increase	\$2,406
Newport Economic Development Program -Property Settlement funds	(\$645,500)
<i>Total Increase</i>	(\$469,683)
<b>FY 24 Interdepartmental Transfer Fund Request</b>	<b>\$5,062,973</b>
<b>Total FY 24 Budget Increase</b>	<b>(\$53,919,148)</b>
<b>Total FY 24 Governor's Recommend</b>	<b>\$60,882,794</b>

**Agency of Commerce and Community Development  
FY 2024 Staffing Changes**

<b>Administration</b>	
Total No. of Positions FY 2021	13
Financial Administrator II from Tourism and Marketing	1
ACCD Contracts and Grants Program Manager (Pool request)	1
ARPA Limited Service Position Position	1
Total No. of Positions FY 2022	16
Total No. of Positions FY 2023	16
Total No. of Positions FY 2024	16
<b>Economic Development</b>	
Total No. of Positions FY 2021	21
ARPA Limited Service Positions	6
Grant Programs Manager (NBRC)	1
Total No. of Positions FY 2022	28
Total No. of Positions FY 2023	28
Total No. of Positions FY 2024	28
<b>Housing and Community Development</b>	
Total No. of Positions FY 2021	32
Administrative Services Coordinator I (Pool request))	1
ARPA Limited Service Positions	6
Community Development Specialist II -ERAP (LTD)	1
Grants Management Specialist -CDBG (LTD)	1
Grants Management Specialist -HAF (LTD)	1
Total No. of Positions FY 2022	42
Total No. of Positions FY 2023	42
ARPA Limited Service Positions	5
Total No. of Positions FY 2024	47
<b>Tourism and Marketing</b>	
Total No. of Positions FY 2021	13
Financial Administrator II to Administration	-1
Total No. of Positions FY 2022	12
Total No. of Positions FY 2023	12
Total No. of Positions FY 2024	12
<b>Agency Totals</b>	
Total No. of Positions FY 2021	79
Total No. of Positions FY 2022	98
Total No. of Positions FY 2023	98
Total No. of Positions FY 2024	103

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State of Vermont

FY2024 Governor's Recommended Budget: Rollup Report

Organization: 07 - Commerce and Community Development

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Salaries and Wages	7,204,626	6,515,942	6,515,942	7,000,308	484,366	7.4%
Fringe Benefits	3,633,161	3,726,668	3,726,668	4,174,485	447,817	12.0%
Contracted and 3rd Party Service	18,984,609	2,243,764	2,243,764	5,754,618	3,510,854	156.5%
PerDiem and Other Personal Services	12,574	2,004,205	2,004,205	2,657,076	652,871	32.6%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>29,834,970</b>	<b>14,490,579</b>	<b>14,490,579</b>	<b>19,586,487</b>	<b>5,095,908</b>	<b>35.2%</b>

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Equipment	34,898	4,800	4,800	4,824	24	0.5%
IT/Telecom Services and Equipment	1,173,963	882,863	882,863	945,653	62,790	7.1%
IT Repair and Maintenance Services	12,078	28,102	28,102	31,065	2,963	10.5%
Other Operating Expenses	1,661,801	352,400	352,400	127,248	(225,152)	-63.9%
Other Rental	24,468	19,951	19,951	20,137	186	0.9%
Other Purchased Services	3,634,381	12,773,426	12,773,426	9,756,725	(3,016,701)	-23.6%
Property and Maintenance	132,032	150,653	150,653	166,824	16,171	10.7%
Property Rental	267,465	282,484	282,484	282,510	26	0.0%
Supplies	136,378	167,093	167,093	177,041	9,948	6.0%
Travel	98,377	158,110	158,110	156,911	(1,199)	-0.8%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>7,175,840</b>	<b>14,819,882</b>	<b>14,819,882</b>	<b>11,668,938</b>	<b>(3,150,944)</b>	<b>-21.3%</b>

Budget Object Group: 3. GRANTS

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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Rollup Report**

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

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Grants Rollup	48,041,014	165,614,481	171,157,121	94,762,369	(70,852,112)	-42.8%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>48,041,014</b>	<b>165,614,481</b>	<b>171,157,121</b>	<b>94,762,369</b>	<b>(70,852,112)</b>	<b>-42.8%</b>
<b>Total Expenditures</b>	<b>85,051,824</b>	<b>194,924,942</b>	<b>200,467,582</b>	<b>126,017,794</b>	<b>(68,907,148)</b>	<b>-35.4%</b>

Fund Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
General Funds	23,681,617	39,401,328	44,401,328	83,854,262	44,452,934	112.8%
Special Fund	5,875,880	10,110,316	10,652,956	6,053,475	(4,056,841)	-40.1%
Coronavirus Relief Fund	125,463	0	0	0	0	0.0%
Coronavirus State Fiscal Recovery Fund	5,953,945	56,750,000	56,750,000	0	(56,750,000)	-100.0%
Federal Funds	30,438,533	83,130,642	83,130,642	31,047,084	(52,083,558)	-62.7%
IDT Funds	18,976,386	5,532,656	5,532,656	5,062,973	(469,683)	-8.5%
<b>Funds Total</b>	<b>85,051,824</b>	<b>194,924,942</b>	<b>200,467,582</b>	<b>126,017,794</b>	<b>(68,907,148)</b>	<b>-35.4%</b>

Position Count	88
FTE Total	88

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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

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

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

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Salaries and Wages</b>							
Description	Code						
Classified Employees	500000	7,172,586	4,696,640	4,696,640	5,047,973	351,333	7.5%
Exempt	500010	0	1,831,294	1,831,294	1,976,130	144,836	7.9%
Temporary Employees	500040	0	236,034	236,034	244,878	8,844	3.7%
Overtime	500060	32,040	7,000	7,000	7,217	217	3.1%
Shift Differential	500070	0	0	0	0	0	0.0%
Vacancy Turnover Savings	508000	0	(255,026)	(255,026)	(275,890)	(20,864)	8.2%
<b>Total: Salaries and Wages</b>		<b>7,204,626</b>	<b>6,515,942</b>	<b>6,515,942</b>	<b>7,000,308</b>	<b>484,366</b>	<b>7.4%</b>

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Fringe Benefits</b>							
Description	Code						
FICA - Classified Employees	501000	530,199	359,304	359,304	386,158	26,854	7.5%
FICA - Exempt	501010	0	139,370	139,370	149,683	10,313	7.4%
Health Ins - Classified Empl	501500	1,268,166	1,092,490	1,092,490	1,241,554	149,064	13.6%
Health Ins - Exempt	501510	0	341,240	341,240	391,082	49,842	14.6%
Retirement - Classified Empl	502000	1,680,922	1,197,641	1,197,641	1,347,806	150,165	12.5%
Retirement - Exempt	502010	0	431,419	431,419	472,697	41,278	9.6%
Dental - Classified Employees	502500	67,522	54,593	54,593	58,006	3,413	6.3%
Dental - Exempt	502510	0	16,208	16,208	16,207	(1)	0.0%
Life Ins - Classified Empl	503000	27,812	21,388	21,388	23,071	1,683	7.9%

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State of Vermont

FY2024 Governor's Recommended Budget: Detail Report

Organization: 07 - Commerce and Community Development

Fringe Benefits		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Life Ins - Exempt	503010	0	8,226	8,226	8,401	175	2.1%
LTD - Classified Employees	503500	3,516	754	754	1,267	513	68.0%
LTD - Exempt	503510	0	3,074	3,074	3,321	247	8.0%
EAP - Classified Empl	504000	2,853	2,211	2,211	2,381	170	7.7%
EAP - Exempt	504010	0	595	595	612	17	2.9%
Employee Tuition Costs	504530	3,450	1,200	1,200	1,200	0	0.0%
Workers Comp - Ins Premium	505200	45,794	55,055	55,055	69,139	14,084	25.6%
Unemployment Compensation	505500	2,928	1,900	1,900	1,900	0	0.0%
<b>Total: Fringe Benefits</b>		<b>3,633,161</b>	<b>3,726,668</b>	<b>3,726,668</b>	<b>4,174,485</b>	<b>447,817</b>	<b>12.0%</b>

Contracted and 3rd Party Service		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Contr&3Rd Party-Fulfillment	507020	0	0	0	0	0	0.0%
Contr & 3Rd Party - Financial	507100	6,101	0	0	0	0	0.0%
Contr & 3Rd Party - Legal	507200	0	25,316	25,316	3,300	(22,016)	-87.0%
Contr&3Rd Pty-Educ & Training	507350	112,736	2,400	2,400	2,400	0	0.0%
IT Contracts - Servers	507543	9,250	19,500	19,500	19,500	0	0.0%
Creative/Development	507561	0	97,000	97,000	97,000	0	0.0%
Creative/Development-Web	507562	0	0	0	0	0	0.0%
Advertising/Marketing-Other	507563	191,549	130,000	130,000	130,000	0	0.0%
Media-Planning/Buying	507564	108,763	110,000	110,000	3,110,000	3,000,000	2,727.3%
IT Contracts - Application Development	507565	16,288	30,000	30,000	30,000	0	0.0%
IT Contracts - Application Support	507566	0	37,130	37,130	547,500	510,370	1,374.5%

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State of Vermont

FY2024 Governor's Recommended Budget: Detail Report

Organization: 07 - Commerce and Community Development

Contracted and 3rd Party Service		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Other Contr and 3Rd Pty Serv	507600	18,539,923	1,792,418	1,792,418	1,814,918	22,500	1.3%
Recording & Other Fees	507620	0	0	0	0	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>18,984,609</b>	<b>2,243,764</b>	<b>2,243,764</b>	<b>5,754,618</b>	<b>3,510,854</b>	<b>156.5%</b>

PerDiem and Other Personal Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Catamount Health Assessment	505700	4,118	1,500	1,500	1,500	0	0.0%
Per Diem	506000	8,400	15,230	15,230	15,501	271	1.8%
Other Personal Services	506199	0	0	0	350,000	350,000	100.0%
Other Pers Serv	506200	0	1,987,425	1,987,425	2,290,025	302,600	15.2%
Service of Papers	506240	56	50	50	50	0	0.0%
<b>Total: PerDiem and Other Personal Services</b>		<b>12,574</b>	<b>2,004,205</b>	<b>2,004,205</b>	<b>2,657,076</b>	<b>652,871</b>	<b>32.6%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>29,834,970</b>	<b>14,490,579</b>	<b>14,490,579</b>	<b>19,586,487</b>	<b>5,095,908</b>	<b>35.2%</b>

Budget Object Group: 2. OPERATING

Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						

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State of Vermont

FY2024 Governor's Recommended Budget: Detail Report

Organization: 07 - Commerce and Community Development

Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Other Equipment	522400	11,993	2,600	2,600	2,618	18	0.7%
Office Equipment	522410	570	0	0	0	0	0.0%
Furniture & Fixtures	522700	22,334	2,200	2,200	2,206	6	0.3%
<b>Total: Equipment</b>		<b>34,898</b>	<b>4,800</b>	<b>4,800</b>	<b>4,824</b>	<b>24</b>	<b>0.5%</b>

IT/Telecom Services and Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Software-License-ApplicaSupprt	516551	25,597	0	0	0	0	0.0%
Software-License-Servers	516557	0	13,888	13,888	17,077	3,189	23.0%
Software-License-DeskLaptop PC	516559	0	0	0	0	0	0.0%
Software-License-Voice Network	516560	0	0	0	0	0	0.0%
Communications	516600	0	0	0	0	0	0.0%
ADS VOIP Expense	516605	3,278	8,536	8,536	8,536	0	0.0%
Telecom-Mobile Wireless Data	516623	7,766	15,020	15,020	15,342	322	2.1%
Tele-Internet-Dsl-Cable Modem	516626	0	0	0	0	0	0.0%
Telecom-Telephone Services	516652	0	0	0	0	0	0.0%
Telecom-Long Distance Service	516655	0	0	0	0	0	0.0%
Telecom-Toll Free Phone Serv	516657	576	100	100	100	0	0.0%
Telecom-Conf Calling Services	516658	1,417	1,226	1,226	1,226	0	0.0%
Telecom-Wireless Phone Service	516659	40,605	28,569	28,569	29,916	1,347	4.7%
ADS Enterp App Supp SOV Emp Exp	516660	129,560	176,208	176,208	179,700	3,492	2.0%
ADS App Support SOV Emp Exp	516661	0	0	0	0	0	0.0%
ADS End User Computing Exp.	516662	287,414	342,563	342,563	342,563	0	0.0%

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Organization: 07 - Commerce and Community Development

IT/Telecom Services and Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
ADS EA SOV Employee Expense	516667	13,750	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	88,342	108,296	108,296	138,378	30,082	27.8%
ADS Centrex Exp.	516672	12,628	17,966	17,966	18,432	466	2.6%
ADS PM SOV Employee Expense	516683	64,508	0	0	0	0	0.0%
ADS Allocation Exp.	516685	97,940	101,290	101,290	107,740	6,450	6.4%
ADS App Development Contracts	516694	308,396	0	0	0	0	0.0%
Software as a Service	519085	22,596	9,600	9,600	25,634	16,034	167.0%
Hw - Computer Peripherals	522201	12,512	2,500	2,500	2,500	0	0.0%
Hardware - Desktop & Laptop Pc	522216	45,013	50,471	50,471	51,845	1,374	2.7%
Hw - Printers,Copiers,Scanners	522217	0	0	0	0	0	0.0%
Hw-Personal Mobile Devices	522258	9,949	6,486	6,486	6,516	30	0.5%
Hw-Video Conferencing	522260	2,114	0	0	0	0	0.0%
Software-Application Development	522283	0	0	0	0	0	0.0%
Software - Desktop	522286	0	144	144	148	4	2.8%
Software - Server	522289	0	0	0	0	0	0.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>1,173,963</b>	<b>882,863</b>	<b>882,863</b>	<b>945,653</b>	<b>62,790</b>	<b>7.1%</b>

IT Repair and Maintenance Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Repair & Maint - Office Tech	513010	878	8,270	8,270	8,288	18	0.2%
Software-Repair&Maint-Servers	513056	11,200	19,832	19,832	20,277	445	2.2%
Software-Repair&Maint-Desktop	513058	0	0	0	2,500	2,500	100.0%

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IT Repair and Maintenance Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
<b>Total: IT Repair and Maintenance Services</b>		12,078	28,102	28,102	31,065	2,963	10.5%

Other Operating Expenses		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Other Operating Expense	523199	0	250,000	250,000	0	(250,000)	-100.0%
Single Audit Allocation	523620	36,176	17,195	17,195	42,037	24,842	144.5%
Registration & Identification	523640	480	380	380	383	3	0.8%
Taxes	523660	0	9,225	9,225	9,225	0	0.0%
Bank Service Charges	524000	6,526	600	600	603	3	0.5%
Cost of Property Mgmt Services	525280	0	0	0	0	0	0.0%
Cost of Stock Items Sold	525290	118,619	75,000	75,000	75,000	0	0.0%
Penalties	551065	0	0	0	0	0	0.0%
Transfer Out	720000	1,500,000	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>1,661,801</b>	<b>352,400</b>	<b>352,400</b>	<b>127,248</b>	<b>(225,152)</b>	<b>-63.9%</b>

Other Rental		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Rental of Equipment & Vehicles	514500	0	0	0	0	0	0.0%
Rental - Auto	514550	5,527	10,200	10,200	10,260	60	0.6%

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Other Rental		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Rental - Other	515000	18,941	9,751	9,751	9,877	126	1.3%
<b>Total: Other Rental</b>		<b>24,468</b>	<b>19,951</b>	<b>19,951</b>	<b>20,137</b>	<b>186</b>	<b>0.9%</b>

Other Purchased Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	45,276	69,307	69,307	70,876	1,569	2.3%
Insurance - General Liability	516010	63,358	74,053	74,053	74,179	126	0.2%
Dues	516500	157,285	229,605	229,605	229,722	117	0.1%
Licenses	516550	447	0	0	0	0	0.0%
Advertising-Tv	516811	91,706	20,000	20,000	770,000	750,000	3,750.0%
Advertising-Radio	516812	45,605	15,000	15,000	65,000	50,000	333.3%
Advertising-Print	516813	110,636	97,150	97,150	197,150	100,000	102.9%
Advertising-Web	516814	2,306,348	11,497,354	11,497,354	6,798,369	(4,698,985)	-40.9%
Advertising-Other	516815	25,000	7,000	7,000	57,500	50,500	721.4%
Advertising - Out of Home	516817	292,450	0	0	750,000	750,000	100.0%
Advertising - Job Vacancies	516820	5,283	500	500	500	0	0.0%
Client Meetings	516855	99	4,200	4,200	4,200	0	0.0%
Trade Shows & Events	516870	163,523	337,746	337,746	291,725	(46,021)	-13.6%
Giveaways	516871	7,499	100	100	100	0	0.0%
Sponsorships	516872	75,354	34,500	34,500	47,500	13,000	37.7%
Photography	516875	56,633	34,477	34,477	30,445	(4,032)	-11.7%
Printing and Binding	517000	2,882	12,060	12,060	7,733	(4,327)	-35.9%
Printing & Binding-Bgs Copy Ct	517005	474	1,075	1,075	1,081	6	0.6%

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Organization: 07 - Commerce and Community Development

Other Purchased Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Printing-Promotional	517010	733	3,050	3,050	20,052	17,002	557.4%
Photocopying	517020	195	0	0	0	0	0.0%
Registration For Meetings&Conf	517100	28,591	27,010	27,010	27,152	142	0.5%
Training - Info Tech	517110	490	0	0	0	0	0.0%
Empl Train & Background Checks	517120	218	0	0	0	0	0.0%
Postage	517200	(1,160)	27,917	27,917	22,923	(4,994)	-17.9%
Postage - Bgs Postal Svcs Only	517205	9,178	2,372	2,372	2,399	27	1.1%
Freight & Express Mail	517300	15,634	23,078	23,078	23,078	0	0.0%
Instate Conf, Meetings, Etc	517400	100	1,100	1,100	1,100	0	0.0%
Outside Conf, Meetings, Etc	517500	0	125	125	129	4	3.2%
Other Purchased Services	519000	75,878	180,918	180,918	185,306	4,388	2.4%
Human Resources Services	519006	50,839	66,229	66,229	71,006	4,777	7.2%
Brochure Distribution	519030	2,769	6,500	6,500	6,500	0	0.0%
Moving State Agencies	519040	1,057	1,000	1,000	1,000	0	0.0%
<b>Total: Other Purchased Services</b>		<b>3,634,381</b>	<b>12,773,426</b>	<b>12,773,426</b>	<b>9,756,725</b>	<b>(3,016,701)</b>	<b>-23.6%</b>

Property and Maintenance		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Water/Sewer	510000	10,178	13,000	13,000	13,252	252	1.9%
Disposal	510200	40	0	0	0	0	0.0%
Rubbish Removal	510210	10,439	6,000	6,000	6,180	180	3.0%
Snow Removal	510300	14,939	28,613	28,613	29,471	858	3.0%
Custodial	510400	8,737	21,800	21,800	22,454	654	3.0%

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Property and Maintenance		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Other Property Mgmt Services	510500	5,176	240	240	247	7	2.9%
Lawn Maintenance	510520	48,440	74,000	74,000	76,220	2,220	3.0%
Repair & Maint - Buildings	512000	19,417	0	0	0	0	0.0%
Plumbing & Heating Systems	512010	13,041	7,000	7,000	9,000	2,000	28.6%
Other Repair & Maint Serv	513200	1,625	0	0	0	0	0.0%
Repair&Maint-Property/Grounds	513210	0	0	0	10,000	10,000	100.0%
<b>Total: Property and Maintenance</b>		<b>132,032</b>	<b>150,653</b>	<b>150,653</b>	<b>166,824</b>	<b>16,171</b>	<b>10.7%</b>

Property Rental		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Rent Land & Bldgs-Office Space	514000	251,562	274,114	274,114	274,114	0	0.0%
Rent Land&Bldgs-Non-Office	514010	15,903	8,370	8,370	8,396	26	0.3%
<b>Total: Property Rental</b>		<b>267,465</b>	<b>282,484</b>	<b>282,484</b>	<b>282,510</b>	<b>26</b>	<b>0.0%</b>

Supplies		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Office Supplies	520000	6,155	10,237	10,237	10,297	60	0.6%
Stationary & Envelopes	520015	0	0	0	0	0	0.0%
Vehicle & Equip Supplies&Fuel	520100	106	0	0	0	0	0.0%

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Supplies		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Gasoline	520110	2,243	7,226	7,226	7,318	92	1.3%
Diesel	520120	0	300	300	309	9	3.0%
Building Maintenance Supplies	520200	3,066	0	0	0	0	0.0%
Plumbing, Heating & Vent	520210	0	500	500	515	15	3.0%
Heating & Ventilation	520211	0	0	0	0	0	0.0%
Small Tools	520220	67	0	0	0	0	0.0%
Electrical Supplies	520230	198	0	0	0	0	0.0%
Other General Supplies	520500	5,269	3,237	3,237	3,239	2	0.1%
It & Data Processing Supplies	520510	957	2,364	2,364	2,379	15	0.6%
Cloth & Clothing	520520	0	0	0	0	0	0.0%
Photo Supplies	520560	687	3,000	3,000	3,000	0	0.0%
Agric, Hort, Wildlife	520580	171	0	0	0	0	0.0%
Fire, Protection & Safety	520590	0	2,400	2,400	2,436	36	1.5%
Public Service Recog Wk Food	520601	134	0	0	0	0	0.0%
Public Service Recog Wk Other	520610	21	0	0	0	0	0.0%
Food	520700	531	142	142	147	5	3.5%
Electricity	521100	34,025	31,100	31,100	32,860	1,760	5.7%
Heating Oil #2 - Uncut	521220	8,473	8,000	8,000	12,100	4,100	51.3%
Propane Gas	521320	11,323	6,700	6,700	7,102	402	6.0%
Books&Periodicals-Library/Educ	521500	365	600	600	613	13	2.2%
Subscriptions	521510	56,953	91,287	91,287	94,726	3,439	3.8%
Subscriptions Other Info Serv	521515	5,636	0	0	0	0	0.0%
Other Books & Periodicals	521520	0	0	0	0	0	0.0%
Road Supplies and Materials	521600	0	0	0	0	0	0.0%
Household, Facility&Lab Suppl	521800	0	0	0	0	0	0.0%
Paper Products	521820	0	0	0	0	0	0.0%

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Organization: 07 - Commerce and Community Development

Supplies		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
<b>Total: Supplies</b>		<b>136,378</b>	<b>167,093</b>	<b>167,093</b>	<b>177,041</b>	<b>9,948</b>	<b>6.0%</b>

Travel		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	27,383	31,525	31,525	32,611	1,086	3.4%
Travel-Inst-Other Transp-Emp	518010	5,196	4,420	4,420	4,570	150	3.4%
Travel-Inst-Meals-Emp	518020	220	2,270	2,270	2,270	0	0.0%
Travel-Inst-Lodging-Emp	518030	2,470	4,050	4,050	4,050	0	0.0%
Travel-Inst-Incidentals-Emp	518040	129	1,050	1,050	1,050	0	0.0%
Travel-Inst-Auto Mileage-Nonemp	518300	3,166	19,120	19,120	19,522	402	2.1%
Travel-Inst-Other Trans-Nonemp	518310	1,559	100	100	100	0	0.0%
Travel-Inst-Meals-Nonemp	518320	948	325	325	325	0	0.0%
Travel-Inst-Lodging-Nonemp	518330	0	1,000	1,000	1,000	0	0.0%
Travel-Inst-Incidentals-Nonemp	518340	0	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	1,484	3,067	3,067	3,067	0	0.0%
Travel-Outst-Other Trans-Emp	518510	16,430	26,510	26,510	25,673	(837)	-3.2%
Travel-Outst-Meals-Emp	518520	4,029	9,593	9,593	9,593	0	0.0%
Travel-Outst-Lodging-Emp	518530	32,414	45,720	45,720	43,720	(2,000)	-4.4%
Travel-Outst-Incidentals-Emp	518540	1,898	6,860	6,860	6,860	0	0.0%
Travel-Outst-Other Trans-Nonemp	518710	870	2,000	2,000	2,000	0	0.0%
Travel-Outst-Meals-Nonemp	518720	181	0	0	0	0	0.0%
Travel-Outst-Lodging-Nonemp	518730	0	500	500	500	0	0.0%
Travel-Outst-Incidentals-Nonemp	518740	0	0	0	0	0	0.0%

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Travel		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Total: Travel		98,377	158,110	158,110	156,911	(1,199)	-0.8%
<b>Total: 2. OPERATING</b>		<b>7,175,840</b>	<b>14,819,882</b>	<b>14,819,882</b>	<b>11,668,938</b>	<b>(3,150,944)</b>	<b>-21.3%</b>

Budget Object Group: 3. GRANTS

Grants Rollup		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Grants To Municipalities	550000	8,570,201	13,311,221	13,311,221	12,191,498	(1,119,723)	-8.4%
Grants	550220	14,456,878	9,064,278	14,606,918	73,083,617	64,019,339	706.3%
Other Grants	550500	25,013,935	143,238,982	143,238,982	9,487,254	(133,751,728)	-93.4%
<b>Total: Grants Rollup</b>		<b>48,041,014</b>	<b>165,614,481</b>	<b>171,157,121</b>	<b>94,762,369</b>	<b>(70,852,112)</b>	<b>-42.8%</b>
<b>Total: 3. GRANTS</b>		<b>48,041,014</b>	<b>165,614,481</b>	<b>171,157,121</b>	<b>94,762,369</b>	<b>(70,852,112)</b>	<b>-42.8%</b>
<b>Total Expenditures</b>		<b>85,051,824</b>	<b>194,924,942</b>	<b>200,467,582</b>	<b>126,017,794</b>	<b>(68,907,148)</b>	<b>-35.4%</b>

Fund Name	Fund Code	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
General Fund	10000	23,681,617	39,401,328	44,401,328	83,854,262	44,452,934	112.8%
Misc Fines & Penalties	21054	3,180	183,391	183,391	183,391	0	0.0%

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Fund Name	Fund Code	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Captive Insurance Reg & Suprv	21085	550,954	530,350	530,350	531,421	1,071	0.2%
Historic Sites Special Fund	21325	293,590	450,000	450,000	324,105	(125,895)	-28.0%
Municipal & Regional Planning	21330	3,368,128	4,903,897	5,446,537	3,381,899	(1,521,998)	-31.0%
Better Places Fund	21332	632,040	675,000	675,000	675,000	0	0.0%
Inter-Unit Transfers Fund	21500	1,211,294	5,532,656	5,532,656	5,062,973	(469,683)	-8.5%
FEMA IDT Fund	21501	17,765,092	0	0	0	0	0.0%
Conference Fees & Donations	21525	152	20,000	20,000	20,000	0	0.0%
Downtown Trans & Capital Impro	21575	541,644	523,966	523,966	391,182	(132,784)	-25.3%
ACCD-Mobile Home Park Laws	21819	79,820	81,756	81,756	144,134	62,378	76.3%
ACCD-Miscellaneous Receipts	21820	54,370	165,876	165,876	116,263	(49,613)	-29.9%
Windham County Development Fund	21898	261,361	2,250,000	2,250,000	0	(2,250,000)	-100.0%
Archeology Operations	21918	2,483	76,080	76,080	76,080	0	0.0%
EB-5 Special Fund	21919	28,159	50,000	50,000	10,000	(40,000)	-80.0%
Clean Water Fund	21932	60,000	200,000	200,000	200,000	0	0.0%
Federal Revenue Fund	22005	11,454,096	29,788,474	29,788,474	27,747,388	(2,041,086)	-6.9%
ARPA Homeowner Assistance Fd	22042	18,118,399	49,908,211	49,908,211	2,035,514	(47,872,697)	-95.9%
Emergency Rental Assist - ERA2	22044	0	0	0	764,182	764,182	100.0%
Coronavirus Relief Fund	22045	125,463	0	0	0	0	0.0%
Emergency Rental Assist - ERA1	22046	706,953	2,833,957	2,833,957	0	(2,833,957)	-100.0%
ARPA State Fiscal Recovery Fund	22047	5,953,945	56,750,000	56,750,000	0	(56,750,000)	-100.0%
DHCD-CDBG Program Income Fund	22060	159,084	600,000	600,000	500,000	(100,000)	-16.7%
<b>Funds Total</b>		<b>85,051,824</b>	<b>194,924,942</b>	<b>200,467,582</b>	<b>126,017,794</b>	<b>(68,907,148)</b>	<b>-35.4%</b>

Position Count	88
FTE Total	88.00

**Agency of Commerce and Community Development FY 2024 Request  
Grant Itemization Form**

<b>DEPARTMENT - Administration</b>										
Appropriation Name	Grant Title	Grantee	FY 23 As Passed	Incr(Decr)	FY 24 Request	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Administration	VT Sustainable Jobs Fund	VT Sustainable Jobs Fund	225,000	0	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	175,500	0	175,500	0	0	175,500	0	Supports VT Outdoor Recreation Program
<b>TOTAL Grants FY23</b>			<b>539,820</b>	<b>0</b>	<b>539,820</b>	<b>364,320</b>	<b>0</b>	<b>175,500</b>	<b>0</b>	
<b>DEPARTMENT - Housing and Community Development</b>										
Appropriation Name	Grant Title	Grantee	FY 23 As Passed	Incr(Decr)	FY 23 Request	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Housing & Community	Mobile Home Park Program	Mediators	4,000	0	4,000	0	4,000	0	0	Pays for mediation fees.
Development	HOME Investment Partnership	VT Housing Conserv Board	255,783	0	255,783	0	0	255,783	0	Pass-thru to support admin costs under the HOME program.
	First Stop Grant	CVOEO	80,000	0	80,000	80,000	0	0	0	Mobile Home Park client assistance.
	Vermont Housing Investment Program	Various entities	1,000,000	(1,000,000)	0	0	0	0	0	Supports housing initiatives.
	Certified Local Government	Municipalities	77,466	0	77,466	0	0	77,466	0	Supports historic bldgs re: planning, surveying & documentation.
	Preservation Trust of Vermont	Preservation Trust of VT	8,000	0	8,000	0	0	8,000	0	Supports Energy Efficiency for Historic Buildings
	Municipal Planning Assistance	Municipalities	457,482	0	457,482	0	457,482	0	0	Supports individual town planning efforts.
	RPC Block Grants	Various entities	4,446,415	(1,521,998)	2,924,417	0	2,924,417	0	0	Supports individual town planning efforts.
	VHCB Disaster Recovery Buyouts	VT Housing Conserv Board	149,376	(49,613)	99,763	0	99,763	0	0	Supports disaster recovery buyouts not covered by FEMA.
	HP Barn Grant Mitigation Awards	Various entities	20,250	0	20,250	0	20,250	0	0	Supports Windham County Barn Grants
	VW Mitigation Funds	Various entities	2,117,120	0	2,117,120	0	0	0	2,117,120	Supports electric vehicle supply equipment program via ANR
	Better Connections/Clean Water	Municipalities	60,000	0	60,000	0	60,000	0	0	Pass-through to Vtrans supporting Better Connections Program
	Downtown Stormwater Project Planning-Clean Wa	Municipalities	140,000	0	140,000	0	140,000	0	0	Grants to Municipalities supporting Downtown Clean Water efforts
	Downtown Grants	Municipalities	391,182	0	391,182	0	391,182	0	0	Supports Transportation & Capital Improvements in VT Downtowns
	Community Develop. Block Grant-Cares Act	Various entities	5,000,000	(2,000,000)	3,000,000	0	0	3,000,000	0	Supports COVID recovery for housing & economic development
	Recovery Housing Program	Various entities	1,421,079	(566,257)	854,822	0	0	854,822	0	Supports COVID recovery for housing & economic development
	CDBG Program Income	Municipalities	600,000	(100,000)	500,000	0	0	500,000	0	Planning, housing and economic dev projects -Consolidated Plan.
	Community Develop. Block Grant	Municipalities	7,113,739	134,315	7,248,054	0	0	7,248,054	0	Planning, housing and economic dev projects -Consolidated Plan.
	Better Places	Various entities	675,000	0	675,000	0	675,000	0	0	Supports public space improvements and programming
	Strengthening Communities and Downtowns	Various entities	0	800,000	800,000	800,000	0	0	0	Supports public space improvements and programming
	Emergency Rental Assistance Program	Various entities	2,700,000	(2,174,334)	525,666	0	0	525,666	0	Assists households with rent & utility payments due to the pandemic
	Homeowner Assitance Fund	Vermont Housing Finance Agency	49,796,620	(47,796,620)	2,000,000	0	0	2,000,000	0	Supports COVID recovery for Homeowners
<b>TOTAL Grants FY23</b>			<b>76,513,512</b>	<b>(54,274,507)</b>	<b>22,239,005</b>	<b>880,000</b>	<b>4,772,094</b>	<b>14,469,791</b>	<b>2,117,120</b>	
<b>DEPARTMENT - Economic Development</b>										
Appropriation Name	Grant Title	Grantee	FY 23 As Passed	Incr(Decr)	FY 24 Request	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Economic Development	VT Employee Ownership Center	VEOC	69,660	3,483	73,143	73,143	0	0	0	Pass-thru to support program.
	Small Business Dev Ctr - Bus Support	SBDC	357,400	31,489	388,889	388,889	0	0	0	Pass-thru supports small business development efforts.
	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	200,000	1,466,104	1,466,104	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	2,250,000	(2,250,000)	0	0	0	0	0	Windham Region Economic Response to VY Closing.
	Newport Economic Development	Various entities	1,705,500	(645,500)	1,060,000	0	60,000	0	1,000,000	EB-5 Settlement for Newport Economic Development
	EPA - Revolving Loan Fund - Brownfield	Various entities	1,367,000	0	1,367,000	0	0	1,367,000	0	Used to mitigate Brownfield clean up costs
	NBRC Capacity Grants	Various entities	120,000	391,667	511,667	0	0	511,667	0	Pass-thru to broaden economic development and technical assistance resources
	SBA - STEP International Trade	Various entities	94,744	84,258	159,000	0	0	159,000	0	Technical assistance to increase exportation of VT products.
<b>TOTAL Grants FY23</b>			<b>8,638,149</b>	<b>(2,204,605)</b>	<b>6,433,544</b>	<b>3,335,877</b>	<b>60,000</b>	<b>2,037,667</b>	<b>1,000,000</b>	
<b>DEPARTMENT - Tourism and Marketing</b>										
Appropriation Name	Grant Title	Grantee	FY 23 As Passed	Incr(Decr)	FY 24 Request	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Tourism & Marketing	Competitive Marketing Capacity Grants	various	50,000	600,000	650,000	650,000	0	0	0	Competitive Marketing grants to market Vermont.
<b>TOTAL Grants FY23</b>			<b>50,000</b>	<b>600,000</b>	<b>650,000</b>	<b>650,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Agency Grants Request FY23</b>			<b>85,741,481</b>	<b>(55,879,112)</b>	<b>29,862,369</b>	<b>5,230,197</b>	<b>4,832,094</b>	<b>16,682,958</b>	<b>3,117,120</b>	

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**07-Commerce and Community Development**

Position Code	Classification	Classification Name	FTE	Count	Gross Salary	State Benefits	Federally Mandated	Total
670001	447800	Procurement Tech Serv Coord	1	1	70,304	40,624	5,379	116,307
670004	540004	Community Development Spec IV	1	1	81,910	51,512	6,266	139,688
670007	060000	Grants Management Analyst	1	1	81,619	51,430	6,245	139,294
670010	485600	Procur Tech Asst Counselor II	1	1	64,543	28,750	4,937	98,230
670013	089150	Financial Director III	1	1	86,694	24,614	6,632	117,940
670015	089280	Administrative Srvcs Mngr III	1	1	84,427	52,195	6,458	143,080
670020	060000	Grants Management Analyst	1	1	81,619	43,701	6,243	131,563
670022	540000	Community Development Spec III	1	1	72,675	48,998	5,560	127,233
670023	089060	Financial Administrator II	1	1	62,005	38,055	4,743	104,803
670024	140300	State Archeologist	1	1	79,269	43,062	6,064	128,395
670025	496610	ACCD Contracts & Grants Direct	1	1	92,768	54,464	7,097	154,329
670027	461000	Marketing Manager	1	1	67,974	29,684	5,200	102,858
670034	063000	Historic Sites Section Chief	1	1	64,854	40,316	4,961	110,131
670035	089230	Administrative Srvcs Cord II	1	1	51,293	36,605	3,924	91,822
670036	540100	Community Development Spec II	1	1	64,085	28,626	4,902	97,613
670037	071700	Downtown Program Manager	1	1	81,619	51,431	6,243	139,293
670040	547900	Planning & Outreach Manager	1	1	83,782	52,019	6,409	142,210
670044	478501	Senior Travel Marketing Spec	1	1	72,675	30,962	5,560	109,197
670045	089130	Financial Director I	1	1	104,062	49,981	7,961	162,004
670048	089080	Financial Manager I	1	1	81,619	43,701	6,243	131,563
670050	456700	Director of Grants Management	1	1	104,063	29,366	7,961	141,390
670051	072002	Director of Preservation	1	1	79,269	50,395	6,064	135,728
670052	314900	Benn Monum Hist Site Adm	1	1	78,749	42,921	6,024	127,694
670055	485600	Procur Tech Asst Counselor II	1	1	62,566	46,249	4,786	113,601
670061	478550	Travel Marketing Administrator	1	1	61,069	39,280	4,671	105,020
670064	478500	Travel Marketing Spec III	1	1	60,070	27,534	4,595	92,199

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Position Code	Classification	Classification Name	FTE	Count	Gross Salary	State Benefits	Federally Mandated	Total
670067	521800	Grants Specialist	1	1	62,566	28,213	4,786	95,565
670068	473300	Hist Res Spec Architecture	1	1	67,975	29,684	5,200	102,859
670074	464500	Procurement Tech Assist Ctr Dir	1	1	81,681	51,448	6,248	139,377
670075	554800	ACCD Digital Outreach Coord	1	1	58,136	37,313	4,447	99,896
670082	049100	Housing Program Coordinator	1	1	81,203	51,318	6,212	138,733
670083	076200	State Architectural Historian	1	1	77,106	50,203	5,898	133,207
670087	072400	Historic Sites Regional Admin	1	1	65,874	29,112	5,039	100,025
670088	072400	Historic Sites Regional Admin	1	1	85,925	36,574	6,573	129,072
670091	072000	Senior Hist Pres Review Coord	1	1	86,778	52,400	6,638	145,816
670093	469100	Economic Development Spec II	1	1	54,288	25,961	4,153	84,402
670095	548200	Community Plan & Policy Mgr	1	1	74,693	20,351	5,714	100,758
670096	089240	Administrative Svcs Cord III	1	1	80,954	43,521	6,193	130,668
670097	089050	Financial Administrator I	1	1	58,635	45,180	4,485	108,300
670099	072100	Tax Credit & Historic Grants	1	1	79,269	32,756	6,064	118,089
670113	073600	Economic Development Director	1	1	69,826	30,187	5,341	105,354
670117	486500	Bus Application Support Spec	1	1	61,069	38,111	4,671	103,851
670123	478501	Senior Travel Marketing Spec	1	1	61,630	38,264	4,715	104,609
670127	089130	Financial Director I	1	1	78,686	22,422	6,020	107,128
670128	073600	Economic Development Director	1	1	79,269	32,756	6,064	118,089
670142	472200	Dir of Comm Plan & Revital	1	1	98,280	56,128	7,518	161,926
670146	548200	Community Plan & Policy Mgr	1	1	77,105	21,861	5,899	104,865
670153	540300	Senior Economic Development Sp	1	1	65,874	29,112	5,039	100,025
670154	074200	Workforce Train Prog Dir	1	1	74,693	21,204	5,714	101,611
670156	049600	Grants Mng Spec Housing&Com De	1	1	60,071	37,539	4,595	102,205

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**07-Commerce and Community Development**

Position Code	Classification	Classification Name	FTE	Count	Gross Salary	State Benefits	Federally Mandated	Total
670158	485600	Procur Tech Asst Counselor II	1	1	68,224	19,445	5,219	92,888
670162	496600	Grant Programs Manager	1	1	69,826	48,223	5,341	123,390
670164	473301	Historic Res Spec Archeology	1	1	67,974	39,989	5,200	113,163
670165	469101	Economic Research Analyst	1	1	86,778	52,835	6,638	146,251
670167	485600	Procur Tech Asst Counselor II	1	1	74,297	31,404	5,684	111,385
670168	089240	Administrative Srvcs Cord III	1	1	54,288	37,424	4,153	95,865
670170	045005	Housing Division Director	1	1	84,426	33,736	6,459	124,621
670172	131400	Environmental Officer	1	1	64,854	28,834	4,962	98,650
670177	469100	Economic Development Spec II	1	1	56,410	26,538	4,315	87,263
670178	073650	Sr Economic Development Dir	1	1	87,152	52,937	6,667	146,756
670187	554802	Econ Devel Digital Market Spec	1	1	70,304	40,271	5,378	115,953
670189	496600	Grant Programs Manager	1	1	74,693	41,817	5,714	122,224
670190	089220	Administrative Srvcs Cord I	1	1	58,635	45,179	4,485	108,299
670191	049601	Grants Management Specialist	1	1	54,288	43,998	4,152	102,438
670192	049600	Grants Mng Spec Housing&Com De	1	1	56,410	16,230	4,315	76,955
670200	496605	ACCD Contracts & Grants Mrg	1	1	72,176	48,863	5,522	126,561
670203	089230	Administrative Srvcs Cord II	1	1	51,293	25,146	3,924	80,363
670205	540100	Community Development Spec II	1	1	64,085	38,932	4,902	107,919
670206	045004	Housing Program Administrator	1	1	63,399	28,440	4,850	96,689
670211	131401	ACCD Environmental Specialist	1	1	51,293	36,604	3,924	91,821
677001	90100A	Agency Secretary	1	1	166,893	74,906	11,274	253,073
677002	90120A	Commissioner	1	1	137,927	28,323	10,551	176,801
677003	90120A	Commissioner	1	1	130,258	64,881	9,965	205,104
677005	90120A	Commissioner	1	1	129,016	64,540	9,870	203,426

**State of Vermont**  
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**07-Commerce and Community Development**

Position Code	Classification	Classification Name	FTE	Count	Gross Salary	State Benefits	Federally Mandated	Total
677006	90570D	Deputy Commissioner	1	1	102,407	23,912	7,834	134,153
677007	96500D	Deputy Secretary	1	1	137,285	66,804	10,503	214,592
677011	95360E	Principal Assistant	1	1	92,466	54,536	7,074	154,076
677012	95871E	General Counsel II	1	1	127,087	45,014	9,722	181,823
677013	95010E	Executive Director	1	1	87,860	35,241	6,721	129,822
677014	94980E	Economic Progress Council Dir	1	1	94,416	54,598	7,223	156,237
677015	95230E	Historic Preservation Officer	1	1	101,100	38,358	7,734	147,192
677017	95870E	General Counsel I	1	1	98,529	48,467	7,538	154,534
677019	90571D	Deputy Commissioner	1	1	103,735	41,073	7,936	152,744
677022	95360E	Principal Assistant	1	1	92,466	54,536	7,074	154,076
677025	91590E	Private Secretary	1	1	83,147	44,257	6,361	133,765
677026	96170E	Chief Marketing Officer	1	1	95,701	47,692	7,321	150,714
677029	95250E	Executive Assistant	1	1	85,632	44,937	6,551	137,120
677032	95010E	Executive Director	1	1	110,205	59,392	8,431	178,028
<b>Total</b>			<b>88</b>	<b>88</b>	<b>7,024,103</b>	<b>3,566,405</b>	<b>535,841</b>	<b>11,126,349</b>

*Vermont Agency of Commerce and Community Development  
(ACCD) FY23*

The mission of the Agency of Commerce and Community Development is to help Vermonters improve their quality of life and build strong communities.

The Agency grows state revenues by managing 63 unique programs that provide technical assistance; awarding and administering tax credits, grants, and economic incentives; and marketing the state to tourists, entrepreneurs and potential residents. These activities and investments lead to new investments in our downtown and village centers, expanded job opportunities for Vermonters, more housing opportunities for families, and more visitor spending. ACCD is the income side of the state general ledger. Investments in ACCD result in income-generating activities that will put Vermont on solid financial footing in the future.

**Departments:**

The Agency is comprised of four Departments: the Department of Administration; the Department of Economic Development (DED); the Department of Housing and Community Development (DHCD); and the Department of Tourism and Marketing (VDTM).

**Administration**

Administration consists of the Office of the Agency Secretary, Deputy Secretary, Administrative Services, and Legal Counsel. Together they provide managerial direction, coordination, and support services to the agency.

**Economic Development**

The Department of Economic Development provides support for businesses and job creation by assisting with finance, permitting, foreign trade, workforce training and recruitment, business recruitment and expansion, government contracting, and captive insurance sales and marketing services. The Vermont Economic Progress Council is housed in the department for administrative purposes but operates under direction of a separate board. The department also funds and supports regional economic development efforts through the Regional Development Corporations and general business development and technical assistance through other partners.

**Housing and Community Development**

The Department of Housing and Community Development serves Vermont's regions, municipalities, housing development organizations, owners of older and historic buildings, and the visiting public through six principal functions: 1) administration of state and federal grant programs; 2) provision of technical assistance, including coordination of education and training for local land-use decision makers; 3) implementation of state and federal housing, planning, community development, and historic preservation policy, programs, and statutes; 4) management, maintenance, operation, and interpretation of the state-owned historic sites, with an ongoing

objective of increasing historic, educational, and economic value to Vermont citizens and tourists; 5) provision of funds that support local and regional planning efforts through the Municipal Planning Grants Program and Regional Planning Commissions; and 6) provision of matching funds to historic buildings owned by nonprofits or local governments, to historic barns, and to Certified Local Government municipalities for planning and education.

### **Tourism and Marketing**

The Department of Tourism and Marketing promotes Vermont as a travel destination to domestic and international visitors and expands awareness of the Vermont brand to potential residents as the ideal place to live, work, play and do business. The department employs a combination of owned (providing an engaging user experience on vermontvacation.com; email marketing; and social media), earned (facilitating positive press coverage and hosting press familiarization trips) and paid (seasonal advertising campaigns with digital, native content, print, and out-of-home components) media strategies to promote and position the state in target markets with collaborative support from the tourism industry. Through a reorganization of Agency marketing and communications staff, the department is also now able to support the delivery of creative services to agencies and departments enterprise-wide through the Chief Marketing Office, and to support recruitment marketing efforts to convert visitors to new residents through the Think Vermont economic development campaign and Stay to Stay Weekends initiative.

### **Pressures:**

COVID-19 has devastated Vermont's economy, and the impact is ongoing. Leaders at all levels have agreed that significant investment is, and will continue to be, needed to revive our economy. While ACCD has received a massive influx of federal and state funding for this purpose, the Agency's budget – and in particular, its staffing resources – may not be up to the task of responding to these needs.

If the State expects the Agency and the partners we fund to respond to these challenges, the following pressures should be addressed.

**Staffing:** When it comes to staffing levels, the Agency's "baseline" has, for many years, been inadequate to meet program needs. On top of this concerning status-quo, ACCD has also increased program offerings in several areas, with no corresponding increase in staffing.

- During the past six months, the Department of Economic Development has implemented six new programs. While the six limited-service positions granted during the last legislative session were very helpful, it will certainly be a challenge for the Department to continue its ongoing work, in addition to this new work, under current staffing levels.

- The Department of Economic Development is also driving forward with the implementation of the Economic Development Marketing Plan – an effort of utmost importance to grow the Vermont economy, and one that must be sustained over the long term if it is to be successful. Currently, the Department is relying on a limited-service position to direct this effort. It remains an open question how to continue to support this important initiative going forward.
- The Division of Historic Preservation has, for the last several fiscal years, had inadequate General Fund support for its authorized staff. Increases to existing programs in FY23 will require at least one classified position as limited-service positions end.
- And in the Department of Housing and Community Development, increased staffing will be essential to moving forward with one of the Governor’s key priorities, increasing affordable housing – which is a policy that will be a key underpinning of future economic growth, and something desperately needed by Vermont families of modest incomes.

**Program Resources:** Additional resources are necessary in several areas to allow ACCD programs – all direct drivers of economic growth – to be successful.

- One of the Department of Economic Development’s most visible successes has been the Worker Relocation Grant Program, which launched in August 2021. The program looks to expand Vermont’s declining working-age population and provide support to employers who are unable to fill positions, by offering incentives to people looking to relocate to Vermont. Thanks to strong media coverage, and further fueled by the pressures of the pandemic, DED saw a significant uptick in individual inquiries this year. At the same time, the Department has been flooded with contacts from businesses seeking to use the program as a tool to fill job openings across all industries and regions. Unfortunately, program funding will likely be exhausted in just 6 months. With increased funding, the program will be able to operate continuously, making it a more reliable and powerful tool for Vermont employers as they recruit front line workers in all industries, specifically the desperately needed healthcare sector, and get Vermont businesses operating back at full capacity.
- In the Department of Housing and Community Development, additional state funds above the required 2% state match can be necessary to ensure that we achieve program goals. Federal funding has fluctuated from year to year; however, the administrative requirements for grant monitoring and compliance continue to increase.
- The overall condition of our state-owned historic sites has been deteriorating over the last decade due to lack of funding and deferred maintenance. The total annual maintenance appropriation through the Capital Construction Bill is \$350,000.

However, the projected maintenance needs are estimated to be over \$1 million for the urgent and high-priority projects. In particular, the state's most visited monument – the Bennington Battle Monument – is in desperate need of major repairs over the next several years, especially as we approach the 250<sup>th</sup> Anniversary Commemoration of the American Revolution in Vermont in 2027.

- The Vermont Department of Tourism and Marketing has been similarly challenged in its efforts to promote the state as a tourist destination – an activity that brought in \$3 billion for the state in 2019 alone. And yet, Vermont continues to have the smallest tourism marketing budget in New England and the Northeast. The State has been losing market share for many years due to this competitive disadvantage with our closest competing markets, and we have even more ground to cover to reinvigorate travel as the nation recovers from the pandemic.

These issues and more are detailed in the individual Department reports that follow.

# Division of Administration

Lindsay Kurrle, Agency Secretary

Tayt Brooks, Deputy Secretary

FY 2024 Governor's Recommend	\$ 4,032,431
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**Fiscal Year 2024 Budget Development Form - Department of Administration**

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	Total \$\$	Related Strategic Plan Outcome
<b>Approp #1 ACCD ADMIN: FY 2023 Approp</b>	<b>3,406,417</b>	<b>0</b>	<b>351,000</b>	<b>114,989</b>	<b>3,872,406</b>	
<b>FY 2023 Other Changes</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Approp. After FY 2023 Other Changes</b>	<b>3,406,417</b>	<b>0</b>	<b>351,000</b>	<b>114,989</b>	<b>3,872,406</b>	
<b>Personal Services</b>						
Base Salaries	76,100				76,100	Structural Statewide Pressure
Retirement Rate	18,839				18,839	Structural Statewide Pressure
Fringe Benefits (non-retirement)	23,217				23,217	Structural Statewide Pressure
Increased Vacancy Savings	(17,584)				(17,584)	
<b>Grand Total Salary/Benefit base change</b>	<b>100,572</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,572</b>	Modernize and Improve Government
Internal Service Fee - Workers Comp	17,009				17,009	Structural Statewide Pressure
Contracted 3rd Party Services	-				-	
<b>Total Personal Services Change</b>	<b>117,581</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>117,581</b>	
<b>Operating</b>						
Internal Service Fees - base change (Insurances, VISION, ADS Allocated Fee)	39,392				39,392	Structural Statewide Pressure
EDA Federal Award: shift from advertising to contracting					-	
Net Operating changes: marketing	3,052				3,052	
<b>Total Operating Change</b>	<b>42,444</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>42,444</b>	
<b>Grants</b>						
<b>Total Grants Change</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Subtotal of Increases/Decreases</b>	<b>160,025</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>160,025</b>	
<b>FY 2024 Governor Recommend</b>	<b>3,566,442</b>	<b>0</b>	<b>351,000</b>	<b>114,989</b>	<b>4,032,431</b>	
	88%	0%	9%	3%	100	
<b>ACCD ADMIN FY 2023 Appropriation</b>	<b>3,406,417</b>	<b>0</b>	<b>351,000</b>	<b>114,989</b>	<b>3,872,406</b>	
<b>Reductions and Other Changes</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>FY 2023 Total After Other Changes</b>	<b>3,406,417</b>	<b>0</b>	<b>351,000</b>	<b>114,989</b>	<b>3,872,406</b>	
<b>TOTAL INCREASES/DECREASES</b>	<b>160,025</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>160,025</b>	
<b>ACCD ADMIN FY 2024 Governor Recommend</b>	<b>3,566,442</b>	<b>0</b>	<b>351,000</b>	<b>114,989</b>	<b>4,032,431</b>	

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State of Vermont

FY2024 Governor's Recommended Budget: Rollup Report

Organization: 710000000 - Agency of Commerce and Community Development Administration

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Salaries and Wages	1,338,232	1,332,245	1,332,245	1,379,871	47,626	3.6%
Fringe Benefits	680,315	775,996	775,996	845,951	69,955	9.0%
Contracted and 3rd Party Service	17,609,092	175,500	175,500	175,500	0	0.0%
PerDiem and Other Personal Services	681	108,982	108,982	108,982	0	0.0%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>19,628,321</b>	<b>2,392,723</b>	<b>2,392,723</b>	<b>2,510,304</b>	<b>117,581</b>	<b>4.9%</b>

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Equipment	17,737	2,000	2,000	2,000	0	0.0%
IT/Telecom Services and Equipment	367,922	519,678	519,678	554,190	34,512	6.6%
IT Repair and Maintenance Services	878	4,583	4,583	7,528	2,945	64.3%
Other Operating Expenses	1,444	2,340	2,340	2,340	0	0.0%
Other Rental	1,735	3,701	3,701	3,701	0	0.0%
Other Purchased Services	173,974	109,259	109,259	114,246	4,987	4.6%
Property and Maintenance	0	0	0	0	0	0.0%
Property Rental	267,115	281,404	281,404	281,404	0	0.0%
Supplies	3,391	7,113	7,113	7,113	0	0.0%
Travel	507	9,785	9,785	9,785	0	0.0%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>834,703</b>	<b>939,863</b>	<b>939,863</b>	<b>982,307</b>	<b>42,444</b>	<b>4.5%</b>

Budget Object Group: 3. GRANTS

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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Rollup Report**

**Organization: 710000000 - Agency of Commerce and Community Development Administration**

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Grants Rollup	466,181	539,820	539,820	539,820	0	0.0%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>466,181</b>	<b>539,820</b>	<b>539,820</b>	<b>539,820</b>		<b>0.0%</b>

<b>Total Expenditures</b>	<b>20,929,204</b>	<b>3,872,406</b>	<b>3,872,406</b>	<b>4,032,431</b>	<b>160,025</b>	<b>4.1%</b>
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Fund Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
General Funds	3,060,441	3,406,417	3,406,417	3,566,442	160,025	4.7%
Special Fund	0	0	0	0	0	0.0%
Coronavirus Relief Fund	0	0	0	0	0	0.0%
Federal Funds	213,996	351,000	351,000	351,000	0	0.0%
IDT Funds	17,654,767	114,989	114,989	114,989	0	0.0%
<b>Funds Total</b>	<b>20,929,204</b>	<b>3,872,406</b>	<b>3,872,406</b>	<b>4,032,431</b>	<b>160,025</b>	<b>4.1%</b>

Position Count	15
FTE Total	15

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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

Organization: 710000000 - Agency of Commerce and Community Development Administration

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

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Salaries and Wages</b>							
Description	Code						
Classified Employees	500000	1,332,265	766,709	766,709	784,492	17,783	2.3%
Exempt	500010	0	586,726	586,726	633,936	47,210	8.0%
Temporary Employees	500040	0	0	0	0	0	0.0%
Overtime	500060	5,967	0	0	217	217	100.0%
Vacancy Turnover Savings	508000	0	(21,190)	(21,190)	(38,774)	(17,584)	83.0%
<b>Total: Salaries and Wages</b>		<b>1,338,232</b>	<b>1,332,245</b>	<b>1,332,245</b>	<b>1,379,871</b>	<b>47,626</b>	<b>3.6%</b>

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Fringe Benefits</b>							
Description	Code						
FICA - Classified Employees	501000	98,205	58,655	58,655	60,012	1,357	2.3%
FICA - Exempt	501010	0	44,162	44,162	47,004	2,842	6.4%
Health Ins - Classified Empl	501500	245,912	190,637	190,637	195,824	5,187	2.7%
Health Ins - Exempt	501510	0	127,000	127,000	141,715	14,715	11.6%
Retirement - Classified Empl	502000	308,648	195,512	195,512	209,459	13,947	7.1%
Retirement - Exempt	502010	0	132,561	132,561	150,261	17,700	13.4%
Dental - Classified Employees	502500	14,590	8,530	8,530	8,530	0	0.0%
Dental - Exempt	502510	0	4,265	4,265	4,265	0	0.0%
Life Ins - Classified Empl	503000	5,846	3,842	3,842	3,620	(222)	-5.8%
Life Ins - Exempt	503010	0	2,940	2,940	3,176	236	8.0%

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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

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

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Fringe Benefits</b>							
Description	Code						
LTD - Classified Employees	503500	1,421	439	439	453	14	3.2%
LTD - Exempt	503510	0	985	985	1,065	80	8.1%
EAP - Classified Empl	504000	441	330	330	340	10	3.0%
EAP - Exempt	504010	0	165	165	170	5	3.0%
Workers Comp - Ins Premium	505200	5,251	5,973	5,973	20,057	14,084	235.8%
Unemployment Compensation	505500	0	0	0	0	0	0.0%
<b>Total: Fringe Benefits</b>		<b>680,315</b>	<b>775,996</b>	<b>775,996</b>	<b>845,951</b>	<b>69,955</b>	<b>9.0%</b>

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Contracted and 3rd Party Service</b>							
Description	Code						
IT Contracts - Application Development	507565	0	0	0	0	0	0.0%
IT Contracts - Application Support	507566	0	0	0	0	0	0.0%
Other Contr and 3Rd Pty Serv	507600	17,609,092	175,500	175,500	175,500	0	0.0%
Recording & Other Fees	507620	0	0	0	0	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>17,609,092</b>	<b>175,500</b>	<b>175,500</b>	<b>175,500</b>	<b>0</b>	<b>0.0%</b>

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>PerDiem and Other Personal Services</b>							
Description	Code						
Catamount Health Assessment	505700	681	0	0	0	0	0.0%

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Organization: 7100000000 - Agency of Commerce and Community Development Administration

PerDiem and Other Personal Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Per Diem	506000	0	0	0	0	0	0.0%
Other Pers Serv	506200	0	108,982	108,982	108,982	0	0.0%
Service of Papers	506240	0	0	0	0	0	0.0%
<b>Total: PerDiem and Other Personal Services</b>		<b>681</b>	<b>108,982</b>	<b>108,982</b>	<b>108,982</b>	<b>0</b>	<b>0.0%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>19,628,321</b>	<b>2,392,723</b>	<b>2,392,723</b>	<b>2,510,304</b>	<b>117,581</b>	<b>4.9%</b>

**Budget Object Group: 2. OPERATING**

Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Other Equipment	522400	0	0	0	0	0	0.0%
Furniture & Fixtures	522700	17,737	2,000	2,000	2,000	0	0.0%
<b>Total: Equipment</b>		<b>17,737</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>0.0%</b>

IT/Telecom Services and Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Software-License-Servers	516557	0	0	0	0	0	0.0%
Software-License-Voice Network	516560	0	0	0	0	0	0.0%

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

IT/Telecom Services and Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Communications	516600	0	0	0	0	0	0.0%
ADS VOIP Expense	516605	1,026	1,616	1,616	1,616	0	0.0%
Telecom-Mobile Wireless Data	516623	0	0	0	0	0	0.0%
Telecom-Telephone Services	516652	0	0	0	0	0	0.0%
Telecom-Conf Calling Services	516658	1,417	1,176	1,176	1,176	0	0.0%
Telecom-Wireless Phone Service	516659	6,655	5,885	5,885	5,885	0	0.0%
ADS Enterp App Supp SOV Emp Exp	516660	24,102	35,307	35,307	35,307	0	0.0%
ADS App Support SOV Emp Exp	516661	(9,114)	0	0	0	0	0.0%
ADS End User Computing Exp.	516662	220,189	342,563	342,563	342,563	0	0.0%
ADS EA SOV Employee Expense	516667	0	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	88,342	108,296	108,296	138,378	30,082	27.8%
ADS Centrex Exp.	516672	343	285	285	285	0	0.0%
ADS PM SOV Employee Expense	516683	2,728	0	0	0	0	0.0%
ADS Allocation Exp.	516685	15,915	16,537	16,537	20,967	4,430	26.8%
Software as a Service	519085	0	0	0	0	0	0.0%
Hw - Computer Peripherals	522201	4,329	2,500	2,500	2,500	0	0.0%
Hardware - Desktop & Laptop Pc	522216	5,417	5,013	5,013	5,013	0	0.0%
Hw - Printers,Copiers,Scanners	522217	0	0	0	0	0	0.0%
Hw-Personal Mobile Devices	522258	4,457	500	500	500	0	0.0%
Hw-Video Conferencing	522260	2,114	0	0	0	0	0.0%
Software-Application Development	522283	0	0	0	0	0	0.0%
Software - Desktop	522286	0	0	0	0	0	0.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>367,922</b>	<b>519,678</b>	<b>519,678</b>	<b>554,190</b>	<b>34,512</b>	<b>6.6%</b>

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FY2024 Governor's Recommended Budget: Detail Report

Organization: 7100000000 - Agency of Commerce and Community Development Administration

IT Repair and Maintenance Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Repair & Maint - Office Tech	513010	878	3,370	3,370	3,370	0	0.0%
Software-Repair&Maint-Servers	513056	0	1,213	1,213	1,658	445	36.7%
Software-Repair&Maint-Desktop	513058	0	0	0	2,500	2,500	100.0%
<b>Total: IT Repair and Maintenance Services</b>		<b>878</b>	<b>4,583</b>	<b>4,583</b>	<b>7,528</b>	<b>2,945</b>	<b>64.3%</b>

Other Operating Expenses		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Single Audit Allocation	523620	994	2,200	2,200	2,200	0	0.0%
Registration & Identification	523640	450	140	140	140	0	0.0%
Taxes	523660	0	0	0	0	0	0.0%
Bank Service Charges	524000	0	0	0	0	0	0.0%
Cost of Property Mgmt Services	525280	0	0	0	0	0	0.0%
Cost of Stock Items Sold	525290	0	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>1,444</b>	<b>2,340</b>	<b>2,340</b>	<b>2,340</b>	<b>0</b>	<b>0.0%</b>

Other Rental		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Rental of Equipment & Vehicles	514500	0	0	0	0	0	0.0%
Rental - Auto	514550	696	2,650	2,650	2,650	0	0.0%

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FY2024 Governor's Recommended Budget: Detail Report

Organization: 7100000000 - Agency of Commerce and Community Development Administration

Other Rental		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Rental - Other	515000	1,039	1,051	1,051	1,051	0	0.0%
<b>Total: Other Rental</b>		<b>1,735</b>	<b>3,701</b>	<b>3,701</b>	<b>3,701</b>	<b>0</b>	<b>0.0%</b>

Other Purchased Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	7,357	13,861	13,861	15,430	1,569	11.3%
Insurance - General Liability	516010	4,036	5,355	5,355	5,481	126	2.4%
Dues	516500	0	0	0	0	0	0.0%
Licenses	516550	447	0	0	0	0	0.0%
Advertising-Print	516813	0	0	0	0	0	0.0%
Advertising-Web	516814	100,000	0	0	0	0	0.0%
Advertising - Job Vacancies	516820	0	0	0	0	0	0.0%
Client Meetings	516855	0	500	500	500	0	0.0%
Trade Shows & Events	516870	0	0	0	0	0	0.0%
Giveaways	516871	0	100	100	100	0	0.0%
Sponsorships	516872	7,000	8,000	8,000	8,000	0	0.0%
Photography	516875	0	0	0	0	0	0.0%
Printing and Binding	517000	62	100	100	100	0	0.0%
Printing & Binding-Bgs Copy Ct	517005	3	50	50	50	0	0.0%
Printing-Promotional	517010	0	0	0	0	0	0.0%
Photocopying	517020	0	0	0	0	0	0.0%
Registration For Meetings&Conf	517100	1,472	2,900	2,900	2,900	0	0.0%
Training - Info Tech	517110	0	0	0	0	0	0.0%

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

<b>Other Purchased Services</b>		<b>FY2022 Actuals</b>	<b>FY2023 Original As Passed Budget</b>	<b>FY2023 Governor's BAA Recommended Budget</b>	<b>FY2024 Governor's Recommended Budget</b>	<b>Difference Between FY2024 Governor's Recommend and FY2023 As Passed</b>	<b>Percent Change FY2024 Governor's Recommend and FY2023 As Passed</b>
<b>Description</b>	<b>Code</b>						
Postage	517200	0	10	10	10	0	0.0%
Postage - Bgs Postal Svcs Only	517205	40	159	159	159	0	0.0%
Freight & Express Mail	517300	0	100	100	100	0	0.0%
Instate Conf, Meetings, Etc	517400	0	500	500	500	0	0.0%
Outside Conf, Meetings, Etc	517500	0	0	0	0	0	0.0%
Other Purchased Services	519000	2,718	10,395	10,395	10,502	107	1.0%
Human Resources Services	519006	50,839	66,229	66,229	69,414	3,185	4.8%
Moving State Agencies	519040	0	1,000	1,000	1,000	0	0.0%
<b>Total: Other Purchased Services</b>		<b>173,974</b>	<b>109,259</b>	<b>109,259</b>	<b>114,246</b>	<b>4,987</b>	<b>4.6%</b>

<b>Property and Maintenance</b>					<b>FY2024 Governor's Recommended Budget</b>	<b>Difference Between FY2024 Governor's Recommend and As Passed</b>	<b>Percent Change FY2024 Governor's Recommend and As Passed</b>
<b>Description</b>	<b>Code</b>						
Water/Sewer	510000	0	0	0	0	0	0.0%
Disposal	510200	0	0	0	0	0	0.0%
Rubbish Removal	510210	0	0	0	0	0	0.0%
Snow Removal	510300	0	0	0	0	0	0.0%
Custodial	510400	0	0	0	0	0	0.0%
Other Property Mgmt Services	510500	0	0	0	0	0	0.0%
Lawn Maintenance	510520	0	0	0	0	0	0.0%
Repair & Maint - Buildings	512000	0	0	0	0	0	0.0%
Plumbing & Heating Systems	512010	0	0	0	0	0	0.0%
Other Repair & Maint Serv	513200	0	0	0	0	0	0.0%

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Organization: 7100000000 - Agency of Commerce and Community Development Administration

Property and Maintenance					FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and As Passed	Percent Change FY2024 Governor's Recommend and As Passed
Description	Code						
<b>Total: Property and Maintenance</b>		0	0	0	0	0	0.0%

Property Rental		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Rent Land & Bldgs-Office Space	514000	251,562	274,114	274,114	274,114	0	0.0%
Rent Land&Bldgs-Non-Office	514010	15,553	7,290	7,290	7,290	0	0.0%
<b>Total: Property Rental</b>		<b>267,115</b>	<b>281,404</b>	<b>281,404</b>	<b>281,404</b>	<b>0</b>	<b>0.0%</b>

Supplies		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Office Supplies	520000	966	3,376	3,376	3,376	0	0.0%
Vehicle & Equip Supplies&Fuel	520100	0	0	0	0	0	0.0%
Gasoline	520110	0	1,000	1,000	1,000	0	0.0%
Diesel	520120	0	0	0	0	0	0.0%
Building Maintenance Supplies	520200	0	0	0	0	0	0.0%
Plumbing, Heating & Vent	520210	0	0	0	0	0	0.0%
Heating & Ventilation	520211	0	0	0	0	0	0.0%
Small Tools	520220	0	0	0	0	0	0.0%
Electrical Supplies	520230	0	0	0	0	0	0.0%

Report ID: VTPB-07\_GOV REC  
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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

Organization: 7100000000 - Agency of Commerce and Community Development Administration

<b>Supplies</b>		<b>FY2022 Actuals</b>	<b>FY2023 Original As Passed Budget</b>	<b>FY2023 Governor's BAA Recommended Budget</b>	<b>FY2024 Governor's Recommended Budget</b>	<b>Difference Between FY2024 Governor's Recommend and FY2023 As Passed</b>	<b>Percent Change FY2024 Governor's Recommend and FY2023 As Passed</b>
<b>Description</b>	<b>Code</b>						
Other General Supplies	520500	1,433	1,300	1,300	1,300	0	0.0%
It & Data Processing Supplies	520510	124	1,164	1,164	1,164	0	0.0%
Agric, Hort, Wildlife	520580	0	0	0	0	0	0.0%
Fire, Protection & Safety	520590	0	0	0	0	0	0.0%
Public Service Recog Wk Food	520601	0	0	0	0	0	0.0%
Public Service Recog Wk Other	520610	0	0	0	0	0	0.0%
Food	520700	0	0	0	0	0	0.0%
Electricity	521100	0	0	0	0	0	0.0%
Heating Oil #2 - Uncut	521220	0	0	0	0	0	0.0%
Propane Gas	521320	0	0	0	0	0	0.0%
Books&Periodicals-Library/Educ	521500	85	200	200	200	0	0.0%
Subscriptions	521510	349	73	73	73	0	0.0%
Subscriptions Other Info Serv	521515	434	0	0	0	0	0.0%
Household, Facility&Lab Suppl	521800	0	0	0	0	0	0.0%
<b>Total: Supplies</b>		<b>3,391</b>	<b>7,113</b>	<b>7,113</b>	<b>7,113</b>	<b>0</b>	<b>0.0%</b>

<b>Travel</b>		<b>FY2022 Actuals</b>	<b>FY2023 Original As Passed Budget</b>	<b>FY2023 Governor's BAA Recommended Budget</b>	<b>FY2024 Governor's Recommended Budget</b>	<b>Difference Between FY2024 Governor's Recommend and FY2023 As Passed</b>	<b>Percent Change FY2024 Governor's Recommend and FY2023 As Passed</b>
<b>Description</b>	<b>Code</b>						
Travel-Inst-Auto Mileage-Emp	518000	0	2,500	2,500	2,500	0	0.0%
Travel-Inst-Other Transp-Emp	518010	0	0	0	0	0	0.0%
Travel-Inst-Meals-Emp	518020	0	1,920	1,920	1,920	0	0.0%
Travel-Inst-Lodging-Emp	518030	0	1,000	1,000	1,000	0	0.0%
Travel-Inst-Incidentals-Emp	518040	0	200	200	200	0	0.0%

Report ID: VTPB-07\_GOV REC  
 Run Date: 01/17/2023  
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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

Organization: 7100000000 - Agency of Commerce and Community Development Administration

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Travel</b>							
Description	Code						
Travel-Inst-Auto Mileage-Nonemp	518300	0	0	0	0	0	0.0%
Travel-Inst-Meals-Nonemp	518320	0	175	175	175	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	0	397	397	397	0	0.0%
Travel-Outst-Other Trans-Emp	518510	0	2,000	2,000	2,000	0	0.0%
Travel-Outst-Meals-Emp	518520	0	393	393	393	0	0.0%
Travel-Outst-Lodging-Emp	518530	507	1,000	1,000	1,000	0	0.0%
Travel-Outst-Incidentals-Emp	518540	0	200	200	200	0	0.0%
<b>Total: Travel</b>		<b>507</b>	<b>9,785</b>	<b>9,785</b>	<b>9,785</b>	<b>0</b>	<b>0.0%</b>
<b>Total: 2. OPERATING</b>		<b>834,703</b>	<b>939,863</b>	<b>939,863</b>	<b>982,307</b>	<b>42,444</b>	<b>4.5%</b>

**Budget Object Group: 3. GRANTS**

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Grants Rollup</b>							
Description	Code						
Grants To Municipalities	550000	0	0	0	0	0	0.0%
Grants	550220	0	0	0	0	0	0.0%
Other Grants	550500	466,181	539,820	539,820	539,820	0	0.0%
<b>Total: Grants Rollup</b>		<b>466,181</b>	<b>539,820</b>	<b>539,820</b>	<b>539,820</b>	<b>0</b>	<b>0.0%</b>
<b>Total: 3. GRANTS</b>		<b>466,181</b>	<b>539,820</b>	<b>539,820</b>	<b>539,820</b>	<b>0</b>	<b>0.0%</b>
<b>Total Expenditures</b>		<b>20,929,204</b>	<b>3,872,406</b>	<b>3,872,406</b>	<b>4,032,431</b>	<b>160,025</b>	<b>4.1%</b>

Report ID: VTPB-07\_GOV REC  
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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

Fund Name	Fund Code	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
General Fund	10000	3,060,441	3,406,417	3,406,417	3,566,442	160,025	4.7%
Misc Fines & Penalties	21054	0	0	0	0	0	0.0%
Historic Sites Special Fund	21325	0	0	0	0	0	0.0%
Municipal & Regional Planning	21330	0	0	0	0	0	0.0%
Better Places Fund	21332	0	0	0	0	0	0.0%
Inter-Unit Transfers Fund	21500	45,675	114,989	114,989	114,989	0	0.0%
FEMA IDT Fund	21501	17,609,092	0	0	0	0	0.0%
Conference Fees & Donations	21525	0	0	0	0	0	0.0%
Downtown Trans & Capital Impro	21575	0	0	0	0	0	0.0%
ACCD-Mobile Home Park Laws	21819	0	0	0	0	0	0.0%
ACCD-Miscellaneous Receipts	21820	0	0	0	0	0	0.0%
Archeology Operations	21918	0	0	0	0	0	0.0%
Clean Water Fund	21932	0	0	0	0	0	0.0%
Federal Revenue Fund	22005	213,996	351,000	351,000	351,000	0	0.0%
ARPA Homeowner Assistance Fd	22042	0	0	0	0	0	0.0%
Emergency Rental Assist - ERA2	22044	0	0	0	0	0	0.0%
Coronavirus Relief Fund	22045	0	0	0	0	0	0.0%
Emergency Rental Assist - ERA1	22046	0	0	0	0	0	0.0%
DHCD-CDBG Program Income Fund	22060	0	0	0	0	0	0.0%
<b>Funds Total</b>		<b>20,929,204</b>	<b>3,872,406</b>	<b>3,872,406</b>	<b>4,032,431</b>	<b>160,025</b>	<b>4.1%</b>
Position Count						15	
FTE Total						15.00	

Report ID: VTPB-28-GRANTS\_OUT

Run Date: 2/2/2023

Run Time: 3:45 PM

State of Vermont  
FY2024 Governor's Recommended Budget  
Grants Out Inventory Report



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

Budget Request Code	Fund	Justification	Budgeted Amount
12292	10000	UVM Data Center for Rural Studies	\$50,000
12292	10000	VT Council on Rural Development	\$89,320
12292	22005	VT Outdoor Recreation - FPR	\$175,500
12292	10000	VT Sustainable Jobs Fund	\$225,000
<b>Total</b>			<b>\$539,820</b>

Report ID:VTPB-23-IDT

Run Date: 2/2/2023

Run Time:4:36 PM

State of Vermont  
FY2024 Governor's Recommended Budget  
Interdepartmental Transfers Inventory Report



**710000000 - Agency of Commerce and Community Development Administration**

Budget Request Code	Fund	Justification	Budgeted Amount
13445	21500	BU 01100 AOA for ARPA Position	\$114,989
<b>Total</b>			<b>\$114,989</b>

Report ID: VTPB-24-FED\_RECEIPTS

Run Date: 2/2/2023

Run Time: 3:53 PM

State of Vermont  
FY2024 Governor's Recommended Budget  
Federal Receipts Inventory Report



**710000000 - Agency of Commerce and Community Development Administration**

Budget Request Code	Fund	Justification	Budgeted Amount
13446	22005	CFDA 90.601 Economic and Infrastructure Grant Program -Northern Border Regional Commision	\$351,000
<b>Total</b>			<b>\$351,000</b>

**ACCD Administration Contracts**

**FY 24 CONTRACT DETAIL**

<b>Name/Type</b>	<b>Account Code</b>	<b>FY 2024 Contracts</b>	<b>Federal Fund</b>
Agate Analysis & Development (Other Contracted & Third Party Services)	507600	175,500	175,500
<b>Total ACCD - Administration</b>		<b>175,500</b>	<b>175,500</b>

**ACCD -Administration Division  
General Fund Carry-forward Balances - June 30, 2022**

Source: VT\_APPROP\_DEPT\_SUM\_NW - Approp Summary Fund-Ldgr Cols

Approp Summary Dept-Ldgr Cols									
Unit	Account	Dept	Descr	Fund	Budget Amt	Encumb Amt	Expended Amt	Available Amt	
07100	000100	7100000000	Administration Division	10000	(4,030,148.80)	908,600.00	3,060,440.58	(61,108.22)	
07100	000100	7100891902	Workforce Development	10000	(304,921.73)	85,607.05	99,314.68	(120,000.00)	
								<b>General Fund Carry-forward Request</b>	<b>(181,108.22)</b>

7100000000 Administration 61,108.22

FY23 retirement leave payoff and double-fill cost for Financial Administrator I	38,732.22
Salesforce Migration Efforts	22,376.00
	61,108.22

7100891902 Workforce Development 120,000.00

Regional Marketing Grants 120,000.00

ACCD first issued an RFP to deploy these funds pre-Covid, but grants were not fully executed before the pandemic hit. As the state has worked to recover, these funds were held until the deployment of ARPA funds was established to avoid any duplication of effort, including a proposed one-time appropriation request in the Governor’s proposed FY23 budget to support a regional recruitment network. As this expenditure but was ultimately not funded, ACCD is now prepared to reissue the RFP for projects that fit the original legislative intent to support regional marketing and workforce recruitment initiatives that are needed now more than ever.

**Total General Fund Carry-forward Request 181,108.22**

DEPARTMENT NAME	Financial Info						
Programs	Financial Category	GF \$\$	Fed F \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions (if available)	\$ Amounts granted out (if available)
PROGRAM NAME							
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 2021 Actual expenditures	\$ 2,662,571.00	\$ 825,561.00	\$ -	\$ 3,488,132.00	13	\$ 396,291.00
	FY 2022 estimated expenditures (including requested budget adjustments)	\$ 3,150,156.00	\$ 391,000.00	\$ -	\$ -	14	\$ 579,820.00
	FY 2023 Budget Request for Governor's Recommendation	\$ 3,406,417.00	\$ 351,000.00	\$ 114,989.00	\$ 3,872,406.00	16	\$ 539,820.00
	FY 2024 Budget Request for Governor's Recommendation	\$ 3,566,442.00	\$ 351,000.00	\$ 114,989.00	\$ 4,032,431.00	15	\$ 539,820.00
<b>FY 2021 Actuals</b>		<b>\$ 2,662,571.00</b>	<b>\$ 825,561.00</b>	<b>\$ -</b>	<b>\$ 3,488,132.00</b>	<b>13</b>	<b>\$ 396,291.00</b>
<b>FY 2022 Estimated</b>		<b>\$ 3,150,156.00</b>	<b>\$ 391,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>14</b>	<b>\$ 579,820.00</b>
<b>FY 2023 Budget Request</b>		<b>\$ 3,406,417.00</b>	<b>\$ 351,000.00</b>	<b>\$ 114,989.00</b>	<b>\$ 3,872,406.00</b>	<b>16</b>	<b>\$ 539,820.00</b>
<b>FY 2024 Budget Request</b>		<b>\$ 3,566,442.00</b>	<b>\$ 351,000.00</b>	<b>\$ 114,989.00</b>	<b>\$ 4,032,431.00</b>	<b>15</b>	<b>\$ 539,820.00</b>

## *Department of Administration*

### **Department Mission Statement**

The mission of the Department of Administration is the oversight and coordination of agency efforts to implement programs, develop policy and meet statutory objectives.

### **Description of Appropriations, Divisions, & Programs**

The Department serves as the backbone of administrative and leadership services for the Agency. The Secretary's office provides policy leadership, direction and support to the Agency's three departments. The finance team develops and implements the entire Agency's budget, provides human resources support, liaises with the Agency of Digital Services, and manages multiple other administrative tasks such as space management. The legal services division provides general counsel services across department lines, manages the Agency's contract and grant processes, and ensures the Agency is complying with public records laws, open meeting laws, and annual legislative directives.

### **Pass through Grants:**

Additionally, the Department of Administration oversees several pass-through grants to agency partners, including the Vermont Sustainable Jobs Fund, the Vermont Council on Rural Development, and the UVM Center for Rural Studies State Data Center.

### **Appropriation Key Budget Issues**

The FY24 Department of Administration budget incorporates minor expense reductions to stay within the 3% maximum General Fund increase.

This budget proposal includes adding a Grants Program Manager position from the pool to handle the additional grants and contracts workload. This position will be funded by lowering our expenses in IT.

This budget also includes a shift of a financial position to the Administration division from the Vermont Department of Tourism and Marketing.

# Department of Housing and Community Development

Josh Hanford, Commissioner

Alex Farrell, Deputy Commissioner

FY 2024 Governor's Recommend	\$ 29,372,923
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Fiscal Year 2024 Budget Development Form - Department of Housing and Community Development

	General \$\$	Special \$\$	Federal \$\$	Interdept'l	Total \$\$	Related Strategic Plan Outcome
	Transfer \$\$					
<b>Approp #1 Department of Housing &amp; Community Development: FY 2023 Approp</b>	4,065,708	5,682,968	68,364,457	2,873,494	80,986,627	
<b>FY 2023 Other Changes Legislative Change</b>	0	1,521,998	0	0	1,521,998	
<b>Total Approp. After FY 2023 Other Changes</b>	4,065,708	7,204,966	68,364,457	2,873,494	82,508,625	
<b>PERSONAL SERVICES</b>						
Base Salaries	225,047	29,406	(72,495)	83,334	265,292	Structural Statewide Pressure
Fringe Benefits (non-retirement)	123,584	(16,858)	(17,659)	34,532	123,599	Structural Statewide Pressure
Retirement Rate	62,278	8,473	8,645	22,323	101,719	Structural Statewide Pressure
RFR Base Salaries	97,547	(72,850)	(4,681)	26,201	46,217	Structural Statewide Pressure
RFR Retirement Rate	29,447	(18,577)	(375)	7,021	17,516	Structural Statewide Pressure
Vacancy Savings	(3,280)				(3,280)	
<b>Total Salary/Benefit Base Change</b>	534,623	(70,406)	(86,565)	173,411	551,063	
<b>Other Personal Services</b>						
IT Contracts - Application Development & Support	510,370				510,370	Structural Statewide Pressure
Other Contractual & Third Party Services, Per Diem	22,747		24		22,771	Structural Statewide Pressure
					0	
					0	
Limited Service Positions	(62,255)		79,855		17,600	Build Safe and Healthy Communities
					0	
<b>Total Other Personal Services Change</b>	470,862	0	79,879	0	550,741	
Temporary Employees	2,124	5,918	802		8,844	Structural Statewide Pressure
Internal Service Fee - Workers Comp					0	
Unemployment Compensation & Catamount Health Assessment					0	
<b>Total Personal Services Change</b>	1,007,609	(64,488)	(5,884)	173,411	1,110,648	
<b>OPERATING</b>						
Internal Service Fees - base change (Insurances, VISION, ADS Allocated Fee)	3,280				3,280	
Net Operating changes: HS, utility expenses (phone, electricity, fuel)	155,346	(131,813)	(1,062)	2,406	24,877	Structural Statewide Pressure
<b>Total Operating Change</b>	158,626	(131,813)	(1,062)	2,406	28,157	
<b>GRANTS</b>						
Vermont Emergency Rental Assistance Program (ERAP)			(2,174,334)		(2,174,334)	Make Vermont More Affordable
Homeowner Assistance Fund (HAF)	(1,000,000)		(47,796,620)		(48,796,620)	Make Vermont More Affordable
VHCB Disaster Recovery Buyout Program		(49,613)			(49,613)	Build Safe and Healthy Communities
Community Development Block Grant Program Income			(100,000)		(100,000)	Build Safe and Healthy Communities
Community Development Block Grant Program			134,315		134,315	Build Safe and Healthy Communities
Regional Planning Commission Legislative Change SFY23		(1,521,998)			(1,521,998)	Build Safe and Healthy Communities
Community Development Block Grant Program-COVID Relief Program			(2,000,000)		(2,000,000)	Build Safe and Healthy Communities
Recovery Housing Program			(566,257)		(566,257)	Build Safe and Healthy Communities
Strengthening Communities and Downtowns	800,000				800,000	Build Safe and Healthy Communities
<b>Total Grants Change</b>	(200,000)	(1,571,611)	(52,502,896)	-	(54,274,507)	
					0	
<b>Subtotal of Increases/Decreases</b>	966,235	(1,767,912)	(52,509,842)	175,817	(53,135,702)	
<b>FY 2024 Governor Recommend</b>	5,031,943	5,437,054	15,854,615	3,049,311	29,372,923	
<b>Department of Housing &amp; Community Development FY 2023 Appropriation</b>	4,065,708	5,682,968	68,364,457	2,873,494	80,986,627	
<b>Reductions and Other Changes</b>	0	1,521,998	0	0	1,521,998	
<b>FY 2023 Total After Other Changes</b>	4,065,708	7,204,966	68,364,457	2,873,494	82,508,625	
<b>TOTAL INCREASES/DECREASES</b>	966,235	(1,767,912)	(52,509,842)	175,817	(53,135,702)	
<b>Department of Housing &amp; Community Development FY 2024 Governor Recommend</b>	5,031,943	5,437,054	15,854,615	3,049,311	29,372,923	

Report ID: VTPB-11\_GOV REC  
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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Rollup Report**

**Organization: 7110010000 - Housing and Community Development**

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

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Salaries and Wages	3,073,398	2,783,369	2,783,369	3,100,442	317,073	11.4%
Fringe Benefits	1,528,271	1,563,686	1,563,686	1,802,900	239,214	15.3%
Contracted and 3rd Party Service	20,667	154,753	154,753	687,623	532,870	344.3%
PerDiem and Other Personal Services	8,008	819,498	819,498	837,369	17,871	2.2%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>4,630,344</b>	<b>5,321,306</b>	<b>5,321,306</b>	<b>6,428,334</b>	<b>1,107,028</b>	<b>20.8%</b>

**Budget Object Group: 2. OPERATING**

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Equipment	14,211	800	800	824	24	3.0%
IT/Telecom Services and Equipment	166,179	136,522	136,522	143,043	6,521	4.8%
IT Repair and Maintenance Services	0	4,681	4,681	4,699	18	0.4%
Other Operating Expenses	132,216	95,300	95,300	95,618	318	0.3%
Other Rental	16,284	6,200	6,200	6,386	186	3.0%
Other Purchased Services	97,117	192,179	192,179	192,806	627	0.3%
Property and Maintenance	131,992	150,653	150,653	166,824	16,171	10.7%
Property Rental	175	880	880	906	26	3.0%
Supplies	67,623	57,947	57,947	64,495	6,548	11.3%
Travel	31,421	28,645	28,645	29,983	1,338	4.7%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>657,220</b>	<b>673,807</b>	<b>673,807</b>	<b>705,584</b>	<b>31,777</b>	<b>4.7%</b>

**Budget Object Group: 3. GRANTS**

Report ID: VTPB-07\_GOV REC  
 Run Date: 01/17/2023  
 Run Time: 09:42 AM

**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

Organization: 7110010000 - Housing and Community Development

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

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Salaries and Wages</b>							
Description	Code						
Classified Employees	500000	3,068,318	2,288,646	2,288,646	2,567,969	279,323	12.2%
Exempt	500010	0	400,108	400,108	432,294	32,186	8.0%
Temporary Employees	500040	0	236,034	236,034	244,878	8,844	3.7%
Overtime	500060	5,080	0	0	0	0	0.0%
Shift Differential	500070	0	0	0	0	0	0.0%
Vacancy Turnover Savings	508000	0	(141,419)	(141,419)	(144,699)	(3,280)	2.3%
<b>Total: Salaries and Wages</b>		<b>3,073,398</b>	<b>2,783,369</b>	<b>2,783,369</b>	<b>3,100,442</b>	<b>317,073</b>	<b>11.4%</b>

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Fringe Benefits</b>							
Description	Code						
FICA - Classified Employees	501000	226,990	175,087	175,087	196,444	21,357	12.2%
FICA - Exempt	501010	0	30,608	30,608	33,071	2,463	8.0%
Health Ins - Classified Empl	501500	530,289	530,080	530,080	632,843	102,763	19.4%
Health Ins - Exempt	501510	0	62,348	62,348	69,570	7,222	11.6%
Retirement - Classified Empl	502000	697,224	583,602	583,602	685,646	102,044	17.5%
Retirement - Exempt	502010	0	102,030	102,030	100,114	(1,916)	-1.9%
Dental - Classified Employees	502500	26,731	24,737	24,737	28,151	3,414	13.8%
Dental - Exempt	502510	0	4,266	4,266	4,265	(1)	0.0%
Life Ins - Classified Empl	503000	10,747	9,976	9,976	11,307	1,331	13.3%

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Organization: 7110010000 - Housing and Community Development

Fringe Benefits		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Life Ins - Exempt	503010	0	1,535	1,535	1,660	125	8.1%
LTD - Classified Employees	503500	858	315	315	534	219	69.5%
LTD - Exempt	503510	0	672	672	726	54	8.0%
EAP - Classified Empl	504000	1,206	1,055	1,055	1,191	136	12.9%
EAP - Exempt	504010	0	133	133	136	3	2.3%
Workers Comp - Ins Premium	505200	31,299	35,342	35,342	35,342	0	0.0%
Unemployment Compensation	505500	2,928	1,900	1,900	1,900	0	0.0%
<b>Total: Fringe Benefits</b>		<b>1,528,271</b>	<b>1,563,686</b>	<b>1,563,686</b>	<b>1,802,900</b>	<b>239,214</b>	<b>15.3%</b>

Contracted and 3rd Party Service		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
IT Contracts - Servers	507543	0	0	0	0	0	0.0%
Advertising/Marketing-Other	507563	0	0	0	0	0	0.0%
IT Contracts - Application Development	507565	3,649	10,000	10,000	10,000	0	0.0%
IT Contracts - Application Support	507566	0	18,112	18,112	528,482	510,370	2,817.9%
Other Contr and 3Rd Pty Serv	507600	17,018	126,641	126,641	149,141	22,500	17.8%
Recording & Other Fees	507620	0	0	0	0	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>20,667</b>	<b>154,753</b>	<b>154,753</b>	<b>687,623</b>	<b>532,870</b>	<b>344.3%</b>

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PerDiem and Other Personal Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Catamount Health Assessment	505700	3,302	1,500	1,500	1,500	0	0.0%
Per Diem	506000	4,650	9,030	9,030	9,301	271	3.0%
Other Pers Serv	506200	0	808,918	808,918	826,518	17,600	2.2%
Service of Papers	506240	56	50	50	50	0	0.0%
<b>Total: PerDiem and Other Personal Services</b>		<b>8,008</b>	<b>819,498</b>	<b>819,498</b>	<b>837,369</b>	<b>17,871</b>	<b>2.2%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>4,630,344</b>	<b>5,321,306</b>	<b>5,321,306</b>	<b>6,428,334</b>	<b>1,107,028</b>	<b>20.8%</b>

**Budget Object Group: 2. OPERATING**

Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Other Equipment	522400	11,860	600	600	618	18	3.0%
Furniture & Fixtures	522700	2,351	200	200	206	6	3.0%
<b>Total: Equipment</b>		<b>14,211</b>	<b>800</b>	<b>800</b>	<b>824</b>	<b>24</b>	<b>3.0%</b>

IT/Telecom Services and Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Software-License-Servers	516557	0	5,155	5,155	5,232	77	1.5%

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IT/Telecom Services and Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Software-License-Voice Network	516560	0	0	0	0	0	0.0%
Communications	516600	0	0	0	0	0	0.0%
ADS VOIP Expense	516605	1,616	0	0	0	0	0.0%
Telecom-Mobile Wireless Data	516623	1,630	7,120	7,120	7,442	322	4.5%
Tele-Internet-Dsl-Cable Modem	516626	0	0	0	0	0	0.0%
Telecom-Telephone Services	516652	0	0	0	0	0	0.0%
Telecom-Long Distance Service	516655	0	0	0	0	0	0.0%
Telecom-Conf Calling Services	516658	0	0	0	0	0	0.0%
Telecom-Wireless Phone Service	516659	14,138	3,670	3,670	3,817	147	4.0%
ADS Enterp App Supp SOV Emp Exp	516660	34,065	36,120	36,120	39,612	3,492	9.7%
ADS End User Computing Exp.	516662	32,088	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	0	0	0	0	0	0.0%
ADS Centrex Exp.	516672	12,285	12,945	12,945	13,411	466	3.6%
ADS Allocation Exp.	516685	39,176	43,410	43,410	45,319	1,909	4.4%
Software as a Service	519085	1,096	0	0	0	0	0.0%
Hw - Computer Peripherals	522201	6,494	0	0	0	0	0.0%
Hardware - Desktop & Laptop Pc	522216	22,632	26,958	26,958	27,032	74	0.3%
Hw - Printers,Copiers,Scanners	522217	0	0	0	0	0	0.0%
Hw-Personal Mobile Devices	522258	959	1,000	1,000	1,030	30	3.0%
Software - Desktop	522286	0	144	144	148	4	2.8%
Software - Server	522289	0	0	0	0	0	0.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>166,179</b>	<b>136,522</b>	<b>136,522</b>	<b>143,043</b>	<b>6,521</b>	<b>4.8%</b>

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			FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>IT Repair and Maintenance Services</b>							
Description	Code	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Repair & Maint - Office Tech	513010	0	600	600	618	18	3.0%
Software-Repair&Maint-Servers	513056	0	4,081	4,081	4,081	0	0.0%
<b>Total: IT Repair and Maintenance Services</b>		<b>0</b>	<b>4,681</b>	<b>4,681</b>	<b>4,699</b>	<b>18</b>	<b>0.4%</b>

			FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Other Operating Expenses</b>							
Description	Code	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Single Audit Allocation	523620	7,053	10,385	10,385	10,697	312	3.0%
Registration & Identification	523640	19	90	90	93	3	3.3%
Taxes	523660	0	9,225	9,225	9,225	0	0.0%
Bank Service Charges	524000	6,526	600	600	603	3	0.5%
Cost of Stock Items Sold	525290	118,619	75,000	75,000	75,000	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>132,216</b>	<b>95,300</b>	<b>95,300</b>	<b>95,618</b>	<b>318</b>	<b>0.3%</b>

			FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Other Rental</b>							
Description	Code	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Rental of Equipment & Vehicles	514500	0	0	0	0	0	0.0%
Rental - Auto	514550	3,365	2,000	2,000	2,060	60	3.0%
Rental - Other	515000	12,919	4,200	4,200	4,326	126	3.0%

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Other Rental		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
<b>Total: Other Rental</b>		16,284	6,200	6,200	6,386	186	3.0%

Other Purchased Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	18,111	27,723	27,723	27,723	0	0.0%
Insurance - General Liability	516010	24,058	31,692	31,692	31,692	0	0.0%
Dues	516500	16,553	12,630	12,630	12,747	117	0.9%
Advertising-Print	516813	3,349	0	0	0	0	0.0%
Advertising-Web	516814	0	500	500	515	15	3.0%
Advertising-Other	516815	0	0	0	0	0	0.0%
Advertising - Job Vacancies	516820	4,234	0	0	0	0	0.0%
Client Meetings	516855	0	0	0	0	0	0.0%
Sponsorships	516872	8,364	19,500	19,500	19,500	0	0.0%
Photography	516875	0	0	0	0	0	0.0%
Printing and Binding	517000	103	760	760	783	23	3.0%
Printing & Binding-Bgs Copy Ct	517005	184	200	200	206	6	3.0%
Printing-Promotional	517010	10	50	50	52	2	4.0%
Photocopying	517020	14	0	0	0	0	0.0%
Registration For Meetings&Conf	517100	7,197	4,776	4,776	4,918	142	3.0%
Training - Info Tech	517110	490	0	0	0	0	0.0%
Postage	517200	195	357	357	363	6	1.7%
Postage - Bgs Postal Svcs Only	517205	1,565	913	913	940	27	3.0%
Freight & Express Mail	517300	1,481	0	0	0	0	0.0%

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Other Purchased Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Instate Conf, Meetings, Etc	517400	0	0	0	0	0	0.0%
Outside Conf, Meetings, Etc	517500	0	125	125	129	4	3.2%
Other Purchased Services	519000	11,211	92,953	92,953	91,867	(1,086)	-1.2%
Human Resources Services	519006	0	0	0	1,371	1,371	100.0%
Moving State Agencies	519040	0	0	0	0	0	0.0%
<b>Total: Other Purchased Services</b>		<b>97,117</b>	<b>192,179</b>	<b>192,179</b>	<b>192,806</b>	<b>627</b>	<b>0.3%</b>

Property and Maintenance		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Water/Sewer	510000	10,178	13,000	13,000	13,252	252	1.9%
Disposal	510200	0	0	0	0	0	0.0%
Rubbish Removal	510210	10,439	6,000	6,000	6,180	180	3.0%
Snow Removal	510300	14,939	28,613	28,613	29,471	858	3.0%
Custodial	510400	8,737	21,800	21,800	22,454	654	3.0%
Other Property Mgmt Services	510500	5,176	240	240	247	7	2.9%
Lawn Maintenance	510520	48,440	74,000	74,000	76,220	2,220	3.0%
Repair & Maint - Buildings	512000	19,417	0	0	0	0	0.0%
Plumbing & Heating Systems	512010	13,041	7,000	7,000	9,000	2,000	28.6%
Other Repair & Maint Serv	513200	1,625	0	0	0	0	0.0%
Repair&Maint-Property/Grounds	513210	0	0	0	10,000	10,000	100.0%
<b>Total: Property and Maintenance</b>		<b>131,992</b>	<b>150,653</b>	<b>150,653</b>	<b>166,824</b>	<b>16,171</b>	<b>10.7%</b>

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<b>Property Rental</b>							
Description	Code						
Rent Land & Bldgs-Office Space	514000	0	0	0	0	0	0.0%
Rent Land&Bldgs-Non-Office	514010	175	880	880	906	26	3.0%
<b>Total: Property Rental</b>		<b>175</b>	<b>880</b>	<b>880</b>	<b>906</b>	<b>26</b>	<b>3.0%</b>

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Supplies</b>							
Description	Code						
Office Supplies	520000	2,908	1,982	1,982	2,042	60	3.0%
Stationary & Envelopes	520015	0	0	0	0	0	0.0%
Vehicle & Equip Supplies&Fuel	520100	106	0	0	0	0	0.0%
Gasoline	520110	2,095	3,076	3,076	3,168	92	3.0%
Diesel	520120	0	300	300	309	9	3.0%
Building Maintenance Supplies	520200	3,066	0	0	0	0	0.0%
Plumbing, Heating & Vent	520210	0	500	500	515	15	3.0%
Heating & Ventilation	520211	0	0	0	0	0	0.0%
Small Tools	520220	67	0	0	0	0	0.0%
Electrical Supplies	520230	198	0	0	0	0	0.0%
Other General Supplies	520500	3,514	1,537	1,537	1,539	2	0.1%
It & Data Processing Supplies	520510	552	500	500	515	15	3.0%
Cloth & Clothing	520520	0	0	0	0	0	0.0%
Agric, Hort, Wildlife	520580	171	0	0	0	0	0.0%
Fire, Protection & Safety	520590	0	2,400	2,400	2,436	36	1.5%
Public Service Recog Wk Food	520601	134	0	0	0	0	0.0%
Public Service Recog Wk Other	520610	21	0	0	0	0	0.0%

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Supplies		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Food	520700	256	142	142	147	5	3.5%
Electricity	521100	34,025	31,100	31,100	32,860	1,760	5.7%
Heating Oil #2 - Uncut	521220	8,473	8,000	8,000	12,100	4,100	51.3%
Propane Gas	521320	11,323	6,700	6,700	7,102	402	6.0%
Books&Periodicals-Library/Educ	521500	280	400	400	413	13	3.2%
Subscriptions	521510	339	1,310	1,310	1,349	39	3.0%
Subscriptions Other Info Serv	521515	96	0	0	0	0	0.0%
Other Books & Periodicals	521520	0	0	0	0	0	0.0%
Road Supplies and Materials	521600	0	0	0	0	0	0.0%
Household, Facility&Lab Suppl	521800	0	0	0	0	0	0.0%
Paper Products	521820	0	0	0	0	0	0.0%
<b>Total: Supplies</b>		<b>67,623</b>	<b>57,947</b>	<b>57,947</b>	<b>64,495</b>	<b>6,548</b>	<b>11.3%</b>

Travel		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	23,249	13,725	13,725	14,511	786	5.7%
Travel-Inst-Other Transp-Emp	518010	3,717	2,500	2,500	2,650	150	6.0%
Travel-Inst-Meals-Emp	518020	136	0	0	0	0	0.0%
Travel-Inst-Lodging-Emp	518030	846	0	0	0	0	0.0%
Travel-Inst-Incidentals-Emp	518040	19	0	0	0	0	0.0%
Travel-Inst-Auto Mileage-Nonemp	518300	776	12,420	12,420	12,822	402	3.2%
Travel-Inst-Other Trans-Nonemp	518310	0	0	0	0	0	0.0%
Travel-Inst-Meals-Nonemp	518320	217	0	0	0	0	0.0%

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<b>Travel</b>							
Description	Code						
Travel-Inst-Lodging-Nonemp	518330	0	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	120	0	0	0	0	0.0%
Travel-Outst-Other Trans-Emp	518510	571	0	0	0	0	0.0%
Travel-Outst-Meals-Emp	518520	208	0	0	0	0	0.0%
Travel-Outst-Lodging-Emp	518530	1,561	0	0	0	0	0.0%
Travel-Outst-Incidentals-Emp	518540	0	0	0	0	0	0.0%
Trvl-Outst-Other Trans-Nonemp	518710	0	0	0	0	0	0.0%
<b>Total: Travel</b>		<b>31,421</b>	<b>28,645</b>	<b>28,645</b>	<b>29,983</b>	<b>1,338</b>	<b>4.7%</b>
<b>Total: 2. OPERATING</b>		<b>657,220</b>	<b>673,807</b>	<b>673,807</b>	<b>705,584</b>	<b>31,777</b>	<b>4.7%</b>

Budget Object Group: 3. GRANTS

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Grants Rollup</b>							
Description	Code						
Grants To Municipalities	550000	8,370,439	13,311,221	13,311,221	12,191,498	(1,119,723)	-8.4%
Grants	550220	4,639,567	7,678,174	8,220,814	6,962,541	(715,633)	-9.3%
Other Grants	550500	19,291,990	55,524,117	55,524,117	3,084,966	(52,439,151)	-94.4%
<b>Total: Grants Rollup</b>		<b>32,301,997</b>	<b>76,513,512</b>	<b>77,056,152</b>	<b>22,239,005</b>	<b>(54,274,507)</b>	<b>-70.9%</b>
<b>Total: 3. GRANTS</b>		<b>32,301,997</b>	<b>76,513,512</b>	<b>77,056,152</b>	<b>22,239,005</b>	<b>(54,274,507)</b>	<b>-70.9%</b>
<b>Total Expenditures</b>		<b>37,589,561</b>	<b>82,508,625</b>	<b>83,051,265</b>	<b>29,372,923</b>	<b>(53,135,702)</b>	<b>-64.4%</b>

Report ID: VTPB-07\_GOV REC  
 Run Date: 01/17/2023  
 Run Time: 09:42 AM

**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

Fund Name	Fund Code	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
General Fund	10000	3,238,204	4,065,708	4,065,708	5,031,943	966,235	23.8%
Misc Fines & Penalties	21054	3,180	123,391	123,391	123,391	0	0.0%
Historic Sites Special Fund	21325	293,590	450,000	450,000	324,105	(125,895)	-28.0%
Municipal & Regional Planning	21330	3,368,128	4,903,897	5,446,537	3,381,899	(1,521,998)	-31.0%
Better Places Fund	21332	632,040	675,000	675,000	675,000	0	0.0%
Inter-Unit Transfers Fund	21500	655,602	2,873,494	2,873,494	3,049,311	175,817	6.1%
Conference Fees & Donations	21525	152	20,000	20,000	20,000	0	0.0%
Downtown Trans & Capital Impro	21575	541,644	523,966	523,966	391,182	(132,784)	-25.3%
ACCD-Mobile Home Park Laws	21819	79,820	81,756	81,756	144,134	62,378	76.3%
ACCD-Miscellaneous Receipts	21820	46,155	150,876	150,876	101,263	(49,613)	-32.9%
Archeology Operations	21918	2,483	76,080	76,080	76,080	0	0.0%
Clean Water Fund	21932	60,000	200,000	200,000	200,000	0	0.0%
Federal Revenue Fund	22005	9,621,920	15,022,289	15,022,289	12,554,919	(2,467,370)	-16.4%
ARPA Homeowner Assistance Fd	22042	18,118,399	49,908,211	49,908,211	2,035,514	(47,872,697)	-95.9%
Emergency Rental Assist - ERA2	22044	0	0	0	764,182	764,182	100.0%
Coronavirus Relief Fund	22045	62,207	0	0	0	0	0.0%
Emergency Rental Assist - ERA1	22046	706,953	2,833,957	2,833,957	0	(2,833,957)	-100.0%
DHCD-CDBG Program Income Fund	22060	159,084	600,000	600,000	500,000	(100,000)	-16.7%
<b>Funds Total</b>		<b>37,589,561</b>	<b>82,508,625</b>	<b>83,051,265</b>	<b>29,372,923</b>	<b>(53,135,702)</b>	<b>-64.4%</b>
Position Count						39	
FTE Total						39.00	

Report ID: VTPB-28-GRANTS\_OUT

Run Date: 2/15/2023

Run Time: 2:37 PM

State of Vermont  
FY2024 Governor's Recommended Budget  
Grants Out Inventory Report



**7110010000 - Housing and Community Development**

Budget Request Code	Fund	Justification	Budgeted Amount
13450	21819	Mobile Home Park Mediators	\$4,000
13450	22005	Preservation Trust of Vermont	\$8,000
13450	21054	HP Barn Grant Mitigation Awards	\$20,250
13450	22005	Home ARP	\$53,801
13450	21932	Better Connections/Clean Water	\$60,000
13450	22005	HP Certified Local Government Grants	\$77,466
13450	10000	CVOEO First Stop Program	\$80,000
13450	21820	VHCB Disaster Recovery Buyout Program	\$99,763
13450	21932	Downtown Stormwater Project Planning - Clean Water Fund	\$140,000
13450	22005	VHCB HOME Grant	\$255,783
13450	21575	Downtown Grants	\$391,182
13450	21330	Municipal Planning Grants	\$457,482
13450	22060	CDBG Program Income Grants	\$500,000
13450	22046	Emergency Rental Assistance Program (ERAP)	\$525,666
13450	21332	Better Places Program	\$675,000
13450	22005	Recovery Housing Program	\$755,059
13450	10000	Strengthen Community & Downtown	\$800,000
13450	22042	Homeowner Assistance Fund (HAF)	\$2,000,000
13450	21500	VW Mitigation EVSE Grants	\$2,117,120
13450	21330	Regional Planning Commission Block Grants	\$2,924,417
13450	22005	CDBG CV Program Grants	\$3,000,000
13450	22005	Community Development Block Grants	\$7,294,016
<b>Total</b>			<b>\$22,239,005</b>

Report ID:VTPB-23-IDT

Run Date: 2/2/2023

Run Time:4:37 PM

**State of Vermont**  
**FY2024 Governor's Recommended Budget**  
**Interdepartmental Transfers Inventory Report**



**7110010000 - Housing and Community Development**

<b>Budget Request Code</b>	<b>Fund</b>	<b>Justification</b>	<b>Budgeted Amount</b>
13453	21500	BU 01100 AOA for ARPA Position	\$919,651
13453	21500	BU 06100 DEC Electric Vehicle Supply Equipment (EVSE) Grant Program (VW Mitigation)	\$2,129,660
		<b>Total</b>	<b>\$3,049,311</b>

Report ID: VTPB-24-FED\_RECEIPTS

Run Date: 2/2/2023

Run Time: 3:54 PM

**State of Vermont**  
**FY2024 Governor's Recommended Budget**  
**Federal Receipts Inventory Report**



**7110010000 - Housing and Community Development**

Budget Request Code	Fund	Justification	Budgeted Amount
13456	22005	CFDA 14.239 HOME Investment Partnership -HUD	\$315,302
13456	22060	CFDA 14.228 CDBG - Program Income	\$500,000
13456	22005	CFDA 15.904 Historic Preservation Grants-in-Aid-NPS	\$505,755
13456	22044	CFDA 21.023 Emergency Rental Assistance Program (ERAP)	\$581,835
13456	22005	CFDA 14.228 Recovery Housing Program	\$755,059
13456	22042	CFDA 21.026 Homeowner Assistance Fund (HAF)	\$2,008,440
13456	22005	CDFA 14.228 CDBG - CV	\$3,000,000
13456	22005	CFDA 14.228 CDBG - HUD	\$8,188,224
<b>Total</b>			<b>\$15,854,615</b>

**Department of Housing and Community Development**

**FY 24 CONTRACT DETAIL**

<b>Name/Type</b>	<b>Account Code</b>	<b>Fund</b>	<b>FY 2024 Contracts</b>	<b>General Fund</b>	<b>Federal Fund</b>	<b>Arch Box Fees</b>	<b>Fines</b>	<b>Historic Sites Revenue</b>	<b>FY 2023 As Passed</b>	<b>FY23 &amp; FY24 Differences</b>
Agate Analysis & Development	507565	10000	5,000	5,000					5,000	
Agate Maintaince & Support	507566	10000	9,056	9,056					9,056	
Agate Analysis & Development	507565	22005	5,000		5,000				5,000	
Agate Maintaince & Support	507566	22005	9,056		9,056				9,056	
CHAMP Project	507566	10000	18,000	18,000						18,000
Intervale Mitigation	507600	21054	41,641				41,641		41,641	
Bennington Survey Mitigation	507600	21054	55,000				55,000		55,000	
Champlain College Mitigation	507600	21054	6,500				6,500			6,500
Historic Sites Exhibits	507600	21325	5,000					5,000		5,000
Archaeology Box Fees	507600	21918	18,500			18,500			30,000	(11,500)
<b>Total Housing and Community Development</b>										
		<b>Total</b>	<b>172,753</b>	<b>32,056</b>	<b>14,056</b>	<b>18,500</b>	<b>103,141</b>	<b>5,000</b>	<b>154,753</b>	<b>18,000</b>

Department of Economic Development  
 General Fund, One-time Carry-forward Balances - June 30, 2022

Final 6/30/2022

Source: VT\_APPROP\_DEPT\_SUM\_NW - Approp Summary Fund-Ldgr Cols

Approp Summary Dept-Ldgr Cols								
Unit	Account	Dept	Descr	Fund	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07110	000100	7110010000	Housing & Community Developmnt	10000	(4,464,412.38)	122,717.38	3,238,203.76	(1,103,491.24)
07110	000100	7110892107	ACCD-VT 250th Anniversary	10000	(25,000.00)	-	100.00	(24,900.00)
07110	000100	7110892208	ACCD-TechAssist Municipalities	10000	(650,000.00)	456,277.00	43,723.00	(150,000.00)
07110	000100	7110892209	ACCD-Reg Plan Comm, Workload	10000	(850,000.00)	-	825,000.00	(25,000.00)
07110	000100	7110892211	ACCD-Municipal Planning Grants	10000	(250,000.00)	242,172.00	6,039.00	(1,789.00)

FY22 General Fund / Special Fund / ARPA-SFR Remaining (1,305,180.24)

7110010000 Housing and Community Development

**Purchase & Rehabilitation Revolving Loan Fund (RLF)** 1,000,000.00

As directed in VT Act 182, DHCD will award \$1M in FY22 General Fund to the Vermont Housing Finance Agency (VHFA) to create a First Generation Homebuyer program to help households who have historically been left out of HomeOwnership and opportunities to build wealth. Specific program guidelines and eligibility for this new program will be forthcoming.

**Housing Merger Study** 50,000.00

To support cost associated with exploring the merger of the Vermont Housing Finance Agency (VHFA) and the Vermont State Housing Authority (VSHA) to gain operational efficiency and cost savings for Vermonters.

**Lanlord/Tenant Renting Guide up-date and language translation project** 53,491.24

To support costs associated with translating the Definitive Guide to Renting in Vermont into 9 languages: Arabic, Burmese, French, Nepali, Pashto, Spanish, Somali, Swahili, and Vietnamese. Adding recorded interpreted versions of Tenant Skills and Finding Housing workshops

Total 7110010000 / GF 10000 1,103,491.24

One-time Appropriations - Carryforward Request

Remaining balances to be used pursuant to:

ACCD-250th Anniversary: 2021 Act 74, C.100(a)(3)  
 Program continuation Total 7110892107/ GF 10000 24,900.00

ACCD-Tech Assist Municipalities: 2021 Act 74, G.600(b)(1)(A)  
 Program continuation Total 7110892208/ GF 10000 150,000.00

ACCD-Reg Plann Comm, Workload: 2021 Act 74 G.600(b)(1)(B)  
 Program continuation Total 7110892209 / GF 10000 25,000.00

ACCD-Municipal Planning Grant: 2022 Act 83 B.1106(B)(28)  
 Program continuation Total 7110892211 / GF 10000 1,789.00

Total One-Time Carryforward Request 201,689.00

Total Carry-forward Request 1,305,180.24

## Carry-forward Authority FY2022 to FY2023

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

#### Housing and Community Development (HCD) BU 07110: 2022 Closeout 06/30/2022

- **APPROPRIATION 7110010000**

Fund 21575 Downtown Trans & Capital Impro Revenue \$4,862,710.83

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. Currently there is \$1,501,947.00 encumbered.

*Justification to Carry-forward:* The remaining \$3,360,763.83 will be obligated in the next round of grants.

Fund 21918 Archeology Operations Special Fund (Heritage Center Box Fund): \$73,597.09

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 21054 Misc Fines & Penalties: \$125,910.32

Bennington Survey Mitigation \$55,000.00; Intervale Mitigation \$38,460.32; Windham Barn Mitigation \$15,950.00; and Burlington Battery Park Mitigation \$16,500.00 for a Mitigation Total of \$125,910.32. Funds are received from various fines and mitigation settlements.

Currently there is \$14,628.20 encumbered for a Windham Barn Mitigation Grant.

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

Fund 21325 Historic Sites Special Fund: \$203,785.89

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 52% of the budget to operate and preserve the State Historic Sites.

Fund 21525 Conference Fees & Donations \$14,212.52

Downtown Conference. Currently there is \$6,665.00 encumbered.

*Justification to Carry-forward:* Funds will be used prior to fiscal year.

Fund 21500 Inter-Unit Transfers Fund - \$1,652,382.33

Funds to support a MOU0287 with SOV Agency of Transportation to establish and administer a pilot program to buildout EVSE at multi-unit affordable housing and multiunit dwellings owned by nonprofit.

*Justification to Carry-forward:* Section 29 of the 2021 Transportation Bill (Act 55) to support the continued buildout of electric vehicle supply equipment at multi-unit affordable housing and multiunit dwellings owned by a nonprofit and build upon the existing VW EVSE Grant Program.

Fund 21820 ACCD-Miscellaneous Receipts: \$130,382.49

Vermont Housing & Conservation Board Buyout Program \$105,382.49. Vermont Housing & Conservation Board signed MOU citing 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. Currently there is \$105,382.49 encumbered.

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

250<sup>th</sup> Anniversary Donation \$25,000. Donation received from the Sunshine Lady Humanitarian Grants Program as a match for general funds appropriated in Act 74 C.100(a)(3). funds will support community engagement, focus groups, restorative justice circles, and the production of an introductory presentation outlining the efforts of past anniversaries, mission and goals of the commission, and setting up the outreach to hear how and why Vermonters wish to commemorate the events of the American Revolution, Declaration of Independence, and founding of Vermont.

*Justification to Carry-forward:* The AA1 submitted for spending authority was not sent to Joint Fiscal Office until 6/23/22.

## **Department of Housing and Community Development (DHCD)**

### **Fiscal Year 2024 Budget Performance Summary**

DHCD is responsible for administering or facilitating the administration of many programs, which has significantly increased in number and volume as a result of the influx of federal funds for pandemic relief. The measures captured in the department's Programmatic Performance Measure Report only capture a few of the programs overseen by the department, but they are important ongoing programs and are easily measurable. Of the five programs captured in the PPMB workbook, three of them have a prior-year comparison included in the data:

- **Historic Preservation Grant Program:** This program saw a notable increase in all three dimensions (How much, How well, Better off) seeing an increase in the number of applications submitted, the number of grants awarded, and funds leveraged.
- **Historic Sites Program:** The pandemic forced closure of many of the historic sites and limited the number of out-of-state guests even once the sites reopened. Further, the increases in operational costs and the workforce challenges that all sectors face are causing hurdles for the operation of the historic sites. Despite these challenges, the sites welcomed over 44,000 visitors, reaching near pre-pandemic levels, and brought in over \$320,000 in revenue, and continued to implement and plan for 12 major maintenance projects at the historic sites. This year's success is an indication that the coming year will see further return to pre-pandemic activity at the Historic Sites.
- **Mobile Home Park Program:** The Mobile Home Park Program observed a stable mobile home sector in the state and was successful in getting 97% of mobile home parks registered. Further measures of the mobile home park program can be found in the full narrative.

Since the beginning of the pandemic, DHCD and the Housing Division was allocated or asked to help manage, coordinate, or provide input on over \$436M in temporary rental housing, shelter capacity, and mortgage relief funding (including utility assistance), including \$165M distributed through the Vermont Emergency Rental Program to assist over 17 thousand households and nearly \$50M through the Homeowner Assistance Program administered by Vermont Housing Finance Agency, \$22.5M of which has been administered; as well as \$338M in new housing development funding distributed through DHCD, Vermont Housing & Conservation Board, and other partners. Utilizing this funding, 4,796 housing units have been created or preserved since 2020, with 409 of those being created through the successful Vermont Housing Improvement Program (VHIP). The \$25M in ARPA-SFR funding approved during the last legislative session (\$20M in BAA, \$5M FY23) for VHIP is likely to be fully obligated prior to the end of FY23 and has been used to create an additional 157 units during the calendar year of 2022.

**Department of Housing and Community Development (DHCD)**  
**Fiscal Year 2024 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.
- 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 FY24 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 existing housing units rehabilitated and available to those earning below 80% 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.
- 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.

It is extremely important to note that DHCD has been fully engaged in COVID-19 response, mitigation, and recovery efforts since March 2020. Those benefits and performance measures do not fit neatly into the past performance narratives provided below for each division and have straddled two state fiscal years. A quick summary of the Department's efforts is provided here for your reference:

Since the beginning of the pandemic, DHCD and the Housing Division was allocated or asked to help manage, coordinate, or provide input on over \$436M in temporary rental housing, shelter capacity, and mortgage relief funding (including utility assistance), including \$165M distributed through the Vermont Emergency Rental Program to assist over 17 thousand households and nearly \$50M through the Homeowner Assistance Program administered by Vermont Housing Finance Agency, \$22.5M of which has been administered; as well as \$338M in new housing development funding distributed through DHCD, Vermont Housing & Conservation Board, and other partners. Utilizing this funding, 4,796 housing units have been created or preserved since 2020, with 409 of those being created through the successful Vermont Housing Improvement Program (VHIP). The \$25M

in ARPA-SFR funding approved during the last legislative session (\$20M in BAA, \$5M FY23) for VHIP is likely to be fully obligated prior to the end of FY23 and has been used to create an additional 157 units during the calendar year of 2022.

### *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 we 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.

This past program year VCDP awarded over \$6 million to 23 projects, which leveraged over \$77 million. The funds were awarded to housing, public facility, and planning projects. The VCDP also collects approximately \$200,000 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 ongoing grant funding to support communities and address their needs. Though we have seen modest increases in the program in the past few years, the annual allocation remains below its pre-2010 annual average of \$8 to \$9 million.

VCDP was allocated and additional **\$8.8M in federal funding for Covid-19 response (CDBG-CV)**. This past program year \$1.2M of the \$8.8M funding was obligated to four projects and five enhancements to previous awards. To date, over \$5M has been expended for the CDBG-CV Program

and \$171,872 remains to be obligated. The CDBG-CV funds awarded this year anticipate serving 30 businesses with technical assistance; 1,615 persons served by public facilities/services; and 49 affordable housing units have been created/retained.

VCDP funding priorities are established in the HUD Consolidated Plan for Vermont. The Consolidated Plan covers not only the CDBG and CDBG-CV, 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 of 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 the 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 conducted public outreach for the Annual Plan of the Consolidated Plan and of the Programs represented in the Annual Plan none put forth any substantive updates.

DHCD intends to conduct additional outreach to non-English speaking and Black, Indigenous and People of Color (BIPOC) communities.

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.

Due to the State of Vermont's increasing opioid mortality rate the CDBG Program received another allocation the past year bringing the total to **\$2.2M in CDBG- Recovery Housing Program (RHP)** funding to assist individuals in recovery from substance use disorders to be safely housed. The funding is in support of transitional housing for a two-year period. Staff continue to outreach with various stakeholders and the Agency of Human Services to update the Action Plan for the additional RHP funding. During this past year RHP funds were awarded to 3 projects totaling \$1.2M to create 14 units new units, make available 46 beds and serve approximately 50 individuals.

RHP funding goals are established in Vermont's Recovery Housing Program Action Plan. Vermont's RHP action plan was submitted to HUD through their Disaster Recovery Grant Reporting (DRGR) system which also tracks all funding and performance measures required for RHP. DHCD is required annually to submit a comprehensive annual performance evaluation report to HUD via the DRGR system.

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.

<b>VCDP MEASURES</b>	<b>FFY 2019</b>	<b>FFY 2020</b>	<b>FFY2021*</b>	<b>FFY2022*</b>
Communities/projects receiving technical assistance	92	95	192	156
Projects/grants funded	31	29	64	32
Funding awarded	\$8M	\$7M	\$17.2M	\$7.3M
Funding leveraged	\$58M	\$47M	\$87M	\$77M
Housing units created or preserved	143	200	344	283
Jobs created or retained	53	84	500	30
Persons benefiting from increased access or services	11,481	1,929	101,388	12,943
Communities receiving urgent need or blight assistance	0	0	0	0
Communities receiving grant assistance for planning	9	8	13	8

\*Includes CDBG-Covid Recovery Funding

**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), Community Development Block Grant Cares Act (CDBG-CV), Neighborhood Stabilization Programs (NSP1 and NSP3), the HOME Investment Partnerships Program (HOME), Recovery Housing Program (RHP), 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 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 toolboxes. With the unprecedented federal funding available in response to the COVID-19 crisis; technical assistance, compliance monitoring and guidance will be needed for our communities, nonprofit organizations, businesses, and individuals. In addition, more education and technical assistance will be needed for our municipal officials and the auditors performing the municipal audits to ensure a thorough understanding of the compliance required for the variety of COVID-19 Relief funding expended.

## 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). The DHCD Commissioner also represents the Governor on the Joint Commission for Tax Credits and the Vermont Housing Finance Agency. Other initiatives include enhanced fair housing activities, and ongoing participation in interagency efforts to promote the preservation and development of housing and ending homelessness.

With historic levels of federal and state funding available and a severe housing crisis fueled by lack of supply, scarcity, and poor-quality housing, DHCD and the Housing Division continues innovate and develop new programs such as a First-Generation Homeowner Purchase & Rehabilitation program and a new pilot Missing Middle-income Homeownership Program. The First-Generation Homeowner Purchase & Rehabilitation program aims to assist the BIPOC community as they have much lower homeownership rates in VT and improve our aging and poor-quality housing stock, making quality affordable homes once again available to Vermonters of modest means. The Missing Middle-income Homeownership Pilot Program is focused on increasing the production and the supply of new modest priced homes, hardworking Vermont families deserve.

**Vermont Housing Improvement Program (VHIP):** Supports affordable apartment and Accessory Dwelling Unit (ADU) creation in existing properties, with a focus on vacant and code violating properties. The first round of VHIP in 2020 used \$7.2M in CRF to create 252 units of affordable housing with approximately half serving households existing homelessness. The \$25M in ARPA-SFR funding approved during the last legislative session (\$20M in BAA, \$5M FY23) is likely to be fully obligated prior to the end of FY23 and has been used to create an additional 157 units during the calendar year of 2022.

**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 \$3,000,039 in HOME funds in 2021, which is the current small state minimum. Retaining compliance and reporting responsibilities, DHCD subgrants the funds to the Vermont Housing and Conservation Board (VHCB) which administers the program. VHCB will use \$2,550,033.15 in state-wide project implementation funds to create new or rehabilitate existing affordable rental housing units, a minimum of \$450,000 is set aside for Community Housing Development Organizations (CHDOs), and up to 10% of that amount may be used for CHDO feasibility awards.

The program continues to be successful. As illustrated in the accomplishments below, the HOME program preserves or creates permanently affordable units for the lowest income families in Vermont, ensuring new and existing units are available.

Accomplishments during this past program year (ending June 30, 2022):

- 2 Community housing development organizations (CHDOs) received operating grants;
- 6 HOME-funded projects were completed; including a total of 28 HOME units
- In total, these 6 projects resulted in new construction of 69 permanently affordable housing units; and the rehabilitation of an additional 47 multi-family affordable units.

Projected Accomplishments for FFY2023:

- 2 CHDOs will receive operating grants.
- It is anticipated that approximately 6 HOME-funded projects will be completed; rehabilitating or creating approximately 25-35 HOME units serving low-income households.

The national **Housing Trust Fund (HTF)** is an annual appropriation of federal funding for the purpose of developing housing units to serve extremely low-income households (<30% AMI) for a minimum of 30 years. Since 2016 Vermont has received the annual small state minimum award of \$3 million, including for 2021. HTF is administered and 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 FFY22:

7 HTF-funded project was completed with 31 HTF units

In total of these 7 projects resulted in new construction of 61 permanently affordable housing units; and the rehabilitation of an additional 117 multi-family affordable units.

Projected Accomplishments for FFY2023:

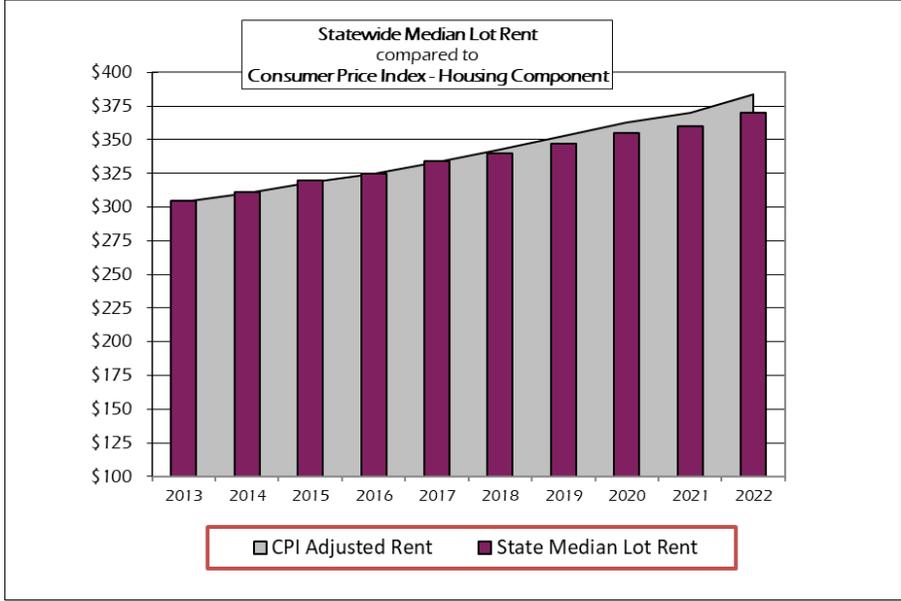
It is anticipated that up to 7 HTF-funded projects will be completed, with approximately 20-35 HTF-restricted units created.

**Mobile Home Park Program:** DHCD is tasked with administering Vermont's mobile home park laws, 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 home lots on one property). Two hundred and thirty-eight mobile home parks (20 Cooperatively Owned, 47 Non-profit Owned, 171 Private Owned) are registered with the Mobile Home Park Program with a total of 7,094 lots. The program is staffed by DHCD's Housing Program Coordinator who 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 again increasing the number of online registrations of mobile home parks, to 90% up from 89%, and assisting residents and park owners of mobile home parks put up for sale or for closure. The Department also continues to refine and learn from its intake 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 also continues to administer the annual CVOEO First Stop grant which provides direct education, advocacy, and referral services for individual mobile home park residents and has maintained funding at \$80,000.

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 2022, any lot rent increase above 4.5% was eligible for mediation. DHCD reviewed 125 lot rent increases, 32 of these were determined to be eligible for mediation. (None of the eligible increases resulted in mediation.)
- **Park Sales:** From July 2021 to June 2022, 9 parks with a total of 181 leased mobile home lots were noticed for sale. When this occurs, all residents are offered meetings and support to help assure their rights are protected. During this period, Breezy Acres (191 lots) and Hillcrest Mobile Home Park (44 lots) in Colchester converted to resident ownership (ROC's). Eleven parks were also sold to private for-profit investors after the notice period expired.
- **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 to sell the land. One of two small mobile home parks that were noticed to close in FY 21 was closed and removed from the registry. The other closure notice was withdrawn by the park owner.
- **Outcomes:** DHCD tracks the difference between the State Median Lot Rent and increases in the consumer price index (CPI) housing component, to evaluate the effectiveness of the statute. As shown in the graph below, State Median Lot Rent over the last ten years has loosely tracked increases in CPI - Housing. Since 2018 the State Median Lot Rent is below the CPI – Housing Adjusted Rent.



## *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 \$33 million in grants, tax credits and sales tax reallocations; municipal planning grants, electric vehicle charging station grants, pandemic recovery programs, 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. This year the division expanded its program portfolio to support ongoing pandemic recovery.

**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, historic preservationists, and grant specialists.

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. Hardwick will present their application for consideration at the January 2023 board meeting. The towns of Shelburne, Northfield, and Morristown are currently exploring designation.
- **Village Centers** (230 total, 10 new designations added in 2022). 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 over 100% in the last five years.
- **New Town Centers** (3 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. This year the Town of Berlin was designated.
- **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** (11 total, 2 new designations added in 2022). 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 7 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 2022, the Department allocated \$4.1 million in state tax incentives for 49 projects, supporting more than \$95 million in downtown and village center rehabilitation efforts. Projects awarded include the former US Customs House and Post office in St. Albans City which will transform into mixed commercial use and eight new units of housing, renovation of the 1901 Champlain Theater in Swanton into space for three new commercial tenants, and adapting the historic Squire House in Bennington into units of transitional housing for women and children.

**Downtown Transportation Fund:** This program supports revitalization efforts in designated downtowns by making these areas more pedestrian, bike, and transit friendly. In FY22, the program was expanded to include village center eligibility for communities who have gone through a Better Connections, or similar process. Recently awarded projects include: Walloomsac riverwalk redevelopment in Bennington, sidewalks, lighting, and amenities in Waterbury, wayfinding signage plans in Chester and Vergennes, traffic calming in Warren, street connections and improvements in Springfield, and sidewalk and crosswalk improvements in Fairlee. Since its inception in 1999, the program has invested over \$13 million to support 151 projects in 32 different communities leveraging over \$54 million in additional funding

**CP&R partnerships in 2022 granted or facilitated the distribution of over \$33 million in new funding to support pandemic recovery, local community planning and revitalization efforts:**

- Working Community Challenge: Administered \$2.32 million in grants to support diverse, cross-sector local teams as they focus on the complex challenges of economic opportunity for communities and residents with low incomes.
- Regional Planning Commissions: Pandemic Response and Energy Funding - Vermont's eleven RPCs will each receive \$75,000 to support pandemic response activities through FY24. An additional \$1 million in FY22 funding will support enhanced energy planning and energy plan implementation for municipalities.
- Electric Charging Stations for Multi-Family Housing: The division launched a \$1 million pilot grant program to expand home-site charging options to renters at multi-unit affordable housing and non-profit-owned dwellings.

**CP&R partnerships in 2022 granted or facilitated the distribution of over \$33 million in new funding to support pandemic recovery, local community planning and revitalization efforts:**

- Vermont Everyone Eats: From August 2020 through December 2022, this COVID emergency feeding program has invested \$41.2 million and delivered 3.45 million total meals to food insecure Vermonters in all 14 counties. Everyone Eats has generated more than \$34 million in revenue for participating restaurants who employed the hard-hit restaurant sector to prepare meals. Over 260 participating restaurants and

300 VT farmers and food producers have provided approximately \$3.5 million worth of Vermont sourced ingredients for meals prepared by restaurants, representing 35% of total ingredients cost. The program was 100% FEMA funded through July 1, 2022 and is now 90% FEMA and 10% State funded through the program end of March 31, 2023.

- **Better Places:** is a community matching grant program empowering Vermonters to create inclusive and vibrant public places serving Vermont's designated downtowns, village centers, new town centers, or neighborhood development areas. The program is led by the Vermont Department of Housing and Community Development in partnership with the Vermont Department of Health, the Vermont Community Foundation, and Patronicity. The program supports community-led projects (with grants ranging from \$5,000 to \$40,000) that create, revitalize, or activate community gathering areas that bring people together to build welcoming and thriving places. Municipalities, nonprofits, and community groups with a fiscal sponsor are eligible to apply (until July 2024) and must raise 33% matching funds through a crowdfunding approach. In 2022, the Better Places program supported 18 local projects, crowdfunding over \$201,000 through the generosity of 1257 donors with state matching grants of \$340,000 that leveraged over \$522,000 in investment.
- **Electric Vehicle Charging Stations for Multi-Family Housing:** The division awarded \$1 million in pilot grant funds to expand home-site charging options to renters at multi-unit affordable housing and non-profit-owned dwellings. Public investments to bolster the EVSE network has positioned Vermont as #1 in the nation for the number of EV charging stations per capita. In 2023, the division will launch a new \$10M EVSE program targeted at multi-family homes, workplaces, and destinations like downtowns, villages and state parks.
- **Clean Water Funding:** \$26,400 in grants with Agency of Natural Resources to plan and build stormwater management features into downtowns and village centers.

**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:

- Represented ACCD on the Vermont Climate Council, building consensus around pathways, strategies, and actions to strengthen Vermont's brand, economy, and communities; while driving down emissions, expanding equity and environmental justice, preparing communities for warmer and wetter weather, and removing the carbon already in the atmosphere.
- Continued work with partners including sister agencies, USDA-RD, VHCB, VLCT, Preservation Trust of Vermont, VHFA, AARP-VT, VAC, VCF, Efficiency Vermont, VCRD, and others to identify and coordinate investments to implement community-driven projects.
- Administered \$4.5 million in Regional Planning Commission work plans focused on modernizing local zoning to welcome housing.

**Municipal Planning Grants (MPG):** This year's Municipal Planning Grants, range from \$4,600 to \$39,600 with total requests exceeding \$939,543. Competitively awarded, 47 total applications were reviewed with 24 recipients selected. Funded projects range from streetscape and village center master planning to a water system study, infrastructure needs for increasing childcare, public art plan, and amending zoning rules to expand housing choice using the Zoning for Great Neighborhoods guide. Grants continue to help towns revitalize by adopting useful and relevant municipal plans and capital infrastructure and facility plans, charting the way for strong communities and a better future.

## 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 85 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 2022 include the following:

**National Register:** In 2022, VDHP successfully processed twelve nominations to the National Register with 266 historic districts and 12,316 buildings, structures, and sites listed statewide since 1966. The number of nominations processed and forwarded to the National Register of Historic Places for successful designation has increased over the previous five years. One reason for this increase is the Paul Bruhn Historic Revitalization Grant Program administered by the National Park Service; funding requires listing in the National Register of Historic Places within three years of award. Through this program six nominations were evaluated, resulting in the listing of the Rupert Village Historic District (74c/23nc), Addison Town Hall, Governor Hunt House in Vermont, Valley Hall in Hyde Park, Bridgewater Village School, and Broad Brook Grange Hall in Guilford. Another observation is the need to update historic district nominations originally listed in the 1970s and 1980s as buildings and structures have been altered or demolished, and additional historic context information has been researched. The Perley Block in Enosburg Falls and Bull House in Bennington were listed through the Rehabilitation Investment Tax Credit program. Together with the New York SHPO, VT SHPO processes the multiple property documentation form for Canal Boat Wrecks of Lake Champlain in Vermont and New York and the accompanying nomination for the Sloop Island Canal Boat. Eighteen more nominations are presently being processed.

**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 \$4.41 million in grants to support 455 projects devoted to the repair and restore of historic barns and agricultural outbuildings. Of the 52 applications requesting \$646,120 funding, 22 projects were awarded grant funds totaling \$299,325. This leverages \$999,674 in restoration and rehabilitation efforts and provides approximately 44 preservation and construction job for Vermont workers. Funding through the Capital Construction Bill increased the funding for this program from \$200,000 to \$300,000 for fiscal years 2022-2023. In October 2022, for the next grant period, 39 applications were received requesting \$503,940 with total project costs reaching over \$1.43 million; \$300,000 is available. The applications will be reviewed and awarded in February 2023.

**Historic Preservation Grants:** Begun in 1986 and funded through the Capital Budget, this program has provided \$6.08 million in grants for the rehabilitation of 615 significant community buildings such as town halls, museums, theaters, libraries, recreation centers and other municipal resources. In 2022, 20 of the 39 applications submitted were awarded \$299,325, leveraging \$1.04 million and about 40 preservation and construction jobs. Funding through the Capital Construction Bill increased the funding for this program from \$200,000 to \$300,000 for fiscal years 2022-2023.

**Federal Rehabilitation Investment Tax Credits (RITC):** Since 2016, 72 Vermont RITC projects have received Rehabilitation Tax Credits with nearly \$23.45 million in qualified rehabilitation expenditures bringing historic properties back into service; total project costs reached over \$105.8 million. For 2022, fourteen completed projects in nine Vermont towns and cities were granted \$6.8 million in RITC, leveraging more than \$34 million in qualified rehabilitation investment through the employment of contractors and purchasing of materials. The program continues to have great success in supporting development and rehabilitation of housing and despite a pause or delay in construction caused by COVID, nine projects were completed in federal fiscal year 2021, while four projects were submitted for Part 2 approval. Of the completed 2022 projects, all fourteen involve rehabilitation for housing, resulting in 144 units of new or rehabilitated housing. Since 2012, 980 housing units have been created through the RITC program. Projects completed include Squire House in Bennington, Henry Shaw House in Burlington, Fort Ethan Allen Double Calvary and Artillery Barracks in Colchester, East Calais General Store, the Tuttle Block in Rutland, the US Customs House and Post Office in St. Albans, and Stevens House Annex and Colby House in Vergennes. Several of these buildings were underutilized with vacant upper stories that now provide much needed housing. There are 54 active RITC projects at various phases currently being reviewed by VT SHPO and another 40 potential projects have been identified by the Vermont Tax Credit Reviewer. Vermont was visited by our National Park Service Tax Credit Reviewer, along with NPS RITC leadership. The visit, the result of challenges with review timing and increasing Part 2 conditions, included a meeting with select preservation consultants and developers, and three site visits to projects in various phases of progress. This collaboration has improved our interaction with RITC staff and leadership, addressed the challenges of vague Part 2 submittals, reduced the number of conditions applied for Part 2 submittals, and re-established the 30-day review period.

**Certified Local Government Program (CLG):** The CLG program helps 17 communities save the irreplaceable historic character of their places by supporting the active role of local preservation commissions. The City of St. Albans became our newest CLG in September 2020; since 2013, the number of CLG communities has increased by three. Woodstock Village, Woodstock Town, and St. Albans Town have all established local historic preservation commissions and are in the process of applying for CLG designation. For 2022, the CLG funds supported eleven community projects in two rounds with \$73,750 in funding and a local match of \$50,989. These projects include town history tour of Calais, history of performing arts research project in Hartford, survey update and evaluation for Shelburne, National Register nomination examining the national significance of the 1798 Old South Church in Windsor, National Register nomination for the Village of Cambridge, education project exploring the Boyce Hill Town Forest by Mad River Valley Planning District, graveyard conservation program and historic window evaluation at the 1787-1801 Rockingham Meeting House, and educational panels of five landmark buildings along Church Street in St. Albans. Rockingham will be provided program support that includes educational community programs, staff assistance for the Historic Preservation Commission, and a preservation awards program; and Montpelier will serve as the financial host for the 2022 Downtown and Preservation Conference in St. Johnsbury. Seven applications were received for the 2023 award and outreach continues to all CLG communities for project ideas to ensure the required 10% funding of the Historic Preservation Fund Grant is passed through to the local level. Because of COVID-19, extensions of one year were provided to those projects supported for 2019-2020. This resulted in the National Park Service altering the program schedule to run three years rather than two years for each grant.



Properties meeting National Register criteria for which a written eligibility opinion is provided	181	544	255	411	385	332	371	258	371
Properties <u>not</u> meeting National Register criteria for which a written eligibility opinion is provided	84	102	170	1253	1163	1204	508	361	550
Findings of "No Properties" and/or "No Effect" on which written opinions are provided	1879	1281	1136	1447	1669	1568	1683	1241	1555
Other findings of "Effect" on which written opinions are provided	144	191	217	346	406	324	207	442	308
Memoranda of agreement signed	27	3	15	11	12	26	13	12	22
Programmatic agreements signed	0	1	0	1	1	2	0	3	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 1,000 archaeological sites in 2,000+ 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 3,050 visitors. VAHC serves now as the primary office for the State Archaeologist.

**Roadside Historic Site Markers Program:** VDHP is charged with approving and overseeing the creation and installation of Vermont Roadside Historic Site Markers. This is a small state program with a great reach and overwhelming popularity. The program was established in 1947, with the installation of ten markers. Since then, more than 300 site markers have been placed statewide, with one in Virginia, to commemorate events significant to local communities, the state, and nation. More than twenty applications for new markers are submitted annually, a notable increase in the past two years. In fiscal year 2022, ten new or replacement markers were installed, honoring Vermont's history. Such markers include commemoration of Governor Israel Smith's Rutland home, Revolutionary War hero Major Ira Day of Williamstown/Brookfield, Green Mountain Perkins Academy in Woodstock, site of the Hectorville Covered Bridge in Montgomery (bridge in storage), the Guilford Grange Hall, and Stone Church in Poultney now known as Stone Valley Arts. Markers have been installed commemorating significant African Americans such as Dinah, a slave who prompted the Vermont Supreme Court case, *Selectmen of Windsor v Stephen Jacob*, in 1802. The Pate-King House in Burlington is noted as the home of Cleta Pate, who secured a mortgage solely in her name and opened her home as a hotel and apartment. The Pates house was among ten sites in Vermont advertised in Black travel, restaurant, and gas station guides. It was the longest continuously advertised site in Vermont listed in *Hackley and Harrison's Hotel Guide* and the *Negro Motorist's Green Book*. Not yet in production, a marker for African American author Ralph Waldo Ellison has been approved for Fayston, the small hamlet where he began writing the *Invisible Man* (published 1952). Several of these new markers were promoted on Vermont television and public radio, attracting interest, and prompting new marker applications. Eight markers were rehabilitated or replaced due to age, vehicular accidents or vandalism, or text that has proven inappropriate today. In response to recent events across our country, review of all Vermont Roadside Historic Site Markers for cultural humility, accuracy, and context began. Twenty-five new markers are now being reviewed or are in production. The Vermont Covered Bridge Society proposed markers be placed at all standing covered bridges, a list that includes 100 structures; two markers will be placed each year as funding allows. Working with the foundry that has created the markers for Vermont since 1947, a full inventory

with dates of production has been created and the online database was updated to reflect the numbers of production. The online interactive map was upgraded from a shortlist story map to an interactive web application, providing full access on all mobile devices, and allows visitors customized tours by marker content type, or regions of the state (it went live in FFY20). The application includes thematic identification that allows study of marker topics, including African Americans, Native Americans, Civil War, Revolutionary War, religious edifices, bridges, education, women’s history, and state-owned historic sites. Funding is earmarked for markers related to the Revolutionary War, the founding of our nation, and events/life related to this period; installation shall coincide with the 250<sup>th</sup> Anniversary events of 2025 to 2027. In 2022, the foundry experienced significant delays, increased pricing, and staffing changes. This has resulted in a temporary halt in the production and repair of markers; production in 2023 is expected to take 8 months.

**State-owned Historic Sites:** The State-owned Historic Sites connect visitors to the places where Vermont’s history happened. This program oversees 22 historic sites comprised of 85 buildings and structures on 919 acres. This includes a Native American cemetery, homes of Presidents Chester A. Arthur and Calvin Coolidge, two nationally recognized Revolutionary War sites, three architecturally significant buildings representing design and construction from the first half of the 19<sup>th</sup> century, a monument to a Revolutionary War patriot, and the iconic Bennington Battle Monument – the tallest building in the State of Vermont. Due to COVID-19, just six of the nine sites open annually to the public were operating again for this third year. The 2022 seasonal schedule and days/hours were more in line with pre-Covid seasons; these have been expanded further for the 2023 season. All six gift shops were open. Pandemic cleaning measures were implemented once again in coordination with Vermont State Parks, Vermont Historical Society, local historical societies and museums, and the National Park Service’s Marsh-Billings-Rockefeller National Historical Park. Outdoor spaces, such as trails and parks, were heavily visited even at the sites closed. Revenues from admissions, gift shop sales, donations, and rentals typically provide 45% of the sites’ budget; with Covid in 2020 this number was reduced to less than 15%. The sites welcome an average of 63,000 annually; for 2020 the number of visitors touring the Vermont State Historic Sites reached just 18,214 and during the 2021 season there were 44,229 visitors. For the 2022 season, the historic sites were visited by 42,915 (more visitors explored the outdoor spaces, but we have no mechanism to tabulate visitation). The collected statistics record more than 1.4 million visitors have been welcomed by Vermont’s State Historic Sites since 1998. To help with admissions and gift shop sales, the Clover system was purchased to enable better documentation, conformity among sites, and immediate conveyance of documentation to the ACCD financial team.

YEAR	ATTENDANCE	ADMISSIONS RECEIPTS	GIFT SHOP RECEIPTS
<b>2022</b>	42,915	\$279,873 total	
<b>2021</b>	42,229	\$160,701	\$175,733
<b>2020</b>	18,214	\$34,876	\$50,273
<b>2019</b>	63,655	\$236,931	\$207,125
<b>2018</b>	62,674	\$230,167	\$203,448
<b>2017</b>	64,890	\$249,096	\$216,064
<b>2016</b>	64,334	\$223,805	\$193,074
<b>2015</b>	50,756	\$197,209	\$205,879
<b>2014</b>	51,285	\$212,523	\$169,698

<b>2013</b>	49,694	\$212,893	\$204,437
<b>2012</b>	64,474	\$190,387	\$207,109
<b>2011</b>	60,408	\$159,888	\$171,599
<b>2010</b>	62,445	\$178,054	\$207,504

In January 2021, VT SHPO was informed by VTrans of pending upgrades to the rail line to accommodate the extension of Amtrak passenger service from its current terminus in Rutland north to Burlington and increasing freight rail activity. Due to the exceptionally close proximity of the 1868 New Haven Depot (owned by VDHP since 1975 because of its historical and architectural significance) to the active tracks, VTrans determined it was “necessary to relocate the station to meet the safety standards required for the operation of the Amtrak service at full speeds. At the current location, the proximity of the building requires current freight rail traffic to observe a slow order through this segment to assure that there are no incidents. A slow order will not be possible on a long-term basis for passenger service to be successful.” Moreover, the depot greatly obscures sightline distances from the north to the rail line’s intersection with U.S. Route 7. Trains cannot stop quickly enough before the intersection because of the obstructed view caused by the historic depot, which has been leased to commercial tenants since 1986. Together with VTrans, VDHP, ACCD, and the Town of New Haven have actively undertaken the relocation of the brick depot 1.6 miles from the railroad tracks to the center of the village. Ownership of the building was transferred in December 2021 to the Town of New Haven, which plans to use it for community activities, support of the historical society, and as a museum. The National Park Service has approved the relocation; thus, the building shall remain listed in the National Register of Historic Places under Criterion C for its architecture (it will no longer be eligible under Criterion A for its history as a result of the relocation). The move happened January 12, 2022, and the new foundation is being prepared. The final \$30,000 of major maintenance funding included as part of the transfer of ownership and the preservation easement are now being finalized.

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 an estimated 408 diver visits (504 visits in FY21 and 360 visits in FY20). None of the bridges are in service, although some are open to pedestrians; the Scott Bridge reopened to pedestrian traffic in May 2017 and was used for wedding ceremonies throughout the season. Partnering with the Vermont Agency of Transportation (VTrans), in 2018, VDHP has visited all seven bridges to assess conditions and address rehabilitation plans. Two of the bridges have recently been restored and stabilized for pedestrian traffic. Unfortunately, the bridge was damaged by a tree in January 2023; VTrans is working with VDHP to assess damages and outline plans for repairs and funding needs. Plans are underway to use the Fisher Covered Railroad Bridge as part of a rail trail, a rehabilitation project that will stabilize the western abutment. Discussions are ongoing about the treatment of the rail tracks that remain inside the bridge. SHPO and VTrans continue to explore the deaccessioning/demolition plans for two of the bridges due to severe structural issues and a railroad depot too close to the tracks.

Under the stewardship of the Director of Preservation, a position created in 2019, conditions studies are being prepared and major maintenance projects projected for the next ten years. The total appropriation annually for maintenance through the Capital Construction Bill has been below \$350,000; the biennial allocation was \$678,888, which enabled maintenance to progress steadily. The projected maintenance needs are estimated to be over \$1.0 million for the urgent and high priority projects (excluding Bennington Battle Monument). Water and drainage management engineering studies were completed in December 2019 for the Senator Justin S. Morrill State Historic Site, recommending significant deferred and proactive

work totaling over \$375,650 for the preservation of this National Historic Landmark property. SHPO received a Save America's Treasures grant in 2021 to address some of the needs at the Morrill Site. The required archaeology was completed in 2022 and will inform the drainage remediation. The archaeology provided insight to the 1851 construction of the building's foundation, which consists on the east side of uncut rounded rocks. In April 2022 a nationally recognized team of specialists were retained to examine the issues at the Bennington Battle Monument, including but not limited to water infiltration, mortar repointing, spalling of stone, structural integrity of metal stair and entry lintels, emergency lighting, and elevator operations. This year-long study has projected \$12 million of necessary stabilization, repairs, and improvements to the monument, which is the second tallest unreinforced masonry building in the United States.

**250<sup>th</sup> Anniversary Commission:** Created by Executive Order, the 250<sup>th</sup> Commission has been meeting since March 2021, with the State Historic Preservation Officer serving as chair of the 15-person commission. The Strategic Plan, created under the leadership of the chief performance officer, includes four primary measures: 1) Increase commission capacity and productivity; 2) Increase relevance of 250<sup>th</sup> history; 3) Enable arts and cultural heritage organizations and school participation; and 4) Increase partner and public awareness of 250<sup>th</sup> commemorations. Subcommittees include admin & finance; research & historical; marketing & public outreach; school & teacher outreach; and arts & cultural heritage organizations. Interns were hired to outline text for 20 new Revolutionary War era topics, include women and life in general for the period. Teachers, especially social studies teachers, are being engaged with the excellent assistance of the Agency of Education and Vermont Historical Society. Native American state and federally recognized tribes are being engaged. A strong focus is being placed on diversity and inclusion as part of the planning, and presentation of history. Regional and national meetings have been convened to share ideas, garner support, and ensure borders are blurred for the commemoration. Staffing the commission and the five subcommittees has stressed capacity of VDHP and SHPO, and because of the great need to ongoing, uninterrupted marketing and communication with partners, contracting for staff to provide leadership and organization is greatly needed. Funding is required to expand outreach, marketing, engagement, support communities and organizations with commemorations and event planning, teacher trainings, and provide books for school and public libraries about this period in our history.

## PROPOSED PROGRAM INCREASE AND BUDGET IMPACT FOR FY24

This Administration's FY24 budget includes a **Community Investment Package** that helps the state tackle its housing, revenue, and demographic challenges by providing new funding to support vibrant downtowns, villages and public places while increase housing quality, supply, and affordability.

- **VT Housing Improvement Program (\$8 million in FY23 One-Time GF, \$2 million in Base & \$5 million in FY23 BAA)**  
Provide incentives to apartment owners and new home buyers to invest in aging and underutilized housing stock.
- **Middle-Income Multi-Family Rental Housing Development Pilot (\$15 million FY23)**  
Increases the supply and supports the development of more modest priced rental units for middle-income Vermont families.
- **Land Use Value Tax Study (\$150 thousand in FY23)**  
Funding for a study to explore the potential economic and community development benefits that can result when communities align their property tax policy to spur revitalization and economic development.
- **American Revolution 250th Anniversary Commission (\$117 thousand in FY23)**  
Funding to provide staffing and organizational support to Vermont's 250<sup>th</sup> Commission and to expand outreach and educational activities in the lead-up to the 250<sup>th</sup> anniversary events, and the commemoration activities statewide from 2025 to 2027.

## *Department of Housing and Community Development (DHCD) FY24*

It is the mission of the Department of Housing and Community Development (DHCD) 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 integrate growth, environmental protection and economic opportunities into our state, regional and local framework.

DHCD provides training, technical assistance and regulatory guidance as well as funding and incentives. Staff helps businesses, individuals, municipalities, and community leaders determine how to maximize their infrastructure, revitalize town centers, protect our historic and cultural resources, promote the working landscape, create jobs, produce, and preserve housing opportunities, and develop new projects that support the state's land use goals and recreational opportunities.

### **Divisions and Programs**

**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. This past year we had an increased focus on funding projects that planned for or produced housing in response to our statewide housing crisis. 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 received 50 applications last 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 sometimes necessary as federal funding has fluctuated year to year, 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.

This past program year VCDP awarded over \$6 million to 23 projects, which leveraged over \$77 million. The funds were awarded to housing, public facility, and planning projects. The VCDP also collects approximately \$200,000 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 ongoing grant funding to support communities and address their needs. Though we have seen modest increases in the program in the past few years, the annual allocation remains below its pre-2010 annual average of \$8 to \$9 million.

VCDP was allocated and additional **\$8.8M in federal funding for Covid-19 response (CDBG-CV)**. This past year \$1.2M of the \$8.8M funding was obligated to four projects and five enhancements to previous awards and leveraged \$1,500. To date, over \$5M has been expended for the CDBG-CV Program and \$171,872 remains to be obligated. The CDBG-CV funds awarded this year anticipate serving 30 businesses with technical assistance; 1,615 persons served by public facilities/services; and 49 affordable housing units have been created/retained.

VCDP funding priorities are established in the HUD Consolidated Plan for Vermont. The Consolidated Plan covers not only the CDBG and CDBG-CV, 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 of 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 the 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 conducted public outreach for the Annual Plan of the Consolidated Plan and of the Programs represented in the Annual Plan none put forth any substantive updates.

Due to the State of Vermont's increasing opioid mortality rate the CDBG Program received another allocation the past year bringing the total to **\$2.2M in CDBG- Recovery Housing Program (RHP)** funding to assist individuals in recovery from substance use disorders to be safely housed. The funding is in support of transitional housing for a two-year period. Staff continue to outreach with various stakeholders and the Agency of Human Services to update the Action Plan for the additional RHP funding. During this past year RHP funds were awarded to 3 projects totaling \$1.2M to create 14 units new units, make available 46 beds and serve approximately 50 individuals.

RHP funding goals are established in Vermont's Recovery Housing Program Action Plan. Vermont's RHP action plan was submitted to HUD through their Disaster Recovery Grant Reporting (DRGR) system which also tracks all funding and performance measures required for RHP. DHCD is required annually to submit a comprehensive annual performance evaluation report to HUD via the DRGR system.

**Housing:** 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 request for proposals and contract for the State's five-year Housing Needs Assessment, general housing policy work, advocating for federal housing resources, administration of the Charitable Housing Investment Tax Credit and during the past year, administration, and coordination of several federal Covid Recovery Housing programs. 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. The DHCD Commissioner also represents the Governor on the Joint Commission for Tax Credits and the Vermont Housing Finance Agency.

Since the beginning of the pandemic, DHCD and the Housing Division was allocated or asked to help manage, coordinate, or provide input on over \$436M in temporary rental housing, shelter capacity, and mortgage relief funding (including utility assistance), including \$165M distributed through the Vermont Emergency Rental Program to assist over 17 thousand households and nearly \$50M through the Homeowner Assistance Program administered by Vermont Housing Finance Agency, \$22.5M of which has been administered; as well as \$338M in new housing development funding distributed through DHCD, Vermont Housing & Conservation Board, and other partners. Utilizing this funding, 4,796 housing units have been created or preserved since 2020, with 409 of those being created through the successful Vermont Housing Improvement Program (VHIP). The \$25M in ARPA-SFR funding approved during the last legislative session (\$20M in BAA, \$5M FY23) for VHIP is likely to be fully obligated prior to the end of FY23 and has been used to create an additional 157 units during the calendar year of 2022.

With historic levels of federal and state funding available and a severe housing crisis fueled by lack of supply, scarcity, and poor-quality housing, DHCD and the Housing Division continues innovate and develop new programs such as a First-Generation Homeowner Purchase & Rehabilitation program and a new pilot Missing Middle-income Homeownership Program. The First-Generation Homeowner Purchase & Rehabilitation program aims to assist the BIPOC community as they have much lower homeownership rates in VT and improve our aging and poor-quality housing stock, making quality affordable homes once again available to Vermonters of modest means. The Missing Middle-income Homeownership Pilot Program is focused on increasing the production and the supply of new modest priced homes, hardworking Vermont families deserve. Further tools to assist housing

creation will be explored in FY24, such as a proposal being jointly developed with Vermont Housing Finance Agency for a Missing Middle Rental unit development pilot.

**Mobile Home Parks Program:** DHCD is tasked with administering Vermont's mobile home park laws, which are designed to protect the safety and rights of owners and residents. DHCD adopted and implements rules concerning mobile home park leases, lot 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 (20 cooperatively owned, 47 non-profits owned, 171 privately owned) are registered with the Mobile Home Park Program with a total of 7,094 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, to 90% up from 89%, and assisting residents and park owners of mobile home parks put up for sale or for closure. The Department also continues to refine and learn from its intake 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 also continues to administer the annual CVOEO First Stop grant which provides direct education, advocacy, and referral services for individual mobile home park residents and has maintained funding at \$80,000.

**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. This year the division expanded its program portfolio to support ongoing pandemic recovery.

**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, historic preservationists, and grant specialists.

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. Hardwick will present their application for consideration at the January 2023 board meeting. The towns of Shelburne, Northfield, and Morristown are currently exploring designation.
- **Village Centers** (230 total, 10 new designations added in 2022). 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 over 100% in the last five years.
- **New Town Centers** (3 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. This year the Town of Berlin was designated.
- **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** (11 total, 2 new designations added in 2022). 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 7 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 2022, the Department allocated \$4.1 million in state tax incentives for 49 projects, supporting more than \$95 million in downtown and village center rehabilitation efforts. Projects awarded include the former US Customs House and Post office in St. Albans City which will transform into mixed commercial use and eight new units of housing, renovation of the 1901 Champlain Theater in Swanton into space for three new commercial tenants and adapting the historic Squire House in Bennington into units of transitional housing for women and children.

**Downtown Transportation Fund:** This program supports revitalization efforts in designated downtowns by making these areas more pedestrian, bike, and transit friendly. In FY22, the program was expanded to include village center eligibility for communities who

have gone through a Better Connections, or similar process. Recently awarded projects include: Walloomsac riverwalk redevelopment in Bennington, sidewalks, lighting, and amenities in Waterbury, wayfinding signage plans in Chester and Vergennes, traffic calming in Warren, street connections and improvements in Springfield, and sidewalk and crosswalk improvements in Fairlee. Since its inception in 1999, the program has invested over \$13 million to support 151 projects in 32 different communities leveraging over \$54 million in additional funding

**CP&R partnerships in 2022 granted or facilitated the distribution of over \$33 million in new funding to support pandemic recovery, local community planning and revitalization efforts:**

- Working Community Challenge: Administered \$2.32 million in grants to support diverse, cross-sector local teams as they focus on the complex challenges of economic opportunity for communities and residents with low incomes.
- Regional Planning Commissions: Pandemic Response and Energy Funding - Vermont's eleven RPCs will each receive \$75,000 to support pandemic response activities through FY24. An additional \$1 million in FY22 funding will support enhanced energy planning and energy plan implementation for municipalities.
- Electric Charging Stations for Multi-Family Housing: The division launched a \$1 million pilot grant program to expand home-site charging options to renters at multi-unit affordable housing and non-profit-owned dwellings.

**CP&R partnerships in 2022 granted or facilitated the distribution of over \$33 million in new funding to support pandemic recovery, local community planning and revitalization efforts:**

- Vermont Everyone Eats: From August 2020 through December 2022, this COVID emergency feeding program has invested \$41.2 million and delivered 3.45 million total meals to food insecure Vermonters in all 14 counties. Everyone Eats has generated more than \$34M in revenue for participating restaurants who employed the hard-hit restaurant sector to prepare meals. Over 260 participating restaurants and 300 VT farmers and food producers have provided approximately \$3.5M worth of Vermont sourced ingredients for meals prepared by restaurants, representing 35% of total ingredients cost. The program was 100% FEMA funded through July 1, 2022, and is now 90% FEMA and 10% State funded through the program end of March 31, 2023.
- Better Places: is a community matching grant program empowering Vermonters to create inclusive and vibrant public places serving Vermont's designated downtowns, village centers, new town centers, or neighborhood development areas. The program is led by the Vermont Department of Housing and Community Development in partnership with the Vermont Department of Health, the Vermont Community Foundation, and Patronicity. The program supports community-led projects (with grants ranging from \$5,000 to \$40,000) that create, revitalize, or activate community gathering areas that bring people together to build welcoming and thriving places. Municipalities, nonprofits, and community groups with a fiscal sponsor are

eligible to apply (until July 2024) and must raise 33% matching funds through a crowdfunding approach. In 2022, the Better Places program supported 18 local projects, crowdfunding over \$201,000 through the generosity of 1257 donors with state matching grants of \$340,000 that leveraged over \$522,000 in investment.

- **Electric Vehicle Charging Stations for Multi-Family Housing:** The division awarded \$1 million in pilot grant funds to expand home-site charging options to renters at multi-unit affordable housing and non-profit-owned dwellings. Public investments to bolster the EVSE network has positioned Vermont as #1 in the nation for the number of EV charging stations per capita. In 2023, the division will launch a new \$10M EVSE program targeted at multi-family homes, workplaces, and destinations like downtowns, villages and state parks.
- **Clean Water Funding:** \$26,400 in grants with Agency of Natural Resources to plan and build stormwater management features into downtowns and village centers.

**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:

- Represented ACCD on the Vermont Climate Council, building consensus around pathways, strategies, and actions to strengthen Vermont's brand, economy, and communities; while driving down emissions, expanding equity and environmental justice, preparing communities for warmer and wetter weather, and removing the carbon already in the atmosphere.
- Continued work with partners including sister agencies, USDA-RD, VHCB, VLCT, Preservation Trust of Vermont, VHFA, AARP-VT, VAC, VCF, Efficiency Vermont, VCRD, and others to identify and coordinate investments to implement community-driven projects.
- Administered \$4.5 million in Regional Planning Commission work plans focused on modernizing local zoning to welcome housing.

**Municipal Planning Grants (MPG):** This year's Municipal Planning Grants, range from \$4,600 to \$39,600 with total requests exceeding \$939,543. Competitively awarded, 47 total applications were reviewed with 24 recipients selected. Funded projects range from streetscape and village center master planning to a water system study, infrastructure needs for increasing childcare, public art plan, and amending zoning rules to expand housing choice using the Zoning for Great Neighborhoods guide. Grants continue to help towns revitalize by adopting useful and relevant municipal plans and capital infrastructure and facility plans, charting the way for strong communities and a better future.

**Division for Historic Preservation:** The Vermont 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. VDHP encourages preservation projects through local and statewide partnerships, project review, educational outreach, State and National Registers listings, and grant and tax credit programs. The National Park Service supports the division with an annual grant to support the federally required duties of the State Historic Preservation Officer (SHPO). Last year's federal award for FFY2022 was \$661,893, which is an increase from FFY2021. SHPO has been informed, based in part on the 2020 census data, that the FFY24 funding for Vermont will be decreased to \$659,384 (decrease of \$2,509). Although this decrease is minimal, it is foreshadowing of future funding levels.

In 2022, VDHP successfully processed twelve nominations to the National Register with 266 historic districts and 12,316 buildings, structures, and sites listed statewide since 1966. The number of nominations processed and forwarded to the National Register of Historic Places for successful designation has increased over the previous five years. One reason for this increase is the Paul Bruhn Historic Revitalization Grant Program administered by the National Park Service; funding requires listing in the National Register of Historic Places within three years of award. Through this program six nominations were evaluated, resulting in the listing of the Rupert Village Historic District (74c/23nc), Addison Town Hall, Governor Hunt House in Vermont, Valley Hall in Hyde Park, Bridgewater Village School, and Broad Brook Grange Hall in Guilford. Another observation is the need to update historic district nominations originally listed in the 1970s and 1980s as buildings and structures have been altered or demolished, and additional historic context information has been researched. The Perley Block in Enosburg Falls and Bull House in Bennington were listed through the Rehabilitation Investment Tax Credit program. Together with the New York SHPO, VT SHPO processes the multiple property documentation form for Canal Boat Wrecks of Lake Champlain in Vermont and New York and the accompanying nomination for the Sloop Island Canal Boat. Eighteen more nominations are presently being processed. Listing in the National Register of Historic Places provides automatic listing in the Vermont State Register of Historic Places; there were no listings just for the State Register. This resulted in the listing of ninety resources, including buildings, structures, and sites individually or as part of historic districts. Thirty-eight properties were evaluated for eligibility for listing in the State Register of Historic Places were done this fiscal year.

**The Barn Grant program**, begun in 1992, is the oldest state barn grant program in the country and cumulatively has provided \$4.41 million in grants to support 455 projects devoted to the repair and restore of historic barns and agricultural outbuildings. Of the 52 applications requesting \$646,120 in funds, 22 projects were awarded grant funds totaling \$299,325. This leverages nearly \$1 million in restoration and rehabilitation efforts and provides approximately 44 preservation and construction jobs for Vermont workers. Funding through the Capital Construction Bill increased the funding for this program from \$200,000 to \$300,000 for fiscal years 2022-2023. In October 2022, for the next grant period, 39 applications were received requesting \$503,940 with total project costs reaching over \$1.43 million; \$300,000 is available. The applications will be reviewed and awarded in February 2023.

Since the **Historic Preservation Grant program** began in 1986, it has provided \$6.08 million in grants for the rehabilitation and preservation of 615 of Vermont's iconic community buildings. In 2022, 20 of the 39 applications submitted were awarded \$321,363, leveraging \$935,463 and about 40 construction jobs. Funding through the Capital Construction Bill increased the funding for this program from \$200,000 to \$300,000 for fiscal years 2022-2023.

Since 2016, 72 Vermont construction projects received **Federal Rehabilitation Investment Tax Credits (RITC)**, with nearly \$23.45 million in qualified rehabilitation expenditures bringing historic properties back into service; total project costs reached over \$140 million. For 2022, fourteen completed projects in nine Vermont towns and cities were granted \$6.8 million in RITC, leveraging more than \$34 million in qualified rehabilitation investment through the employment of contractors and purchasing of materials. The program continues to have great success in supporting development and rehabilitation of housing and despite a pause or delay in construction caused by COVID-19, nine projects were completed in federal fiscal year 2021, while four projects were submitted for Part 2 approval. Of these completed 2022 projects, all involved rehabilitation for housing, resulting in an anticipated 144 units of new or rehabilitated housing. Since 2012, 980 housing units have been created through the RITC program. Projects completed include Squire House in Bennington, Henry Shaw House in Burlington, Fort Ethan Allen Double Calvary and Artillery Barracks in Colchester, East Calais General Store, the Tuttle Block in Rutland, the US Customs House and Post Office in St. Albans, and Stevens House Annex and Colby House in Vergennes. Several of these buildings were underutilized with vacant upper stories that now provide much needed housing. There are 54 active RITC projects at various phases currently being reviewed by VT SHPO and another 40 potential projects have been identified by the Vermont Tax Credit Reviewer. Vermont was visited by our National Park Service Tax Credit Reviewer, along with NPS RITC leadership. The visit, the result of challenges with review timing and increasing Part 2 conditions, included a meeting with select preservation consultants and developers, and three site visits to projects in various phases of progress. This collaboration has improved our interaction with RITC staff and leadership, addressed the challenges of vague Part 2 submittals, reduced the number of conditions applied for Part 2 submittals, and re-established the 30-day review period.

**Certified Local Government Program (CLG):** The CLG program helps 17 communities save the irreplaceable historic character of their places by supporting the active role of local preservation commissions. The City of St. Albans became our newest CLG in September 2020; since 2013, the number of CLG communities has increased by three. Woodstock Village, Woodstock Town, and St. Albans Town have all established local historic preservation commissions and are in the process of applying for CLG designation. For 2022, the CLG funds supported eleven community projects in two rounds with \$73,750 in funding and a local match of \$50,989. These projects include town history tour of Calais, history of performing arts research project in Hartford, survey update and evaluation for Shelburne, National Register nomination examining the national significance of the 1798 Old South Church in Windsor, National Register nomination for the Village of Cambridge, education project exploring the Boyce Hill Town Forest by Mad River Valley Planning District, graveyard conservation program and historic window evaluation at the 1787-1801 Rockingham Meeting House, and educational panels of five landmark buildings along Church Street in St. Albans. Rockingham will be provided program support that

includes educational community programs, staff assistance for the Historic Preservation Commission, and a preservation awards program; and Montpelier will serve as the financial host for the 2022 Downtown and Preservation Conference in St. Johnsbury. Seven applications were received for the 2023 award and outreach continues to all CLG communities for project ideas to ensure the required 10% funding of the Historic Preservation Fund Grant is passed through to the local level. Because of COVID-19, extensions of one year were provided to those projects supported for 2019-2020. This resulted in the National Park Service altering the program schedule to run three years rather than two years for each grant.

**Roadside Historic Site Markers Program:** VDHP is charged with approving and overseeing the creation and installation of Vermont Roadside Historic Site Markers. This is a small state program with a great reach and overwhelming popularity. The program was established in 1947, with the installation of ten markers. Since then, over 300+ site markers have been placed statewide, with one in Virginia, to commemorate events significant to local communities, the state, and nation. More than twenty applications for new markers are submitted annually, a notable increase in the past two years. In fiscal year 2022, ten new or replacement markers were installed, honoring Vermont's history. Such markers include commemoration of Governor Israel Smith's Rutland home, Revolutionary War hero Major Ira Day of Williamstown/Brookfield, Green Mountain Perkins Academy in Woodstock, site of the Hectorville Covered Bridge in Montgomery (bridge in storage), the Guilford Grange Hall, and Stone Church in Poultney now known as Stone Valley Arts. Markers have been installed commemorating significant African Americans such as Dinah, a slave who prompted the Vermont Supreme Court case, *Selectmen of Windsor v Stephen Jacob*, in 1802. The Pate-King House in Burlington is noted as the home of Cleta Pate, who secured a mortgage solely in her name and opened her home as a hotel and apartment. The Pates house was among ten sites in Vermont advertised in Black travel, restaurant, and gas station guides. It was the longest continuously advertised site in Vermont listed in *Hackley and Harrison's Hotel Guide* and the *Negro Motorist's Green Book*. Not yet in production, a marker for African American author Ralph Waldo Ellison has been approved for Fayston, the small hamlet where he began writing the *Invisible Man* (published 1952). Several of these new markers were promoted on Vermont television and public radio, attracting interest, and prompting new marker applications. Eight markers were rehabilitated or replaced due to age, vehicular accidents or vandalism, or text that has proven inappropriate today. In response to recent events across our country, review of all Vermont Roadside Historic Site Markers for cultural humility, accuracy, and context began. Twenty-five new markers are now being reviewed or are in production. The Vermont Covered Bridge Society proposed markers be placed at all standing covered bridges, a list that includes 100 structures; two markers will be placed each year as funding allows. Working with the foundry that has created the markers for Vermont since 1947, a full inventory with dates of production has been created and the online database was updated to reflect the numbers of production. The online interactive map was upgraded from a shortlist story map to an interactive web application, providing full access on all mobile devices, and allows visitors customized tours by marker content type, or regions of the state (it went live in FFY20). The application includes thematic identification that allows study of marker topics, including African Americans, Native Americans, Civil War, Revolutionary War, religious edifices, bridges, education, women's history, and state-owned historic sites. Funding is earmarked for markers related to the Revolutionary War, the founding of our nation, and events/life related to this period; installation shall coincide with the 250<sup>th</sup> Anniversary events of 2025 to

2027. In 2022, the foundry experienced significant delays, increased pricing, and staffing changes. This has resulted in a temporary halt in the production and repair of markers; production in 2023 is expected to take 8 months.

**State-owned Historic Sites:** The State-owned Historic Sites connect visitors to the places where Vermont's history happened. The program stewards 22 historic sites comprised of 85 buildings and structures on 919 acres. This includes a Native American cemetery, homes of Presidents Chester A. Arthur and Calvin Coolidge, two nationally recognized Revolutionary War sites, three architecturally significant buildings representing design and construction from the first half of the 19<sup>th</sup> century, a monument to a Revolutionary War patriot, and the iconic Bennington Battle Monument – the tallest building in the State of Vermont. Due to COVID-19, just six of the nine sites open annually to the public were operating again for this third year. The 2022 seasonal schedule and days/hours were more in line with pre-Covid seasons; these have been expanded further for the 2023 season. All six gift shops were open. Pandemic cleaning measures were implemented once again in coordination with Vermont State Parks, Vermont Historical Society, local historical societies and museums, and the National Park Service's Marsh-Billings-Rockefeller National Historical Park. Outdoor spaces, such as trails and parks, were heavily visited even at the sites closed. Revenues from admissions, gift shop sales, donations, and rentals typically provide 45% of the sites' budget; with Covid in 2020 this number was reduced to less than 15%. The sites welcome an average of 63,000 annually; for 2020 the number of visitors touring the Vermont State Historic Sites reached just 18,214 and during the 2021 season there were 44,229 visitors. For the 2022 season, the historic sites were visited by 42,915 (more visitors explored the outdoor spaces, but we have no mechanism to tabulate visitation). The collected statistics record more than 1.4 million visitors have been welcomed by Vermont's State Historic Sites since 1998. To aid with admissions and gift shop sales/inventory, the Clover system was purchased to enable better documentation, conformity among sites for reporting, and immediate conveyance of documentation to the ACCD financial team.

In January 2021, VT SHPO was informed by VTrans of pending upgrades to the rail line to accommodate the extension of Amtrak passenger service from its current terminus in Rutland north to Burlington and increasing freight rail activity. Due to the exceptionally close proximity of the 1868 New Haven Depot (owned by VDHP since 1975 because of its historical and architectural significance) to the active tracks, VTrans determined it was "necessary to relocate the station to meet the safety standards required for the operation of the Amtrak service at full speeds. At the current location, the proximity of the building requires current freight rail traffic to observe a slow order through this segment to assure that there are no incidents. A slow order will not be possible on a long-term basis for passenger service to be successful." Moreover, the depot greatly obscures sightline distances from the north to the rail line's intersection with U.S. Route 7. Trains cannot stop quickly enough before the intersection because of the obstructed view caused by the historic depot, which has been leased to commercial tenants since 1986. Together with VTrans, VDHP, ACCD, and the Town of New Haven have actively undertaken the relocation of the brick depot 1.6 miles from the railroad tracks to the center of the village. Ownership of the building was transferred in December 2021 to the Town of New Haven, which plans to use it for community activities, support of the historical society, and as a museum. The National Park Service has approved the relocation; thus, the building

shall remain listed in the National Register of Historic Places under Criterion C for its architecture (it will no longer be eligible under Criterion A for its history as a result of the relocation). The move happened January 12, 2022, and the new foundation is being prepared. The final \$30,000 of major maintenance funding included as part of the transfer of ownership and the preservation easement are now being finalized.

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 an estimated 408 diver visits (504 visits in FY21 and 360 visits in FY20). None of the bridges are in service, although some are open to pedestrians; the Scott Bridge reopened to pedestrian traffic in May 2017 and was used for wedding ceremonies throughout the season. Partnering with the Vermont Agency of Transportation (VTrans), in 2018, VDHP has visited all seven bridges to assess conditions and address rehabilitation plans. Two of the bridges have recently been restored and stabilized for pedestrian traffic. Unfortunately, the bridge was damaged by a tree in January 2023; VTrans is working with VDHP to assess damages and outline plans for repairs and funding needs. Plans are underway to use the Fisher Covered Railroad Bridge as part of a rail trail, a rehabilitation project that will stabilize the western abutment. Discussions are ongoing about the treatment of the rail tracks that remain inside the bridge. SHPO and VTrans continue to explore the deaccessioning/demolition plans for two of the bridges due to severe structural issues and a railroad depot too close to the tracks.

Under the stewardship of the Director of Preservation, a position created in 2019, conditions studies are being prepared and major maintenance projects projected for the next ten years. The total appropriation annually for maintenance through the Capital Construction Bill has been below \$350,000; the biennial allocation was \$678,888, which enabled maintenance to progress steadily. The projected maintenance needs are estimated to be over \$1.0 million for the urgent and high priority projects (excluding Bennington Battle Monument). Water and drainage management engineering studies were completed in December 2019 for the Senator Justin S. Morrill State Historic Site, recommending significant deferred and proactive work totaling over \$375,650 for the preservation of this National Historic Landmark property. SHPO received a Save America's Treasures grant in 2021 to address some of the needs at the Morrill Site. The required archaeology was completed in 2022 and will inform the drainage remediation. The archaeology provided insight to the 1851 construction of the building's foundation, which consists on the east side of uncut rounded rocks. In April 2022 a nationally recognized team of specialists were retained to examine the issues at the Bennington Battle Monument, including but not limited to water infiltration, mortar repointing, spalling of stone, structural integrity of metal stair and entry lintels, emergency lighting, and elevator operations. This year-long study has projected \$12 million of necessary stabilization, repairs, and improvements to the monument, which is the second tallest unreinforced masonry building in the United States.

**Project Review:** VDHP reviewed and consulted on 1,863 projects. Management of the projects from submittal to concurrence was completed manually as the project review team, consisting of 4 full-time and 2 very part-time staff, does not have an adequate

computerized system, which would assist the team in more efficiently monitoring and supporting Vermonters. In FFY23, an additional architectural historian will be added to the team and the State Archaeologist shall be curtailing regular involvement but shall continue to oversee consultation for the Green Mountain Forest and Army Corps of Engineers projects. Most significantly in FFY23, a computerized application is being designed to manage projects from submittal to completion following an application just unveiled for the Natural Resources Board overseeing Act 250 permits. This will improve efficiency, accuracy, and productivity. Overall, despite the manual operations they have mastered, the Project Review Team continues to maintain a 96% completion rate within 30 days or less based on programmatic agreement stipulations. The rapid acceleration of projects, especially those for larger hydroelectric dams, is requiring consultation three to four times. Thirteen memorandums of agreement and programmatic agreements were signed for Section 106 and 22 V.S.A. activities (13 were executed in FFY20 and 30 signed in FFY21).

The team reviewed 1,454 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; this is a decrease of 205 projects from FFY20 and 410 projects less than FFY21. Under state statute, VDHP staff processed 240 projects under Criterion 8 of Act 250, which is consistent with FFY21 and presumably continued to be related to construction delays and material shortages caused by Covid. Under Section 248, for Vermont Public Utilities, 79 projects were reviewed and seven memorandums of agreement for adverse effects were executed. The number of projects reviewed under Section 248 was well below that of FFY21 but an expected reduction due to rule changes implemented in 2020 that sparked a notable increase of 87%. For state involvement under 22 VSA chapter 14, 90 projects were reviewed, which is a 41% increase from FFY21 and slightly up from pre-Covid reviews as a result of American Rescue Plan (ARPA) funding.

The review team continues increase time spent on Federal Energy Regulatory Commission (FERC) relicensing of hydroelectric projects. For 2018 to 2024, 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. For FFY21, two memorandums of agreement have been signed with FERC for relicensing projects: one at Bolton Falls in Duxbury and Wrightsville on North Branch in Washington County. There are approximately 22 active FERC projects currently under consultation. Vermont is reviewing the relicenses for 30% of all hydroelectric plants in the United States.

### **Partner Organizations**

DHCD provides grant funding to a number of organizations and these ‘partners’ are critical to achieving outcomes in support of our mission. They include regional and local housing organizations, the Champlain Valley Office of Economic Opportunity’s Mobile Home Program, the Fair Housing Project, downtown organizations, and many more.

A particularly important partnership is with the eleven regional planning commissions (RPCs). This statewide network directly delivers a range of critical services that DHCD would need to provide should this network not exist. The RPCs are established under Vermont law as political subdivisions of the State; they operate under 24 V.S.A., Chapter 177. All municipalities are members of their respective RPC. Core funding for RPCs is derived from the property transfer tax; it represents approximately 10-20% of their total operating budgets. This funding reaches them through annual performance-based grants that DHCD administers. These grants support local planning and bylaw development, regional planning, transportation planning, and work with other agencies relating to economic development, brownfields, energy, emergency management, housing, and natural resource planning. If RPCs did not exist, DHCD would have to substantially increase staff and funding to deliver those services. In every case, DHCD's grant dollars leverage dollars from multiple other sources to complete the RPCs' operating budgets.

### **Budget Issues and Challenges**

In preparation for the FY24 budget cycle, there are several challenges that DHCD must address.

Increased workload and federal program implementation related to COVID-19 response has stressed staff capacity and shifted work responsibilities, but the Department has weathered the storm and benefited from several recent Limited-Service Position hires. The caliber of recent staff hired has increased capacity has already made a difference and will benefit Vermont in the long run with the transformational investments we will be able to make over the next few years. Increases to existing programs and new housing and community development programs funded in the FY22 budget and further increased in the Governor's Proposed FY24 Budget will require at least one classified position as the Limited-Service positions end. Until the last FY DHCD had reduced the number of full-time classified positions and held open vacancies to realize budget savings. Recent increases in federal funding and partnering efforts have reduced the stress on General Fund budget for salaries across most DHCD divisions for the next few years. The Housing Division currently has only two authorized Classified Positions. Last year's budget included dramatic increases in housing programs and included authorization and funding to hire an additional fulltime/classified Housing Programs Coordinator, however we have been unsuccessful in receiving a position from the Position Pool Committee. We will need to receive approval for this position to be successful in delivering the housing programs and priorities of the Governor.

The Division of Historic Preservation continues to have inadequate General Fund support for the authorized staff as well as the substantial capital investments needed at the State-owned Historic Sites in SFY23. The federal support (\$661,893 in FFY22) from the National Park Service is provided to support the required functions and duties of the SHPO, including review of all Section 106 impacts related to federally funded projects. The State of Vermont historic preservation review requirements under 22 V.S.A., Act 250 and Section 248 must be funded from state resources. A review of federal-eligible expenses and state-required duties reveals a

substantial mismatch between required work and adequate state funding. Federal money cannot be used to fund non-federal work, requiring an eventual increase in state funding or decrease in state-mandated work. Moreover, as the number and complexity of project review increased, federal funding shall be decreasing based in part on the 2020 census data.

It is the responsibility of VDHP to steward the state's historic sites scattered throughout all of Vermont; they include 85 separate buildings, structures, sites, monuments, and bridges. As a part of this stewardship, VDHP must ensure that the sites are safe, open, and accessible to the public. This has been a challenge during the COVID-19 pandemic and has resulted in substantial budget increases and reductions in earned revenue at the historic sites in FY21, FY22, and FY23. Increased costs and reduced revenue are projected to continue for FY24. Ongoing capital investments are necessary and form a portion of the Administration's Capital Construction Budget request but the amount that is funded is never enough. As a result, much-needed improvements are deferred resulting in much larger financial consequences for the state. "Band-aid" fixes have become the means by which these properties have limped along. These, along with completing the regular repair/maintenance needs of these properties with fewer staff and resources, places significant stress on the VDHP staff and budget. A close working relationship with the Department of Building and General Services (BGS) has helped lay the foundation for an updated and comprehensive 10-year major maintenance plan that now serves as our directive for maintenance priorities. Maintenance and conditions assessments have outlined several critical projects and daily operational needs. Major repairs will be needed at the Bennington Battle Monument over the next several years, reaching to an estimated \$12M. A formal conditions assessment of the Monument, in coordination with BGS, has been undertaken for an entire year to assess the building during all four seasons. The findings for repair, rehabilitation, and safety are significant. Funding sources are actively sought to support the needed maintenance efforts; a Save America's Treasures Grant from the National Park Service was awarded to the Senator Justin Morrill Homestead in Strafford to undertake remediation of drainage issues plaguing this National Historic Landmark. The funding was matched with Capital Construction Budget funds.

Despite these challenges, the Department is making significant progress on an ambitious agenda of helping Vermonters and their communities. On the Housing side, DHCD's primary goal is to grow the net new units of housing and invest in existing, but off-line housing throughout the state at all income levels and supporting programs and initiatives that accomplish this goal. We have proposed making structural and foundational changes to our zoning, permitting, fee and incentive programs to encourage more housing of all types and sizes in our already built and serviced areas of the state. These changes will have lasting, positive impact for all of Vermont and we need continued support to be successful.

Agency of Commerce and Community Development - Department of Housing & Community Development

Program Name	Measure	Measure Type	Reporting Period	2018	2019	2020	2021	2022
Community Planning and Revitalization (CP&R) - Regional Planning Commission Grants	Total number of municipalities with confirmed town plans	Better Off?	SFY			0	218	242
Community Planning and Revitalization (CP&R) - Regional Planning Commission Grants	Total grants to RPCs	How Much?	SFY			0	2,924,417.00	4,749,418.00
Community Planning and Revitalization (CP&R) - State Designation	Number of designations in the program	How Much?	CY			0	260	272
Community Planning and Revitalization (CP&R) - State Designation	Total amount of tax incentives allocated	Better Off?	SFY			0	3,600,000.00	3,678,910.00
Community Planning and Revitalization (CP&R) - State Designation	Total amount of outside funding leveraged with tax incentives	How Well?	SFY			0	83,000,000.00	79,896,405.00
Community Planning and Revitalization (CP&R) - Regional Planning Commission Grants	Percent of RPCs performing all work plan tasks satisfactorily (no tasks in "Needs Improvement")	How Well?	SFY			0	1	100
Historic Sites	Revenue from gift shop, admission, and rents	How Well?	SFY	433615	444056	85149	336,434	297,309
Historic Sites	Number of Historic Sites Maintenance projects completed/underway/planned	Better Off?	SFY	16	22	12	10	31
Historic Sites	Number of visitors to state-owned Historic Sites	How Much?	CY	62674	63655	18214	42,229	42,915
Housing	How many Mobile Home Park lots are registered	How Well?	CY			7096	7062	6966
Housing	Percent of Mobile Home Park lots are vacant	Better Off?	CY			0.052	0.049	0.046
Housing	Percent of Mobile Home parks in the State are registered	How Much?	CY			0.98	0.995	0.9535
Vermont Division For Historic Preservation (VDHP)	How many Barn Grant applications were submitted	How Much?	SFY	45	51	39	44	50
Vermont Division For Historic Preservation (VDHP)	How many Barn Grants were awarded	Better Off?	SFY	17	15	19	20	22
Vermont Division For Historic Preservation (VDHP)	How much money did the Barn Grants leverage	How Well?	SFY	815131	619023	646369	594949	999,674

Agency of Commerce and Community Development - Department of Housing & Community Development

Please provide a descriptive program name	Must be an appropriation level dept ID	Please provide a narrative description of the purpose of this program and the context in which it operates. State the goal of this program and answer the questions: What is the role this program play in contributing to the agency's mission? Is there a particular segment of the population served by this program?	Please provide a narrative description of the services provided by this program. Answer the questions: What do you do within this program to achieve the stated goals stated led? What specific services are provided?	Link to program's externally facing website	Calculated by formula
Program Name	Appropriation Dept ID	Program Purpose and Context	Program Services Provided	Program Website	Number of Measures Reported
Community Planning and Revitalization (CP&R) - State Designation	No appropriation	<p>State Designation Program - The Downtown, Village Center, New Town Center, Growth Center designations support Vermont's goal of fostering compact and vibrant urban centers. The downtown and village center rehabilitation tax credits help to stimulate private investment needed to restore historic buildings and jump start community revitalization.</p> <ul style="list-style-type: none"> <li>•Downtowns: This program provides grants, tax credits, and technical assistance to keep Vermont's historic, regional centers of commerce strong and vital.</li> <li>•Village Centers: 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 100% (98 to 216) in the last six years.</li> <li>•New Town Centers: This program is designed to help communities without a traditional downtown, but with the ability to plan and develop a new downtown.</li> <li>•Growth Centers: 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.</li> <li>•Neighborhood Development Areas: 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.</li> </ul>	<p>The Department of Housing and Community Development manages the state designation programs – Downtowns, Village Centers, New Town Centers, Growth Centers and Neighborhood Development Areas. These programs work together to provide incentives, align policies and give communities the technical assistance needed to encourage new development and redevelopment in our compact, designated areas. The program's incentives are for both the public and private sector within the designated area, including tax credits for historic building rehabilitations and code improvements, permitting benefits for new housing, funding for transportation-related public improvements and priority consideration for other state grant programs.</p>	<p><a href="https://accd.vermont.gov/community-development/designation-programs/village-centers">https://accd.vermont.gov/community-development/designation-programs/village-centers</a>, <a href="https://accd.vermont.gov/community-development/designation-programs/downtowns">https://accd.vermont.gov/community-development/designation-programs/downtowns</a>, <a href="https://accd.vermont.gov/community-development/designation-programs/new-town-centers">https://accd.vermont.gov/community-development/designation-programs/new-town-centers</a>, <a href="https://accd.vermont.gov/community-development/designation-programs/neighborhood-development-areas">https://accd.vermont.gov/community-development/designation-programs/neighborhood-development-areas</a>, <a href="https://accd.vermont.gov/community-development/designation-programs/growth-centers">https://accd.vermont.gov/community-development/designation-programs/growth-centers</a></p>	3
Community Planning and Revitalization (CP&R) - Regional Planning Commission Grants	7110010154	<p>Regional Planning Commission Grants - The Municipal and Regional Planning Fund is disbursed to regional planning commissions for the purpose of assisting municipal and regional planning commissions to provide regional planning services. Disbursement of funding to regional planning commissions shall be predicated upon meeting performance goals and targets pursuant to the terms of the performance contract. RPCs will be responsible for:</p> <ol style="list-style-type: none"> <li>1. Regional Planning</li> <li>2. Municipal Planning and Technical Assistance</li> <li>3. Regional Training and Education for Municipalities</li> <li>4. Support for Statewide Initiatives</li> <li>5. Core Functions &amp; Implementation Assistance</li> <li>6. Pandemic Response</li> </ol>	<p>The Municipal and Regional Planning Fund for the purpose of assisting municipal and regional planning commissions to carry out the intent of this chapter shall be disbursed to the Secretary of Commerce and Community Development for performance grants with regional planning commissions to provide regional planning services pursuant to section 4341a of this title, and allocations for performance grant funding to regional planning commissions shall be determined according to a formula to be adopted by rule under 3 V.S.A. chapter 25 by the Department for the assistance of the regional planning commissions. Disbursement of funding to regional planning commissions shall be predicated upon meeting performance goals and targets pursuant to the terms of the performance contract.</p>	<p>No specific website for the Regional Planning Grant Program: <a href="https://accd.vermont.gov/community-development/town-future">accd.vermont.gov/community-development/town-future</a></p>	3
Historic Sites	7110010140	<p>Historic Sites Program- 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 1,536,416 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 (seven sites open for COVID 2020 season). 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: CY20 &amp; CY21; Measures 2 &amp; 3: SFY21 &amp; SFY22)</p>	<p>The State Historic Sites are open to the public, providing annual experiences and education. Each year we assess our offerings for the best education possible. Our admissions fees are adjusted to best serve the visiting public; this year we started offering veterans fee admission and we increased some of our fees to ensure we are able to provide proper operations and maintenance. The days and hours of operations are evaluated each year to best meet the desires of our traveling public. It was noted in 2022 that visitors are showing up for tours more during the week and not just on weekends; our days of operations were adjusted for 2023 to better serve them. We are working to engage local and experienced contractors to perform major maintenance projects that will better protect and preserve our sites, while ensuring the safety of our visitors and staff. Old Constitution House has been closed since Covid and is now plagued by mold. We have applied for a grant to install a new environmental system and will keep the building closed until it is safe. We have requested the 56 seasonals approved for hire each year be raised to 70, allowing greater flexibility of their skills and interests to cover the limited full-time staff. There is much to be done at the sites, but we are making great progress and our public interface and experiences are improving.</p>	<p><a href="http://historicsites.vermont.gov">historicsites.vermont.gov</a></p>	3
Housing	7110010160	<p>The DHCD administers statutory requirements and has adopted rules concerning mobile home park leases, lot rent increases, mediation of increases more than the CPI-housing index, and sale or closure of mobile home parks, and conducts an annual registration of the state's 238 mobile home parks, and has adopted rules for the warranty of habitability contained in the statute, and investigates complaints of violations of the statute by park owners pursuant to the Housing Division Rules, and may issue a NOAI and administrative penalty or refer violations to the Office of the Attorney General. The population served by this program are residents of Vermont's mobile home parks. (Measures 1, 2 &amp; 3: CY19 &amp; CY20)</p>	<p>DHCD assists mobile home park owners with the legal requirements for lot rent increases and park sale and closure notices, and reviews the same; meets with residents of parks notified for sale or closure; provides for mediation of disputed lot rent increases, maintains webpages for park owners and residents, and publishes the registry list of mobile home parks. DHCD staff conduct intake and investigate complaints of alleged violations of the statute by park owners, and attempts to resolve them.</p>	<p><a href="https://accd.vermont.gov/housing/mobile-h">https://accd.vermont.gov/housing/mobile-h</a></p>	3
Vermont Division For Historic Preservation (VDHP)	7110010130	<p>Historic Preservation Grant Program- Preserving Vermont's Historic Landmark Community Buildings: This matching grant program helps municipalities and nonprofits repair and maintain the iconic historic municipal buildings gracing our downtowns and village centers. Grants of up to \$20,000 are awarded to repair roofs, structural elements, windows, foundations, cupolas and more. (Measures 1, 2 &amp; 3: SFY21 &amp; SFY22)</p>	<p>Funding was increased for SFY22. For the 2022 grant cycle, 41 applications were received, requesting \$639,596 with just \$299,325 available. Nineteen of those projects were awarded, leveraging just over \$1.0 million in project costs and 28 construction jobs. For the 2023 grant cycle, 20 projects were awarded, with four alternates and 14 projects not funded. The number of project requests continued to remain steady, project costs rise, and thus the number of projects awarded is rather consistent despite the \$100,000 increase for these two fiscal years.</p>	<p><a href="https://accd.vermont.gov/historic-preservation/funding/historic-preservation-grants">accd.vermont.gov/historic-preservation/funding/historic-preservation-grants</a></p>	3

# Department of Economic Development

Joan Goldstein, Commissioner

Brett Long, Deputy Commissioner

FY 2024 Governor's Recommend	\$ 12,288,412
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**Fiscal Year 2024 Budget Development Form - Department of Economic Development**

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	All other \$\$	Total \$\$	Related Strategic Plan Outcome
<b>Approp #1 Economic Development: FY 2023 Approp</b>	<b>5,065,846</b>	<b>2,905,350</b>	<b>3,932,132</b>	<b>2,469,173</b>	<b>0</b>	<b>14,372,501</b>	
<b>FY 2023 Other Changes</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Approp. After FY 2023 Other Changes</b>	<b>5,065,846</b>	<b>2,905,350</b>	<b>3,932,132</b>	<b>2,469,173</b>	<b>0</b>	<b>14,372,501</b>	
<b>Personal Services</b>							
Base Salaries	74,452	2,039	(18,696)			57,795	Structural Statewide Pressure
Retirement Rate	30,477	1,357	778			32,612	Structural Statewide Pressure
Fringe Benefits (non-retirement)	61,458	1,236	(5,724)			56,970	Structural Statewide Pressure
						-	
						-	
<b>Grand Total Salary/Benefit change</b>	<b>166,387</b>	<b>4,632</b>	<b>(23,642)</b>	<b>-</b>	<b>-</b>	<b>147,377</b>	Modernize and Improve Government
Internal Service Fee - Workers Comp						-	Structural Statewide Pressure
Contracted 3rd Party Services - EB-5 spending authority reduction		(22,016)				(22,016)	Grow the Economy
						-	
<b>Total Personal Services Change</b>	<b>166,387</b>	<b>(17,384)</b>	<b>(23,642)</b>	<b>-</b>	<b>-</b>	<b>125,361</b>	
<b>Operating</b>							
Internal Service Fees - base change (Insurances, VISION, ADS Allocated Fee) - Funding Change for GL - reduced EB-5 cash balance	18,188	(17,984)				204	Structural Statewide Pressure
SLA increase: Salesforce License Fees and ADS Support						-	Modernize and Improve Government
						-	
Net Operating changes: marketing, business recruitment, travel, equipment	4,509	(3,561)	(5,997)			(5,049)	Structural Statewide Pressure
<b>Total Operating Change</b>	<b>22,697</b>	<b>(21,545)</b>	<b>(5,997)</b>	<b>-</b>	<b>-</b>	<b>(4,845)</b>	
<b>Grants</b>							
RDC	200,000					200,000	
VT Employee Ownership Center (VEOC)	3,483					3,483	
Vt Small Business Development Center (VT SBDC)	31,489					31,489	
Windham County Economic Dev Program - transferred to BDCC in FY22 per legislation		(2,250,000)				(2,250,000)	Grow the Economy
NBRC VOREC Award			391,667			391,667	Grow the Economy
STEP Award Grant increase			64,256			64,256	Grow the Economy
Newport Economic Development Program - Property Settlement funds - program in progress				(645,500)		(645,500)	Grow the Economy
						-	
<b>Total Grants Change</b>	<b>234,972</b>	<b>(2,250,000)</b>	<b>455,923</b>	<b>(645,500)</b>	<b>-</b>	<b>(2,204,605)</b>	
<b>Subtotal of Increases/Decreases</b>	<b>424,056</b>	<b>(2,288,929)</b>	<b>426,284</b>	<b>(645,500)</b>	<b>-</b>	<b>(2,084,089)</b>	
<b>FY 2024 Governor Recommend</b>	<b>5,489,902</b>	<b>616,421</b>	<b>4,358,416</b>	<b>1,823,673</b>	<b>-</b>	<b>12,288,412</b>	
<b>Economic Development FY 2023 Appropriation</b>	<b>5,065,846</b>	<b>2,905,350</b>	<b>3,932,132</b>	<b>2,469,173</b>	<b>-</b>	<b>14,372,501</b>	
<b>Reductions and Other Changes</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FY 2023 Total After Other Changes</b>	<b>5,065,846</b>	<b>2,905,350</b>	<b>3,932,132</b>	<b>2,469,173</b>	<b>-</b>	<b>14,372,501</b>	
<b>TOTAL INCREASES/DECREASES</b>	<b>424,056</b>	<b>(2,288,929)</b>	<b>426,284</b>	<b>(645,500)</b>	<b>-</b>	<b>(2,084,089)</b>	
<b>Economic Development FY 2024 Governor Recommend</b>	<b>5,489,902</b>	<b>616,421</b>	<b>4,358,416</b>	<b>1,823,673</b>	<b>-</b>	<b>12,288,412</b>	

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State of Vermont

FY2024 Governor's Recommended Budget: Rollup Report

Organization: 7120010000 - Economic Development

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Salaries and Wages	1,795,191	1,541,950	1,541,950	1,599,745	57,795	3.7%
Fringe Benefits	906,894	868,142	868,142	957,724	89,582	10.3%
Contracted and 3rd Party Service	644,918	1,445,511	1,445,511	1,423,495	(22,016)	-1.5%
PerDiem and Other Personal Services	3,185	823,025	823,025	823,025	0	0.0%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>3,350,188</b>	<b>4,678,628</b>	<b>4,678,628</b>	<b>4,803,989</b>	<b>125,361</b>	<b>2.7%</b>

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Equipment	2,045	0	0	0	0	0.0%
IT/Telecom Services and Equipment	118,125	163,227	163,227	164,407	1,180	0.7%
IT Repair and Maintenance Services	11,200	15,880	15,880	15,880	0	0.0%
Other Operating Expenses	27,617	3,470	3,470	28,000	24,530	706.9%
Other Rental	5,011	7,850	7,850	7,850	0	0.0%
Other Purchased Services	436,555	722,738	722,738	695,020	(27,718)	-3.8%
Property and Maintenance	40	0	0	0	0	0.0%
Property Rental	175	200	200	200	0	0.0%
Supplies	26,211	52,661	52,661	52,661	0	0.0%
Travel	44,705	89,698	89,698	86,861	(2,837)	-3.2%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>671,684</b>	<b>1,055,724</b>	<b>1,055,724</b>	<b>1,050,879</b>	<b>(4,845)</b>	<b>-0.5%</b>

Budget Object Group: 3. GRANTS

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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Rollup Report**

**Organization: 7120010000 - Economic Development**

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Grants Rollup	3,522,851	8,638,149	8,638,149	6,433,544	(2,204,605)	-25.5%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>3,522,851</b>	<b>8,638,149</b>	<b>8,638,149</b>	<b>6,433,544</b>	<b>(2,204,605)</b>	<b>-25.5%</b>

<b>Total Expenditures</b>	<b>7,544,723</b>	<b>14,372,501</b>	<b>14,372,501</b>	<b>12,288,412</b>	<b>(2,084,089)</b>	<b>-14.5%</b>
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Fund Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
General Funds	4,619,058	5,065,846	5,065,846	5,489,902	424,056	8.4%
Special Fund	848,688	2,905,350	2,905,350	616,421	(2,288,929)	-78.8%
Coronavirus Relief Fund	0	0	0	0	0	0.0%
Federal Funds	1,618,180	3,932,132	3,932,132	4,358,416	426,284	10.8%
IDT Funds	458,798	2,469,173	2,469,173	1,823,673	(645,500)	-26.1%
<b>Funds Total</b>	<b>7,544,723</b>	<b>14,372,501</b>	<b>14,372,501</b>	<b>12,288,412</b>	<b>(2,084,089)</b>	<b>-14.5%</b>

Position Count	22
FTE Total	22

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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

Organization: 7120010000 - Economic Development

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

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Salaries and Wages</b>							
Description	Code						
Classified Employees	500000	1,780,507	1,215,946	1,215,946	1,243,654	27,708	2.3%
Exempt	500010	0	391,623	391,623	421,710	30,087	7.7%
Overtime	500060	14,684	7,000	7,000	7,000	0	0.0%
Vacancy Turnover Savings	508000	0	(72,619)	(72,619)	(72,619)	0	0.0%
<b>Total: Salaries and Wages</b>		<b>1,795,191</b>	<b>1,541,950</b>	<b>1,541,950</b>	<b>1,599,745</b>	<b>57,795</b>	<b>3.7%</b>

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Fringe Benefits</b>							
Description	Code						
FICA - Classified Employees	501000	131,343	93,023	93,023	95,136	2,113	2.3%
FICA - Exempt	501010	0	29,958	29,958	32,261	2,303	7.7%
Health Ins - Classified Empl	501500	312,491	279,406	279,406	298,448	19,042	6.8%
Health Ins - Exempt	501510	0	38,746	38,746	71,578	32,832	84.7%
Retirement - Classified Empl	502000	427,923	310,065	310,065	332,056	21,991	7.1%
Retirement - Exempt	502010	0	81,355	81,355	91,976	10,621	13.1%
Dental - Classified Employees	502500	18,100	15,355	15,355	15,354	(1)	0.0%
Dental - Exempt	502510	0	3,412	3,412	3,412	0	0.0%
Life Ins - Classified Empl	503000	7,040	5,440	5,440	6,232	792	14.6%
Life Ins - Exempt	503010	0	1,481	1,481	1,120	(361)	-24.4%
LTD - Classified Employees	503500	720	0	0	177	177	100.0%

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FY2024 Governor's Recommended Budget: Detail Report

Organization: 7120010000 - Economic Development

Fringe Benefits		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
LTD - Exempt	503510	0	657	657	709	52	7.9%
EAP - Classified Empl	504000	776	595	595	612	17	2.9%
EAP - Exempt	504010	0	132	132	136	4	3.0%
Employee Tuition Costs	504530	2,300	1,200	1,200	1,200	0	0.0%
Workers Comp - Ins Premium	505200	6,201	7,317	7,317	7,317	0	0.0%
<b>Total: Fringe Benefits</b>		<b>906,894</b>	<b>868,142</b>	<b>868,142</b>	<b>957,724</b>	<b>89,582</b>	<b>10.3%</b>

Contracted and 3rd Party Service		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Contr&3Rd Party-Fulfillment	507020	0	0	0	0	0	0.0%
Contr & 3Rd Party - Financial	507100	6,101	0	0	0	0	0.0%
Contr & 3Rd Party - Legal	507200	0	25,316	25,316	3,300	(22,016)	-87.0%
Contr&3Rd Pty-Educ & Training	507350	112,736	2,400	2,400	2,400	0	0.0%
IT Contracts - Servers	507543	9,250	19,500	19,500	19,500	0	0.0%
Creative/Development-Web	507562	0	0	0	0	0	0.0%
Advertising/Marketing-Other	507563	170,054	75,000	75,000	75,000	0	0.0%
IT Contracts - Application Development	507565	12,639	20,000	20,000	20,000	0	0.0%
IT Contracts - Application Support	507566	0	19,018	19,018	19,018	0	0.0%
Other Contr and 3Rd Pty Serv	507600	334,138	1,284,277	1,284,277	1,284,277	0	0.0%
Recording & Other Fees	507620	0	0	0	0	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>644,918</b>	<b>1,445,511</b>	<b>1,445,511</b>	<b>1,423,495</b>	<b>(22,016)</b>	<b>-1.5%</b>

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FY2024 Governor's Recommended Budget: Detail Report

Organization: 7120010000 - Economic Development

PerDiem and Other Personal Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Catamount Health Assessment	505700	135	0	0	0	0	0.0%
Per Diem	506000	3,050	3,500	3,500	3,500	0	0.0%
Other Pers Serv	506200	0	819,525	819,525	819,525	0	0.0%
<b>Total: PerDiem and Other Personal Services</b>		<b>3,185</b>	<b>823,025</b>	<b>823,025</b>	<b>823,025</b>	<b>0</b>	<b>0.0%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>3,350,188</b>	<b>4,678,628</b>	<b>4,678,628</b>	<b>4,803,989</b>	<b>125,361</b>	<b>2.7%</b>

Budget Object Group: 2. OPERATING

Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Other Equipment	522400	0	0	0	0	0	0.0%
Office Equipment	522410	570	0	0	0	0	0.0%
Furniture & Fixtures	522700	1,475	0	0	0	0	0.0%
<b>Total: Equipment</b>		<b>2,045</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

IT/Telecom Services and Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Software-License-Servers	516557	0	8,733	8,733	11,845	3,112	35.6%

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Organization: 7120010000 - Economic Development

IT/Telecom Services and Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Software-License-DeskLaptop PC	516559	0	0	0	0	0	0.0%
ADS VOIP Expense	516605	278	5,420	5,420	5,420	0	0.0%
Telecom-Mobile Wireless Data	516623	5,656	6,800	6,800	6,800	0	0.0%
Telecom-Telephone Services	516652	0	0	0	0	0	0.0%
Telecom-Toll Free Phone Serv	516657	0	100	100	100	0	0.0%
Telecom-Conf Calling Services	516658	0	50	50	50	0	0.0%
Telecom-Wireless Phone Service	516659	14,250	11,550	11,550	11,550	0	0.0%
ADS Enterp App Supp SOV Emp Exp	516660	38,300	82,617	82,617	82,617	0	0.0%
ADS End User Computing Exp.	516662	2,485	0	0	0	0	0.0%
ADS EA SOV Employee Expense	516667	1,804	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	0	0	0	0	0	0.0%
ADS Centrex Exp.	516672	0	2,731	2,731	2,731	0	0.0%
ADS PM SOV Employee Expense	516683	11,198	0	0	0	0	0.0%
ADS Allocation Exp.	516685	26,933	28,940	28,940	29,008	68	0.2%
Hw - Computer Peripherals	522201	1,464	0	0	0	0	0.0%
Hardware - Desktop & Laptop Pc	522216	14,476	12,800	12,800	10,800	(2,000)	-15.6%
Hw-Personal Mobile Devices	522258	1,280	3,486	3,486	3,486	0	0.0%
Software - Desktop	522286	0	0	0	0	0	0.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>118,125</b>	<b>163,227</b>	<b>163,227</b>	<b>164,407</b>	<b>1,180</b>	<b>0.7%</b>

IT Repair and Maintenance Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Repair & Maint - Office Tech	513010	0	3,000	3,000	3,000	0	0.0%

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Organization: 7120010000 - Economic Development

IT Repair and Maintenance Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Software-Repair&Maint-Servers	513056	11,200	12,880	12,880	12,880	0	0.0%
<b>Total: IT Repair and Maintenance Services</b>		<b>11,200</b>	<b>15,880</b>	<b>15,880</b>	<b>15,880</b>	<b>0</b>	<b>0.0%</b>

Other Operating Expenses		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Single Audit Allocation	523620	27,606	3,470	3,470	28,000	24,530	706.9%
Registration & Identification	523640	11	0	0	0	0	0.0%
Bank Service Charges	524000	0	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>27,617</b>	<b>3,470</b>	<b>3,470</b>	<b>28,000</b>	<b>24,530</b>	<b>706.9%</b>

Other Rental		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Rental - Auto	514550	528	3,350	3,350	3,350	0	0.0%
Rental - Other	515000	4,483	4,500	4,500	4,500	0	0.0%
<b>Total: Other Rental</b>		<b>5,011</b>	<b>7,850</b>	<b>7,850</b>	<b>7,850</b>	<b>0</b>	<b>0.0%</b>

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FY2024 Governor's Recommended Budget: Detail Report

Organization: 7120010000 - Economic Development

Other Purchased Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	12,451	20,792	20,792	20,792	0	0.0%
Insurance - General Liability	516010	32,925	31,246	31,246	31,246	0	0.0%
Dues	516500	57,521	74,975	74,975	74,975	0	0.0%
Advertising-Radio	516812	2,299	0	0	0	0	0.0%
Advertising-Print	516813	2,210	12,150	12,150	12,150	0	0.0%
Advertising-Web	516814	97,172	173,700	173,700	173,700	0	0.0%
Advertising-Other	516815	0	0	0	0	0	0.0%
Advertising - Job Vacancies	516820	336	500	500	500	0	0.0%
Client Meetings	516855	0	3,700	3,700	3,700	0	0.0%
Trade Shows & Events	516870	161,014	297,746	297,746	251,525	(46,221)	-15.5%
Giveaways	516871	3,497	0	0	0	0	0.0%
Sponsorships	516872	32,975	7,000	7,000	20,000	13,000	185.7%
Photography	516875	0	1,000	1,000	1,000	0	0.0%
Printing and Binding	517000	327	1,100	1,100	1,100	0	0.0%
Printing & Binding-Bgs Copy Ct	517005	288	825	825	825	0	0.0%
Printing-Promotional	517010	0	1,600	1,600	1,600	0	0.0%
Registration For Meetings&Conf	517100	15,707	15,284	15,284	15,284	0	0.0%
Postage	517200	53	100	100	100	0	0.0%
Postage - Bgs Postal Svcs Only	517205	23	300	300	300	0	0.0%
Freight & Express Mail	517300	2,055	2,550	2,550	2,550	0	0.0%
Instate Conf, Meetings, Etc	517400	100	600	600	600	0	0.0%
Other Purchased Services	519000	14,627	77,570	77,570	82,937	5,367	6.9%
Human Resources Services	519006	0	0	0	136	136	100.0%
Moving State Agencies	519040	976	0	0	0	0	0.0%
<b>Total: Other Purchased Services</b>		<b>436,555</b>	<b>722,738</b>	<b>722,738</b>	<b>695,020</b>	<b>(27,718)</b>	<b>-3.8%</b>

Report ID: VTPB-07\_GOV REC  
 Run Date: 01/17/2023  
 Run Time: 09:44 AM

**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

Organization: 7120010000 - Economic Development

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Property and Maintenance</b>							
Description	Code						
Disposal	510200	40	0	0	0	0	0.0%
Other Repair & Maint Serv	513200	0	0	0	0	0	0.0%
<b>Total: Property and Maintenance</b>		<b>40</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Property Rental</b>							
Description	Code						
Rent Land&Bldgs-Non-Office	514010	175	200	200	200	0	0.0%
<b>Total: Property Rental</b>		<b>175</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>0</b>	<b>0.0%</b>

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Supplies</b>							
Description	Code						
Office Supplies	520000	1,869	3,120	3,120	3,120	0	0.0%
Gasoline	520110	36	2,250	2,250	2,250	0	0.0%
Other General Supplies	520500	82	200	200	200	0	0.0%
It & Data Processing Supplies	520510	281	700	700	700	0	0.0%
Food	520700	100	0	0	0	0	0.0%
Books&Periodicals-Library/Educ	521500	0	0	0	0	0	0.0%
Subscriptions	521510	22,482	46,391	46,391	46,391	0	0.0%
Subscriptions Other Info Serv	521515	1,360	0	0	0	0	0.0%

Report ID: VTPB-07\_GOV REC  
 Run Date: 01/17/2023  
 Run Time: 09:44 AM

State of Vermont

FY2024 Governor's Recommended Budget: Detail Report

Organization: 7120010000 - Economic Development

Supplies		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
<b>Total: Supplies</b>		26,211	52,661	52,661	52,661	0	0.0%

Travel		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	2,763	12,300	12,300	12,300	0	0.0%
Travel-Inst-Other Transp-Emp	518010	1,455	1,020	1,020	1,020	0	0.0%
Travel-Inst-Meals-Emp	518020	58	150	150	150	0	0.0%
Travel-Inst-Lodging-Emp	518030	307	1,800	1,800	1,800	0	0.0%
Travel-Inst-Incidentals-Emp	518040	23	500	500	500	0	0.0%
Travel-Inst-Auto Mileage-Nonemp	518300	1,834	4,200	4,200	4,200	0	0.0%
Travel-Inst-Meals-Nonemp	518320	730	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	760	2,200	2,200	2,200	0	0.0%
Travel-Outst-Other Transp-Emp	518510	11,515	20,010	20,010	19,173	(837)	-4.2%
Travel-Outst-Meals-Emp	518520	2,602	7,150	7,150	7,150	0	0.0%
Travel-Outst-Lodging-Emp	518530	21,027	34,928	34,928	32,928	(2,000)	-5.7%
Travel-Outst-Incidentals-Emp	518540	1,629	5,440	5,440	5,440	0	0.0%
Travel-Outst-Meals-Nonemp	518720	0	0	0	0	0	0.0%
<b>Total: Travel</b>		44,705	89,698	89,698	86,861	(2,837)	-3.2%

<b>Total: 2. OPERATING</b>		671,684	1,055,724	1,055,724	1,050,879	(4,845)	-0.5%
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**Budget Object Group: 3. GRANTS**

Report ID: VTPB-07\_GOV REC  
 Run Date: 01/17/2023  
 Run Time: 09:44 AM

**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

**Organization: 7120010000 - Economic Development**

Grants Rollup		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Grants To Municipalities	550000	0	0	0	0	0	0.0%
Grants	550220	1,266,104	1,386,104	1,386,104	1,621,076	234,972	17.0%
Other Grants	550500	2,256,747	7,252,045	7,252,045	4,812,468	(2,439,577)	-33.6%
<b>Total: Grants Rollup</b>		<b>3,522,851</b>	<b>8,638,149</b>	<b>8,638,149</b>	<b>6,433,544</b>	<b>(2,204,605)</b>	<b>-25.5%</b>
<b>Total: 3. GRANTS</b>		<b>3,522,851</b>	<b>8,638,149</b>	<b>8,638,149</b>	<b>6,433,544</b>	<b>(2,204,605)</b>	<b>-25.5%</b>

<b>Total Expenditures</b>		<b>7,544,723</b>	<b>14,372,501</b>	<b>14,372,501</b>	<b>12,288,412</b>	<b>(2,084,089)</b>	<b>-14.5%</b>
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Fund Name	Fund Code	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
General Fund	10000	4,619,058	5,065,846	5,065,846	5,489,902	424,056	8.4%
Misc Fines & Penalties	21054	0	60,000	60,000	60,000	0	0.0%
Captive Insurance Reg & Suprv	21085	550,954	530,350	530,350	531,421	1,071	0.2%
Inter-Unit Transfers Fund	21500	458,798	2,469,173	2,469,173	1,823,673	(645,500)	-26.1%
ACCD-Miscellaneous Receipts	21820	8,215	15,000	15,000	15,000	0	0.0%
Windham County Development Fund	21898	261,361	2,250,000	2,250,000	0	(2,250,000)	-100.0%
EB-5 Special Fund	21919	28,159	50,000	50,000	10,000	(40,000)	-80.0%
Federal Revenue Fund	22005	1,618,180	3,932,132	3,932,132	4,358,416	426,284	10.8%
Coronavirus Relief Fund	22045	0	0	0	0	0	0.0%
<b>Funds Total</b>		<b>7,544,723</b>	<b>14,372,501</b>	<b>14,372,501</b>	<b>12,288,412</b>	<b>(2,084,089)</b>	<b>-14.5%</b>

Position Count	22
FTE Total	22.00

Report ID: VTPB-28-GRANTS\_OUT

Run Date: 2/2/2023

Run Time: 3:48 PM

State of Vermont  
FY2024 Governor's Recommended Budget  
Grants Out Inventory Report



**7120010000 - Economic Development**

Budget Request Code	Fund	Justification	Budgeted Amount
13459	21054	Newport Economic Development	\$60,000
13459	10000	VT Employee Ownership Center	\$73,143
13459	22005	NBRC Capacity Grants	\$120,000
13459	22005	SBA - STEP International Trade	\$159,000
13459	10000	Entrepreneurship Performance Grants	\$200,000
13459	10000	Small Business Dev Ctr - Bus Support	\$388,889
13459	22005	NBRC VT Outdoor Recreation (VOREC)	\$391,667
13459	21500	Newport Economic Development	\$1,000,000
13459	10000	VT Training Program	\$1,207,741
13459	22005	EPA - Revolving Loan Fund - Brownfield	\$1,367,000
13459	10000	RDC Block Grants	\$1,466,104
<b>Total</b>			<b>\$6,433,544</b>

Report ID:VTPB-23-IDT

Run Date: 2/2/2023

Run Time:4:38 PM

**State of Vermont**  
**FY2024 Governor's Recommended Budget**  
**Interdepartmental Transfers Inventory Report**



**7120010000 - Economic Development**

<b>Budget Request Code</b>	<b>Fund</b>	<b>Justification</b>	<b>Budgeted Amount</b>
13461	21500	BU 01100 - Administration Agency - AoA ARPA/Act 74 Admin Costs	\$823,673
13461	21500	BU 01180 - BGS Newport Economic Development Settlement	\$1,000,000
<b>Total</b>			<b>\$1,823,673</b>

Report ID: VTPB-24-FED\_RECEIPTS

Run Date: 2/2/2023

Run Time: 3:54 PM

**State of Vermont**  
**FY2024 Governor's Recommended Budget**  
**Federal Receipts Inventory Report**



**7120010000 - Economic Development**

Budget Request Code	Fund	Justification	Budgeted Amount
13460	22005	CFDA 90.601 NBRC: Northern Border Regional Commission - Capacity	\$250,000
13460	22005	CFDA 59.061 SBA: State Trade & Export Promotion (Int'l Trade - STEP)	\$306,420
13460	22005	CFDA 90.601 NBRC: Northern Border Regional Commission - VOREC	\$391,667
13460	22005	CFDA 12.002 DOD: Procurement Technical Assistance for Business Firms (PTAC)	\$633,197
13460	22005	CFDA 66.818 EPA: Brownfield Assessment & Cleanup Cooperative Agreements	\$1,375,000
13460	22005	CFDA 12.617 DOD: Economic Adjustment Assistance (Business Support OEA-NE)	\$1,402,132
<b>Total</b>			<b>\$4,358,416</b>

**Department of Economic Development Contracts**

**FY 24 CONTRACT DETAIL**

<b>Name/Type</b>	<b>Account Code</b>	<b>FY 2024 Contracts Request</b>	<b>General Fund</b>	<b>Federal</b>	<b>Captive Insurance 21085</b>	<b>EB-5 SF 21919</b>
Contracted 3rd Party - Legal	507200	3,300				3,300
Contr&3rd Pty-Educ & Training	507350	2,400		2,400		
IT Contracts - Servers	507543	19,500	10,075	9,425		
Contr&3rdPty-Adv/Mkting-Other	507563	75,000			75,000	
IT Contracts - Application Dev	507565	20,000	20,000			
IT Contracts - Application Sup	507566	19,018	19,018			
Other Contr and 3rd Pty Serv	507600	1,284,277	2,625	1,281,652		
<b>Total Economic Development</b>		<b>1,423,495</b>	<b>51,718</b>	<b>1,293,477</b>	<b>75,000</b>	<b>3,300</b>

Approp Summary Dept-Ldgr Cols								
Unit	Account	Dept	Descr	Fund	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07120	000100	7120010000	Economic Development	10000	(7,818,726.68)	3,158,339.67	4,619,057.87	(41,329.14)
07120	000100	7120892202	ACCD-Brownfields Revitalize	10000	(11,000,000.00)	4,343,695.63	1,190,141.22	(5,466,163.15)
07120	000100	7120892204	ACCD-Technology Related Grants	10000	(800,000.00)	200,000.00	-	(600,000.00)
07120	000100	7120892205	ACCD-BIPOC Owned Businesses	10000	(150,000.00)	49,612.50	60,637.50	(39,750.00)
07120	000100	7120892207	ACCD-Foreign Trade Rep	10000	(300,000.00)	167,204.39	32,795.61	(100,000.00)
07120	000100	7120892210	DED-Build to Scale	10000	(500,000.00)	-	-	(500,000.00)
07120	000100	7120892209	Social Equity Loans, Grants	21997	(500,000.00)	-	-	(500,000.00)
07120	000100	7120892201	DED-Priority Capital Projects	22047	(10,580,000.00)	-	-	(10,580,000.00)
07120	000100	7120892101	ED-Econ Recovery Bridge Grnt	22047	(9,985,992.62)	-	4,666,194.86	(5,319,797.76)
07120	000100	7120892203	ACCD-Economic Recovery Grants	22047	(20,000,000.00)	-	287,750.18	(19,712,249.82)

8/12/22 REVISED RETAINAGE & REVERSION AMOUNT OF ECON RECOVERY GRANTS	
25,032,047.58	TOTAL REMAINING AT FY22 YEAR END
51,172.65	RETAIN FOR UNPAID FY22 GRANT OBLIGATIONS
24,980,874.93	REVERT PER 2022 ACT 183 (S.11) Sec 53(a)

FY22 General Fund / Special Fund / ARPA-SFR Remaining (42,859,289.87)

**7120010000 Economic Development**

**Vermont Training Program (VTP) 41,329.14**

FY22 proved to be a demanding year for the Vermont Training Program (VTP), with over \$2.1M in grants issued to Vermont businesses for training needs, and applications are still coming in. From June 17th through June 30th, during the Purchase Order blackout period when grant funding could no longer be encumbered, VTP applications in excess of \$485,200 have been submitted for training needs from the following Vermont businesses: Heritage Flight, Century Arms, TBW Consulting, Blodgett Oven, Stephens Precision, Flex a Seal, Vermont Smoke & Cure, Liquid Measurement, Lovejoy Tool Inc, and Kraemer & Kin LLC. DED requests carry-forward of the remaining FY22 VTP funding to leverage its FY23 allocation to support these and other prospective Vermont business training demands in FY23.

**Total 7120010000 / GF 10000 CARRYFORWARD REQUEST 41,329.14**

**One-time Appropriations - Carryforward Request**

Remaining balances to be used pursuant to:

ED-Econ Recovery Bridge Grant: 2021 Act 9, sec 3(b)(1) FY22 Residual Grant Obligations remaining.	<b>Total 7120892101 / SFR 22047</b>	94,557.46	
ACCD-Brownfields Revitalize: 2021 Act 74, G.300(a)(11) Program continuation	<b>Total 7120892202 / GF 10000</b>	5,466,163.15	Approved 9/8/22
ACCD-Technology Related Grants: 2021 Act 74, G.300(a)(16) Program continuation	<b>Total 7120892204 / GF 10000</b>	600,000.00	Approved 9/8/22
ACCD-BIPOC Owned Businesses: 2021 Act 74 G.300(a)(18) Program continuation	<b>Total 7120892205 / GF 10000</b>	39,750.00	Approved 9/8/22
ACCD-Foreign Trade Rep: 2021 Act 74 G.300(b)(1) Program continuation	<b>Total 7120892207 / GF 10000</b>	100,000.00	Approved 9/8/22
DED-Build to Scale: 2022 Act 83 Sec 46 amending 2021 Act 74 B.1106(a)(33) Program continuation	<b>Total 7120892210 / GF 10000</b>	500,000.00	Approved 9/8/22
Social Equity Loans, Grants: 2021 Act 62, 14(b) Program continuation	<b>Total 7120892209 / Cannabis 21997</b>	500,000.00	Jason checked with Joe Harris - Requires ERR since legislation did not state "shall carryforward" 9/8/22.
DED-Priority Capital Projects: 2021 Act 74 G.300(a)(12) Program continuation	<b>Total 7120892201 / ARPA-SFR 22047</b>	10,580,000.00	Received & Dropped 7/1/22

**Total One-Time Carryforward Request 17,880,470.61**

**Total Carry-forward Request 17,921,799.75**

Retain \$94,557.46 and Revert remaining \$5,225,240.30 per 2022 Act 183 (S.11) Sec 53(a)  
 Revert per 2022 Act 183 (S.11) Sec 53(a)

**24,937,490.12 Total Econ Recov Grant Funds to Revert**

No. 183 Page 103 of 113  
 2022

**Sec. 53. APPROPRIATIONS**

(a) Reversion. In fiscal year 2022, of the amounts appropriated in 2021

Acts and Resolves No. 74, Sec. G. 300(a)(13), from the American Rescue Plan

Act (ARPA) – Coronavirus State Fiscal Recovery Funds to the Agency of

Commerce and Community Development for the Economic Recovery Grant

Program, \$25,500,000.00 shall revert to the American Rescue Plan Act

(ARPA) – Coronavirus State Fiscal Recovery Funds.

25,500,000.00 Amount in Act 183 to revert  
 (24,937,490.12) Amount available to revert  
 562,509.88 Difference to be adjusted in FY23 BAA

## Carry-forward Authority FY2022 to FY2023

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

#### Department of Economic Development (DED) BU 07120: FY22 Closeout 06/30/22

- **APPROPRIATION 7120010000**

##### Fund 21919 EB-5 Special Fund \$31,367.00

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. We are incurring legal expenses due to the termination negotiations with USCIS and insurance premium expenses from risk management that we have been paying for with these funds. DED requests carry-forward.

##### Fund 21054 Misc Fines & Penalties - \$40,000.00

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 unless deferred as settlement has been amended to allow deferred payments when income indicates inability to pay. July 2020, July 2021 & July 2022 payments have been deferred. 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. DED is in discussions with the Town of Newport to understand their needs and possible uses of funds. DED requests carry-forward.

##### Fund 21500 Inter-Unit Transfers Fund - \$1,475,609.93

These funds are cash receipts collected from net proceeds of properties sold pursuant to 2019 Act 42, Sec. 22(a)(2). The Newport region properties were obtained by the State per an EB-5 Jay Peak Settlement whereby the proceeds of the property sales are restricted for the use on economic development of Newport, Vermont. ACCD Department of Economic Development plans to issue grant agreements to promote economic development in Newport. DED is 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 2024 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, and 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, and 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. We also serve individuals who are relocating to Vermont and will continue these efforts while refining the program to best leverage the investments in increasing the Vermont workforce.

## **SUMMARY OF DEPARTMENT PROGRAMS, OUTCOMES, AND SPECIAL PROJECTS**

The Department of Economic Development is made up of 28 people, including the Commissioner and a Deputy Commissioner. Many of the members of this team are skilled employees who work on highly specialized program within the DED including Financial Services (Captive Insurance), the Vermont Employment Growth Incentive (VEGI), Tax Increment Financing (TIF) District Program, International Trade (SBA Export Program), the Procurement Technical Assistance Center, the Brownfield Revitalization Fund – Federal & State Programs, the Northern Border Regional Commission (NBRC), the New England Regional Defense Industry Collaboration funded by a grant from the US Department of Defenses' Office of Local Defense Community Cooperation (OLDCC), Think Vermont marketing programs, Worker Relocation Grant Program which builds upon previous programs created in 2018 and 2019, and the Vermont Training Program (VTP). During FY23 the DED continued to be dedicated to the covid-19 pandemic recovery and investment This was in addition to our usual workload and a few new General Fund Programs.

### **OUTCOMES**

The Department assists and enhances economic activity throughout the state by promotional, incentive, and grant programs which bring dollars into the state's general fund, and thereby to Vermonters. Over the last year, nearly every program directly contributed to improving Vermont's prosperity in the following ways:

#### **PROGAM SUCCESSES:**

##### The State General Fund:

- *Captive Insurance*: \$33.5 million in captive insurance premium tax and license and exam fees collected in 2022 (\*2022 data is not finalized until 6/30/23).
- *VEGI*: During calendar year 2022, 4 business projects were approved for Vermont Employment Growth Incentives. Projects will contribute an additional \$1.18 million in net tax revenue (after the cost of the incentive) over the next five years by creating 203 new jobs and \$13 million in qualifying payroll and \$30.4 million in capital investment.
- *TIF*: Through fiscal year 2021, active Vermont TIF districts have generated approximately \$92.76 million in incremental property tax revenue, of which \$7.9 million has gone to the taxing authorities, \$6 million of which is net incremental revenue to the Education Fund.
- *Brownfields Revitalization Fund (BRF) - State Program*: Since program inception (October 2021 to CYE 2022) a total of \$10M (Act74) and \$6M (Act 183) was allocated to cleanup portion of this effort. To date 18 applications have been recommended for approval awarding up to \$8.35M of the Act 74 \$10M cleanup monies and another 4 applications have been approved awarding up to \$284G of Act 183 \$6M allocation. Applications under review (4) oversubscribe the balance of the Act 74 fund. Projects awarded to date are anticipated to produce 353 units of housing, create 540 jobs, and remediate more than 35 acres of land.

##### Businesses:

- *PTAC*: Helped secure \$176 million in government contracts for 227 businesses in FY22.
- *VTP*: In FY22, provided \$1.32 million to 38 businesses through 28 business grants and 3 training provider grants.
- *TIF*: TIF development projects have resulted in \$110.1 million in work for Vermont firms through fiscal year 2021.

### Employee Wages & Job Growth:

- *VEGI*: For calendar year 2020, created 394 new jobs and \$25.6 million in qualifying payroll.
- *Vermont Training Program*: Over 1,218 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 23.4%. Of the 38 businesses served, 42 percent of them have 50 employees or less receiving 34% of funds awarded.

### Grant Administration:

- *Brownfields Revitalization Fund (BRF)*: The BRF was expanded in 2021 when H.439 was enacted as Act 74 (The Act) tasking the Agency of Natural Resources (ANR) and Agency of Commerce and Community development (ACCD) with the collaborative deployment of the \$25 million in general fund dollars for the characterization and remediation of Brownfields sites. The joint effort split funding at \$14M ANR (BERA projects) and \$11M ACCD (Cleanup projects, \$1M of which was subgranted to RPCs for site characterization). The passage of Act 74 represented the State's largest general fund investment into the Brownfields Revitalization Fund. Another \$6M in funding followed in the 2022 legislative session under Act 183; without any specified carveout. The BRF now has two distinct programs; one state and one federal, to support Brownfields cleanups state-wide. Both programs are overseen by the same program manager.
- *Northern Borders Regional Commission*: The Northern Border Regional Commission is a federally funded program that DED administers in partnership with the Commission staff as well as the program staff across the 4-state collaborative. In FY22, 14 Economic & Infrastructure Development (EID) as well as 1 USDA and 2 EDA project awards were announced. Geographic distribution is well balanced across the state with 10 of the counties being represented (inclusive of USDA and EDA partnership funding). All in, the 2022 EID allocation was \$6,885,834.00.
- *DOD Grant Supporting the NERDIC Collaborative (OLDCC)*: In FY23, Vermont, as fiscal agent on behalf of all six New England states, received a \$1.3 million grant from the US Department of Defense's Office of Local Defense Community Cooperation (OLDCC), to expand on the work it had accomplished through the previous OLDCC funding during FY18-FY22.

The new grant, "New England Regional Defense Supply Chain Modernization," will build on its previous working in helping to build the capabilities of defense-related businesses across the six-state New England region. The efforts of this grant will continue to focus on smaller, rural defense businesses. The primary goals of NERDIC's Phase II are 1) Promote to small and medium-sized manufacturers the necessity of optimizing their business and production systems through advanced manufacturing and Industry 4.0 technologies to diversify their capabilities, boost production and be competitive when bidding for defense contracts, as well as; 2) Creating a regional workforce pipeline capable of meeting the demands of the regions defense-related businesses through a regional workforce development program that supports the talent needs of defense manufactures and creates a career pathway model from technician to engineer.

### **SPECIAL PROJECTS or ONE TIME FUNDING:**

*Technology-Based Economic Development*: In FY 22 the legislature appropriated \$800k in one-time money to support the development of a

program to provide technical assistance and matching grants to businesses applying for federal SBIR grants. The department has held a series of stakeholder interviews and run a Request for Information (RFI) process. The RFI process DED conducted garnered four detailed responses. These responses and several stakeholder meetings allowed the department to draft and release a Request for Proposal. This RFP led to 5 highly competitive bids from reputable technical assistance providers. The department selected Eva Garland Consulting as the technical service provider for the program and Elevate Vermont officially launched in August. Since the launch we have received 28 applications and currently have 12 companies participating in the program. The companies participating in the program are advancing technologies in ag-tech, renewable energy, cancer treatment, med-tech, and sustainable materials.

### **Brownfields Revitalization Fund (BRF):**

The Brownfields Revitalization Fund promotes the productive reuse of sites that are abandoned and/or underutilized due to contamination. The BRF was expanded in 2021 when H.439 was enacted as Act 74 (The Act) tasking the Agency of Natural Resources (ANR) and Agency of Commerce and Community development (ACCD) with the collaborative deployment of the \$25 million in general fund dollars for the characterization and remediation of Brownfield sites. The joint effort split funding at \$14M ANR (BERA projects) and \$11M ACCD (Cleanup projects), \$1M of which was sub granted to RPCs for site characterization). The passage of Act 74 represents the State's largest general fund investment into the Brownfields Revitalization Fund. Another \$6M in funding followed in the 2022 legislative session under Act 183; without any specified carveout.

The general fund allocation allowed for the creation of a the BRF State Program which runs parallel to the BRF Federal Program, both support Brownfield cleanups state-wide. Since the BRF State Program launched in the Fall of 2021 a total of 25 applications have been received; the county breakdown is as follows: Caledonia 2, Chittenden 9, Franklin 1, Washington 3, Windham 3, Windsor 6, Orange 1 and Lamoille 1. To date 18 applications have been approved/recommended for approval awarding up to \$8.35M of the Act 74 \$10M cleanup monies and another 4 applications have been approved awarding up to \$284G of Act 183 \$6M allocation. Applications under review (4) oversubscribe the balance of the Act 74 fund. Projects awarded to date are anticipated to produce 353 units of housing, create 540 jobs, and remediate more than 35 acres of land. A handful of these sites have been remediated, received their certificate of completion (COC), and redevelopment is underway. A few have achieved their remediation and redevelopment goals such that they are already back to productive reuse.

The BRF Federal Program is a \$3.025M EPA capitalized Revolving Loan Fund continues as one of the most successful in EPA Region 1. This program deploys grant funds to non-profit entities and municipalities and loans to developers. Since inception, the initiative has amassed just over \$1.9M in program income from loan repayments that will be deployed to future cleanup projects.

**American Rescue Plan Act - COVID Assistance Funding:** During FY22, the Department was appropriated Federal ARPA funds to undertake two business assistance grant programs. The first of these programs is the *Capital Investment Grant Program (CIP)*, which was funded with a total of \$10,580,000. As of January 10, 2023, DED has announced awards that total about \$9,400,000 to 39 awardees. Applications submitted by a few remaining applicants remain under review pending the receipt of additional information. If awarded in the contemplated amounts, these remaining awards would use substantially all of the appropriation balance. These include awards in 12 different counties around the state. The awards support a total of roughly \$195,000,000 worth of capital investment projects. The awardees include 21 (54%) non-profit organizations and 11 (28%) of the projects are located in low-income Qualified Census Tracts. Additional details on the CIP program can be found at this link: <https://accd.vermont.gov/economic-development/funding-incentives/capitalinvestmentgrant>.

The second program is the *Community Recovery and Revitalization Grant Program (CRRP)*. This program has been appropriated a total of \$40,000,000 in Federal ARPA funding in two tranches. As of January 10, 2023, DED had received a total of approximately 75 applications. The CRRP program included a 30-day priority period during which DED only reviewed applications from BIPOC-led organizations, organizations serving BIPOC communities and applicants from communities pursuing projects outside of the Burlington Metropolitan Statistical Area (MSA),

which includes Chittenden, Franklin and Grand Isle counties. Out of the 75 applications, 66 meet one of the two priority designations. This program is very focused on funding projects that meet one of five project types; 1) the development or renovation of affordable housing; 2) the development or renovation of childcare facilities; 3) assistance to municipalities seeking to undertake water, wastewater or stormwater projects that will support the development of affordable housing or the recruitment or expansion of a business; 4) support for industries most impacted by the pandemic such as hospitality, arts and culture and educational organizations or ; 5) organizations pursuing projects in Qualified Census Tracts. We expect to announce the first awardees in mid-February. Additional details on the CRRP program can be found at this link: [ ].

## **PROGRAM REPORTS**

### **BUSINESS SUPPORT**

All DED staff, in partnership with the Regional Development Corporations, work directly with businesses on a variety of programs to support and coordinate recruitment and expansion of business. The staff are 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:*** DED staff are working with DHCD and other state agencies to pursue ways to effectively collaborate on job creation activities, AOE and DOL Statewide Workforce Development Board on workforce pipeline development activities, as well as working with ANR/DEC on Brownfields Redevelopment, and permitting plans for expansion projects, and troubled situations.
- ***Supply Chain Facilitation:*** Many Vermont companies are not fully versed in the diverse 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 Vermont-based companies to date. This year as a result of COVID the training will be held virtually with 3 -6 companies participating. 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. DED also retains the services of Mike Stone who is available to provide new market consulting services to Vermont firms and Bob Imbrani, who is available to provide compliance consulting.
- ***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:***
  - ***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 FY21, the SBDC reported it helped start 40 new businesses, retained 412.5 at-risk jobs, created 96.5 new jobs and spurred \$21.1 million in new capital investment.

- 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.
- 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.
- 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 FY21, the SBDC reported it helped start 40 new businesses, retained 412.5 at-risk jobs, created 96.5 new jobs and spurred \$21.1 million in new capital investment.
- 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.
- 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 each region 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 attractive 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.

In FY22 we enacted the two year \$300,000 in new funding by legislative to hire an in-market Quebec-based international trade representation firm to enhance our presence in Canada. The consultant will help us deepen our business and government relationships in the province as well as recruiting foreign direct investment prospects, assisting with trade missions and promoting tourism.

During the past year the largest foreign direct investment promotion events known as the SelectUSA conferences in Montreal and Washington D.C were cancelled. DED is attending the virtual conferences in Summer 2022 as well as site selector network seminars to better attract well-suited businesses to Vermont. Businesses at these events often do not think of Vermont as a business destination, and by participating we are able to leverage people's positive perceptions of the state. Advanced manufacturing, aerospace and aviation, renewable energy, Green Tech and Clean Tech are key sectors and clusters that are focused upon.

DED maintains a comprehensive Atlas Site Selector Tool on our website. This tool allows potential investors to identify the commercial real estate that is available around the State. Going forward, Vermont plans to present at site selection industry conferences so that location consultants are aware of our programs and the attractiveness of the state for business expansions.

**Relocated Worker Grant Program:** To recruit new workers to the state and new taxpayers in FY23 we were appropriated 3.03 million to pay grants of either 5k or 7.5k to individuals looking to relocate to the state. For those 99 folks who have applied before relocating, we have encumbered \$742,500 For those 64 folks who applied after their relocation, we have awarded \$357,228

Amount remaining to available to award: \$1,999,232 with 3.3 million in pending applications we may be oversubscribed \$1.3M

**Data on the first 64 that have already made the moved and been paid their reimbursement**

Average award:	\$5,581.70
# New VT'ers (including family)	165
# of children	45
Average household income	\$132,798.81
Purchased a home	57%
Average age	36
Bachelor or Grad Degree	89%
Counties relocated to so far	Addison, Bennington, Caledonia, Chittenden, Franklin, Grand Isle, Lamoille, Orange, Rutland, Washington, Windsor

**State Trade Expansion Program (STEP):**

The State Trade Expansion Program (STEP) is awarded to Vermont from the Small Business Administration (SBA) to support Vermont businesses to engage internationally through trade missions, trade shows, export training, and compliance awareness. During FY21 and 22, DED was awarded \$300,000 and funded 80 Eligible Small Business activities to offset expenses associated with exporting, including export training and consultation, participation in (in-person and virtual) international trade shows and missions. These 15 New-to-Export activities and 65 Market-Expansion activities benefitted companies that represented a wide range of business sectors, including the aerospace, medical, and manufacturing industries. Businesses

pursued international markets in various countries, such as Germany, Mexico, and Canada, and attended trade shows, including MEDICA and AeroMart. In FY23, DED was awarded \$249,000 to continue providing support to eligible Vermont businesses.

### **Northern Border Regional Commission (NBRC):**

The Northern Border Regional Commission invests in economic development and infrastructure projects. In FFY19, the federal Farm Bill expanded the territory of the NBRC to include all counties in Vermont and in 2022, Grand Isle, was determined to be an “attainment county”, where generally (with some exceptions) NBRC cannot be utilized. In 2022, NBRC allocated \$5,800,000 in Economic Infrastructure and Development (EID) funding, \$750,000 in Economic Development Administration (EDA) funding and \$335,834 in USDA funding. All in, the 2022 EID allocation was \$6,885,834.00. This represents an increase of more than \$1,200,000 over the 2021 allocation and is the most significant investment that NBRC has made in Vermont over the history of the program.

**Economic and Infrastructure Development (EID);** the core NBRC competition, cycles annually with assistance from the DED staff including Vermont’s State Program Manager (SPM). The SPM assists with administration and provides outreach and technical assistance to prospective applicants, applicants, partner organizations and awardees. The SPM also coordinates the scoring team for the competition which historically has included other DED staff and other State personnel. The review team advances recommendations for the Governor’s consideration. The list of awardees is ultimately approved by the Governor and the Federal Co-Chair at NBRC. Of the FFY22 applications, 14 EID economic development projects as well as 1 USDA and 2 EDA projects were funded. Geographic distribution is well balanced across the state with 10 counties represented (inclusive of USDA and EDA partnership funding).

**Regional Forest Economy Partnership (RFEP)** launched in 2019 and continued annually through CY21. The program took a pause in 2022 to revisit purpose and industry needs. The Advisory Board was also updated. It is anticipated to reinstate in January 2023 as the Forest Economy Program.

The Commission has also brought capacity funding to Vermont in the areas of **Broadband (\$1.25M FFY22); Outdoor Recreation (USDA Partnership - \$391,666.00 FFY22) and State Capacity (\$250,000 FFY22)**. Vermont is now using the Northern Border Regional Commission State Capacity funding to support the Regional Development Corporations (RDCs) in the development and maintenance of Regional Priority Project (RPP) Lists that highlight the ten (10) highest priority (most impactful and economically beneficial) projects in each region.

Year over year, these investments have increased in amount and complexity, and it is anticipated to continue trending upwards to include significant Infrastructure Investment and Jobs Act (IIJA) monies in the coming year.

### **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 FY22, the program awarded grants to assist 1,218 employees at 49 businesses through individual business and training provider grants. Participant wages showed a medium wage increase of 23.4% from second quarter 2021 to the third quarter 2022.

Over 100 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 industries for requests were in advanced manufacturing and health care.

### **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 over \$30 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, 40 states are actively seeking to replicate the success of Vermont’s captive insurance industry.
- 2022 represented a consistent year of growth, with 41 new captives formed.
- Vermont received multiple awards in 2022. Vermont was named once again "Domicile of the Year" for a record 9<sup>th</sup> time and for a second time "International Domicile of the Year" by captive publication Captive Review. Vermont was named "Domicile of the Year - Highly Commended" by Captive International. Deputy Commissioner Sandy Bigglestone was once again voted in the top 10 most influential professionals in the captive industry by Captive Review and Captive Insurance Economic Development Director Brittany Nevins was voted "One to Watch."

<b>Year</b>	<b>New Captives</b>	<b>Active Captives</b>	<b>Premium Taxes Licenses &amp; Fees</b>	<b>Gross Written Premium</b>
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<b>2022</b>	41	608	\$31,200,000*	\$2,392,972*	\$31,250,000,000*
<b>2021</b>	45	589	\$28,266,358	\$2,113,550	\$30,087,277,325
<b>2020</b>	38	564	\$26,247,710	\$1,959,089	\$30,017,055,062
<b>2019</b>	22	559	\$24,953,696	\$1,975,609	\$25,423,285,945
<b>2018</b>	25	558	\$24,039,460	\$2,086,090	\$22,629,066,085
<b>2017</b>	24	566	\$23,828,684	\$2,273,308	\$23,658,610,760
<b>2016</b>	26	584	\$23,800,809	\$2,741,244	\$32,830,233,549
<b>2015</b>	33	588	\$24,388,334	\$2,483,916	\$27,649,758,356
<b>2014</b>	16	581	\$24,370,532	\$2,371,089	\$25,470,028,392
<b>2013</b>	29	588	\$24,844,875	\$2,634,360	\$27,573,365,791
<b>2012</b>	32	586	\$24,216,614	\$2,542,167	\$27,525,581,940

- The captive insurance program budget is comprised entirely of special funds. In person and digital marketing is essential for the recruitment of prospective captive owners and the long-term success of the program.

Note: Data Provided by Vermont Department of Financial Regulation \*Final 2022 data not available until 6/30/23

## 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 2022, VEPC authorized *Vermont Employment Growth Incentives* for 4 business projects which will contribute an additional \$1.18 million in net tax revenue (after the cost of the incentive) over the next five years by creating 203 new jobs, \$13 million in qualifying payroll and \$30.4 million in other investments. Vermont companies such as Resonant Link, Ivy Computer, Plumrose USA, OnLogic, GSR Solutions, BETA Technologies, NuHarbor Security, Twincraft, GS Blodgett, KAD Models and Prototyping, and Marvell are locating or expanding in Vermont due to the program.

The VEGI program is scheduled to sunset January 1, 2024. The Department of Economic Development has drafted proposed language to eliminate that sunset as well as to modernize the program. Changes being proposed include replacing the complex net fiscal impact calculation with a more simplified and transparent calculation, allowing for the removal of the labor market area and environmental technology enhancements. The proposed language also provides for greater transparency around the performance metrics businesses are required to meet.

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 Killington. Due to the impacts of COVID, the TIF Districts still within their period to incur debt felt that they could not go to voters with new bonds and would face extreme difficulty incurring the last of District debt by their deadline. The legislature passed Acts 175 (2020) and 73 (2021), allowing those Districts two additional years to incur debt. DED will continue to work with municipalities throughout the state that are interested in using this program to finance additional infrastructure.

Project-Based TIF proposal will allow smaller communities with a need for project financing to move a critical project forward by allowing the town to pay for a portion of their debt and related costs for the improvement project using education and municipal tax increment from the increased taxable value of the identified redeveloped parcels. The proposal has incorporated approval criteria components from the Community Recovery & Revitalization Grant Program such as reviewing the municipality's ability to manage the program, requiring the leveraging of other program funding, and consideration of a stagnant or declining Grant List. The program would not be available to municipalities with approved TIF Districts. Due to the small scale, project based economic development will be simpler to both use and administer than the TIF District program and will allow municipalities to advance key community driven development and redevelopment opportunities.

### **PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC)**

The Procurement Technical Assistance Center (VT PTAC) consists of seven full-time employees; a director, five counselors, 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. The program operates through a cooperative agreement with the federal Department of Defense (DoD) and State General Funds.

On October 1, 2022 the management of the national PTAC program transitioned from the Defense Logistics Agency (DLA) to a senior level within the Pentagon, the Office of Small Business Programs (OSBP). This transition will bring about many changes such as national visibility, a new mission with increases to scope and resources that will enhance the services we provide to our Vermont clients. One major and more immediate change will be to our branding – From PTAC's to APEX Accelerators. PTAC's across the country, including Vermont, will be transitioning to the new name in the coming months. It is important to acknowledge that our services will not be impacted, and we will continue to provide comprehensive government contracting assistance to the Vermont business community.

VT PTAC provides one-on-one counseling to eligible businesses focusing on proactively searching for appropriate opportunities for each business, aiding in market research, bid preparation and review. Highly qualified counselors guide businesses through government certification programs like the System for Award Management (SAM) and socio-economic programs such as Woman-owned, Veteran & Service-Disabled Veteran-owned and Minority or Disadvantaged certifications. They also assist with certifications for HUBZone along with other federally requested registrations necessary for complying with federal contracting, such as Enhanced Joint Certification Program (EJCP). VT PTAC continues to assist Vermont businesses interested with Small Business Innovative Research (SBIR) and Small Business Technology Transfer (STTR) opportunities. VT PTAC recognized the need to engage and support the R&D community and continues to work closely with our state partners to successfully aid these businesses.

VT PTAC counselors actively provide education and assistance to their clients with consistently changing cybersecurity requirements, especially around DoD and the Cybersecurity Maturity Model Certification (CMMC) assessments and compliance as needed.

VT PTAC partners with regional development corporations, local chambers of commerce, and business assistance organizations to support the economy locally and globally. We work closely with procurement processes with various government agencies and departments.

Annually, the Procurement Technical Assistance Centers celebrate National PTAC Day. This is a national campaign celebrating the contracting successes of the small businesses who have benefitted from training and technical assistance from their local PTACs. The event typically occurs during the month of September.

**Awards \$176M**

Total Federal and State Contract Awards: 1736

Total Vermont Companies Assisted (awards received): 227

**Client Support**

Initial Counseling with all Small Business Concerns: 90

**Outreach Events**

Workshops and Outreach Events: 55

*Department of Economic Development (DED)  
Budget Narrative for Fiscal Year 2024*

**GOALS/OBJECTIVES/PERFORMANCE MEASURES**

Housed in the Agency of Commerce and Community Development, the Department of Economic Development works to improve the economic well-being of Vermonters. Our primary objective is to build the Vermont economy by helping companies, individuals and organizations gain access to the resources they need to grow their businesses, expand markets, create new jobs, find workers, build skills, invest in Vermont and improve Vermonters' quality of life.

We will measure our success by the value and number of capital investments in the state, the increase in the number of businesses created or recruited, and the increase in the size of the workforce.

**DEPARTMENT/PROGRAM DESCRIPTION**

At present, the 27-person Department of Economic Development comprises the following programs:

DED staff assist businesses through various programs with workforce development, permitting, international trade, government contracting, incentives, business expansion, recruitment and access to capital. We focus on business outreach, working around the state with program leaders, Regional Development Corporations (RDCs) and other partners. We connect businesses to the services and programs they need, identify trends and challenges, and help take the pulse of the Vermont economy, communicating outwards how the state can help, and bringing back intelligence on what businesses need.

**Relocated Worker Grant Program:** To recruit new workers to the state and new taxpayers in FY23 we were appropriated 3.03 million to pay grants of either 5k or 7.5k to individuals looking to relocate to the state. For those 99 folks who have applied before relocating, we have encumbered \$742,500. For those 64 folks who applied after their relocation, we have awarded \$357,228

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Purchased a home	57%
Average age	36
Bachelor or Grad Degree	89%
Counties relocated to so far Washington, Windsor	Addison, Bennington, Caledonia, Chittenden, Franklin, Grand Isle, Lamoille, Orange, Rutland,



***Business Support Programs:***

***Entrepreneurship:*** DED develops and supports a focused approach to growing and retaining start-up businesses. DED was a founding sponsor and continues to support nchVT. LaunchVT has helped accelerate 71 Vermont startups. These companies have gone on to create over 300 jobs, generate \$25 million in annual revenue (in 2021, a \$5 million increase from 2020), and the 2022 cohort received over \$6 million in follow-on funding. 57% of 2022 participants were female founders, and 14% were BIPOC founded. DED works with partners such as the Small Business Development Centers to educate entrepreneurs and help them in their first steps toward success. Additionally, each of the Regional Development Corporations (RDCs) host workshops about access to financing and capital and they help connect entrepreneurs with available financial tools. In 2022 the department launched the first phase of Elevate Vermont, a Technology-Based Economic Development (TBED) program. The program has received 28 applications to date and has accepted 12 applicants into the program, with several others pending review. These companies are currently working with contracted scientific advisors to apply for federal small business research grants to accelerate the commercialization of their technologies.

***Recruitment:*** We have a dedicated person on the team to work on recruitment mainly through our Foreign Direct Investment efforts in Canada. To attract businesses to start a branch and/or relocate in Vermont, DED targets recruitment efforts to foreign businesses that seek a U.S. presence (in particular, those based in Quebec) and those for whom co-locating within a cluster or with a supplier makes sense. This fiscal year, a Canadian bi-lateral trade company was contracted for \$100,000 per year for two years to serve as a lead generating agent of the State of Vermont through a legislative appropriation. Their primary focus is to identify attract, contact quality and poised companies to consider Vermont for their expansion plans. From November 2021 to December 2022 more than 500 Quebec based companies were contacted and 23 have expressed interest and are in the acquisition pipeline in varying stages. Importantly, we also encourage foreign investment to retain Vermont jobs and

companies. Lucas Industries in North Springfield was purchased by Canadian company PCM Innovations, keeping 45 quality jobs here in the State. We also want to reach out to those who have a predisposition to Vermont such as alumni, second homeowners and tourists. This targeted approach is driven by the fact that newer companies to Vermont had some prior connection to the state. DED is also collaborating with the Vermont Outdoor Recreation Economic Committee and the Vermont Outdoor Business Association to attract and welcome businesses in that sector. DED deploys a team approach to identifying and working with businesses to ensure we are offering businesses the best possible match of technical assistance expertise. 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.

We participated at Select USA conferences in Washington DC and Toronto Canada to meet businesses looking for a foothold in the USA. We will do so this year and are planning to host a Taiwanese delegation to focus on expansion to the technology supply chain realm. Vermont can and should be present at these and other events to raise awareness of the opportunities and capabilities of Vermont.

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***Vermont Training Program (VTP):*** Workforce training is one of the key challenges identified by states across the nation as new technologies demand new skills. In Vermont, where we have low unemployment, an aging demographic and stagnant population growth, workforce development is critical and one of the Department's priorities. There are jobs employers are unable to fill due to a mismatch of skills. The customized Vermont Training Program helps Vermonters stay on top of skills required in a rapidly changing, global marketplace. The program partners with employers and training providers to train both new and incumbent workers for the jobs of tomorrow. Training can fall into categories such as on-the-job, classroom, or other specialized training. Grants can cover up to 50% of the training cost, with the employer providing the balance. Since development of a workforce 'pipeline' is of crucial importance, in FY17 the Legislature changed the statute to allow a carve out of up to 10% of the allocated funds to be used on employers who are developing programming at high school and earlier levels to introduce and prepare students for the jobs and careers of the future. During FY22, we awarded \$1.3 M in grants to 49 businesses. The majority of which were in the advanced manufacturing sector, 42% of which are employers with less than 50 employees. 295 of the trainees have received a certificate, credential of value or were enrolled in an apprenticeship.

***Vermont Economic Progress Council (VEPC):*** VEPC is an independent body governed by an eleven-member board, nine members appointed by the Governor and two by the legislature. VEPC has two full-time staff: an executive director appointed by the Governor and a grant programs manager from the state classified system, and one half-time staff member shared with

the Department of Economic Development. VEPC administers the application and authorization process for two programs: the Vermont Employment Growth Incentive (VEGI) program (including the Enhanced VEGI for Environmental Technology companies) and the Tax Increment Financing District (TIF) program. VEPC also reviews the municipal applications to the ARPA-funded Community Recovery & Revitalization Grant Program.

***Tax Increment Financing Districts:*** TIF Districts encourage public and private property development or redevelopment by using incremental property taxes to finance public infrastructure. In addition to the application and authorization process, VEPC staff have considerable responsibilities for the monitoring and oversight of TIF Districts with no additional resources or staff. During the 2017 session, six additional TIF districts were permitted. To date, two additional TIF Districts have been authorized by VEPC including one in the Town of Bennington and one in the Town of Killington. The City of Montpelier had been permitted, but dissolved their TIF District in the Fall of 2022, making that slot available for another TIF District application. In fiscal year 2021, the Districts have generated about \$10.4 million in incremental property tax revenue, of which \$9.2 million (\$5.9 million education and \$3.3 million municipal) has gone to finance TIF District infrastructure and related costs, and \$1.1 million has gone to the taxing authorities.

***Project Based TIF proposal:*** This program will allow smaller communities with a need for project financing to move a critical project forward by allowing the town to pay for a portion of their debt and related costs for the improvement project using education and municipal tax increment from the increased taxable value of the identified redeveloped parcels. The proposal has incorporated approval criteria components from the Community Recovery & Revitalization Grant Program such as reviewing the municipality's ability to manage the program, requiring the leveraging of other program funding, and consideration of a stagnant or declining Grant List. The program would not be available to municipalities with approved TIF Districts. Due to the small scale, project based economic development will be simpler to both use and administer than the TIF District program and will allow municipalities to advance key community driven development and redevelopment opportunities.

***Vermont Employment Growth Incentive:*** The Vermont Employment Growth Incentive Program has been in use since 2007 with the purpose of generating net new revenue to the State by encouraging a business to add new payroll, create new jobs, and make new capital investments and sharing a portion of the State's new revenue with an applicant business.

The VEGI program provides cash incentives to businesses after an approved business in the program meets and maintains approved job, payroll, and capital investment targets. This incentive is used to encourage prospective economic activity that is beyond an applicant's background growth and that would not occur at all, in Vermont, or would occur in a significantly different and less desirable manner, except for the incentive provided. The incentives are calculated using a model approved by

the Joint Fiscal Committee. Once authorized, the incentives can only be earned, and installments paid if performance requirements are met and maintained. In calendar year 2022, the Council approved four business projects that will contribute \$1.18 million in net new tax revenue (after the cost of the incentive) over the next five years by creating 203 new jobs, with \$13 million in new qualifying payroll and the investment of \$30.4 million in capital plant and equipment.

Vermont companies such as Resonant Link, Ivy Computer, Plumrose USA, OnLogic, GSR Solutions, BETA Technologies, Glavel, NuHarbor Security, GS Blodgett, KAD Models and Prototyping, Twincraft, and Marvell, are growing jobs in Vermont due to the program. 67% of VEGI program participants employ less than 75 people when they apply to VEGI.

The VEGI program is scheduled to sunset January 1, 2024. The Department of Economic Development has drafted proposed language to eliminate that sunset as well as to modernize the program. Changes being proposed include replacing the complex net fiscal impact calculation with a more simplified and transparent calculation, allowing for the removal of the labor market area and environmental technology enhancements. The proposed language also provides for greater transparency around the performance metrics businesses are required to meet.

***Brownfields Revitalization Fund (BRF) - Federal Program:*** Funding from the Environmental Protection Agency (EPA) allowed the State of Vermont to establish the Brownfields Initiative; also known as the Brownfields Revitalization Fund which promotes the return of contaminated properties to productive reuse. This program deploys grant funds to non-profit entities and municipalities and loans to developers. ACCD was awarded a \$500,000 EPA Revolving Loan Fund (RLF) in 2014 that supports the clean-up initiative; it is a state-wide effort. Since the 2014 award the program manager has successfully applied for supplemental funding in six rounds of EPA competitions thereby increasing the original allocation by \$3,005,850. Our RLF continues to be one of the most successful RLF's in EPA's Region 1 territory. These funds are administered by the Director of Business Support with a portion of program management borne by the EPA grant. The initiative makes loans to for profits and sub-grants to non-profits to support environmental remediation efforts statewide. These investments support clean-up and redevelopment projects all over Vermont and will leverage millions in public and private funds. In CY2022 cleanup funding was granted to the the Town of Hardwick in support of the remediation and predevelopment work for the Hardwick Yellow Barn effort, leveraging millions in other federal, state and regional investments to the multimillion-dollar public-private-partnership. The program income, from RLF loan repayments and earned interest, has amassed to \$1.9M and will be revolved to support additional environmental cleanup.

***Brownfields Revitalization Fund (BRF) - State Program:*** The BRF was expanded in 2021 when H.439 was enacted as Act 74 (The Act) tasking the Agency of Natural Resources (ANR) and Agency of Commerce and Community Development (ACCD) with the collaborative deployment of the \$25 million in general fund dollars for the characterization and remediation of Brownfield sites. The general fund allocation allowed for the creation of the BRF State Program which runs parallel to the BRF Federal Program, both support Brownfield cleanups state-wide. The joint effort split funding at \$14 million

ANR (BERA projects) and \$11 million ACCD (Cleanup projects), \$1 million of which was sub-granted to RPCs for site characterization). The passage of Act 74 represents the State's largest general fund investment into the Brownfields Revitalization Fund. Another \$6 million in funding followed in the 2022 legislative session under Act 183; without any specified carveout.

Since the BRF State Program launched in the Fall of 2021 a total of 25 applications have been received; the county breakdown is as follows: Caledonia 2, Chittenden 9, Franklin 1, Washington 3, Windham 3, Windsor 6, Orange 1 and Lamoille 1. To date 18 applications have been approved/recommended for approval awarding up to \$8.35 million of the Act 74 \$10 million cleanup monies and another 4 applications have been approved awarding up to \$284,000 of the Act 183 \$6 million allocation. If approved, the four applications currently under review will oversubscribe the balance of the Act 74 fund. Projects awarded to date are anticipated to produce 353 units of housing, create 540 jobs, and remediate more than 35 acres of land. A handful of these sites have been remediated, received their certificate of completion (COC), and redevelopment is underway. A few have achieved their remediation and redevelopment goals such that they are already back to productive reuse.

***Northern Border Regional Commission (NBRC):*** The Northern Border Regional Commission is a Federal-State partnership that invests in economic development and infrastructure projects. In Federal Fiscal Year (FFY) 2019, the federal Farm Bill expanded the territory of the NBRC to include all counties in Vermont and in 2022, Grand Isle, was determined to be an "attainment county", where generally (with some exceptions) NBRC cannot be utilized. In 2022, NBRC allocated \$5,800,000 in Economic Infrastructure and Development (EID) funding, \$750,000 in Economic Development Administration (EDA) funding and \$335,834 in USDA funding. Therefore, the 2022 EID total allocation was \$6,885,834. This represents an increase of more than \$1,200,000 over the 2021 allocation and is the most significant investment that NBRC has made in Vermont over the history of the program.

**Economic and Infrastructure Development (EID);** the core NBRC competition, cycles annually with assistance from the DED staff including Vermont's State Program Manager (SPM). The SPM assists with administration and provides outreach and technical assistance to prospective applicants, applicants, partner organizations and awardees. The SPM also coordinates the scoring team for the competition which historically has included other DED staff and other State personnel. The review team advances recommendations for the Governor's consideration. The list of awardees is ultimately approved by the Governor and the Federal Co-Chair at NBRC. Of the FFY22 applications, 14 EID economic development projects as well as 1 USDA and 2 EDA projects were funded. Geographic distribution is well balanced across the state with 10 counties represented (inclusive of USDA and EDA partnership funding).

**Regional Forest Economy Partnership** (RFEP) launched in 2019 and continued annually through calendar year (CY) 2021. The program took a pause in 2022 to revisit purpose and industry needs. The Advisory Board was also updated. It is anticipated that the program will be reinitiated in January 2023 as the Forest Economy Program.

The Commission has also brought capacity funding to Vermont in the areas of **Broadband (\$1.25 million FFY22); Outdoor Recreation (USDA Partnership - \$391,666 FFY22) and State Capacity Funding (\$250,000 FFY22)**. Vermont is now using the Northern Border Regional Commission State Capacity Funding to support the Regional Development Corporations (RDCs) in the development and maintenance of Regional Priority Project (RPP) Lists that highlight the ten (10) highest priority (most impactful and economically beneficial) projects in each region.

Year over year, these investments have increased in amount and complexity, and we anticipate that the amounts distributed by NBRC will continue to trend upwards and include significant Infrastructure Investment and Jobs Act (IIJA) monies in the coming year.

***Office of Local Defense Community Cooperation (OLDCC):***

The Office of Local Defense Community Cooperation, OLDCC, is the Department of Defense's (DoD) field organization responsible for supporting state and local governments in responding to significant defense program changes such as developing comprehensive strategies to adjust to defense industry cutbacks (Economic Adjustment). Programs funded through OLDCC. Since FY16, we have received several federal grants to administer economic adjustment programs to serve the Vermont defense supply chain.

The New England region has an outsized significance in the defense supply chain. The six states have collective defense spending of 4.1% of the region's GDP. Comparatively, the average state in the US defense spending accounts for only 2.8% of its GDP. Almost 10% of the total share of US defense spending is within New England. Our region's defense supply chain comprises a handful of Prime contractors, working directly with the DoD and Small and Medium-Sized Enterprises (SMEs) that are subcontractors to these regional Original Equipment Manufacturers (OEMs). In 2021, 1.4% of Vermont's GDP was from Defense Spending. We have several Prime Contractors within the State: Raytheon Technologies, Marvell Government Solutions, General Dynamics, Galvion Ballistics, Avera Semiconductor, New England Woodcraft, IBM, Vermont Aerospace Industries, Kaman Corp.

January 2018, The State of Vermont received a \$1,500,000 federal award from OLDCC as the fiscal agent for the England Regional Defense Industry Collaboration (NERDIC). NERDIC is a collaboration of the six New England Economic Development entities of Connecticut, Maine, Massachusetts, New Hampshire, and Rhode Island. The grant provided funds to establish an organized

collaboration to address regional economic adjustment in the defense sector. Since economic activity does not respect political, geographic, or government agency boundaries, adjustment activities recognize that regions are the venue for economic growth and workforce growth in the modern economy. The organized multi-state collaboration between public and private groups focused on the defense supply chain to ensure resiliency in the face of significant economic transitions. The secondary activities addressed the need to diversify the regional defense economy through two awareness tasks. One focuses on cybersecurity requirements for defense contractors, and the second on advanced manufacturing technologies. Both tasks supported regional supply chain growth and stability by helping small and medium-sized (SMEs) defense-related companies win more contracts in the defense manufacturing sector.

The grant activities commenced on December 31, 2022. Key highlights of the initial NERDIC work include:

- The creation of the organizational structure of NERDIC that consists of all six New England States and key partners, including industry leaders and associated organizations, to endure regional collaboration.
- Delivering cybersecurity training through the MEP network across the region through a significant pivot in delivery methods due to the COVID-19 Pandemic:
  - o 24 cybersecurity awareness events that impacted at least 330 companies and 450 individuals.
  - o The New England MEP Centers delivered 50 cybersecurity assessments to 74 companies. 50 received assessments of their businesses' cybersecurity with DoD requirements, and 24 participated in training workshops.
- Advanced Manufacturing / Industry 4.0 technology awareness workshops and demonstrations:
  - o 8 Industry 4.0 awareness workshops and 8 technology demonstrations, with an average of 17 participants at each event, impacting 276 individuals.

On September 12, 2022, the state of Vermont, acting as fiscal agent for NERDIC, was awarded a \$1,300,000 Phase II grant, "New England Regional Defense Sector Modernization," which will expand on the work NERDIC has already accomplished. The NERDIC Phase II industry reliance grant address the need for resources to align regionally to modernize the defense supply chain to strengthen and stabilize regional economic flows. NERDIC identified critical opportunities that support OLDCC's mission to support modernization efforts to facilitate the economic diversification of defense contractors. These opportunities include regional defense supply chain optimization through advanced manufacturing workforce development.

NERDIC will contract a consultant specializing in Industry 4.0 technology and education and/or the defense industry manufacturing ecosystem to facilitate the utilization of advanced manufacturing technologies within the New England defense supply chain. This project aims to promote to New England's small and mid-sized manufacturers (SMEs) the necessity of optimizing their business and production systems through advanced manufacturing and Industry 4.0 technologies. The project is a unified regional approach to modernize the supply chain to diversify the region's capabilities, boost production, and bolster the defense industry supply chain.

NERDIC has named Massachusetts Technology Collaborative (MassTech) a subrecipient to stand up the regional workforce development program. MassTech will develop and test an inter-connected, regional-based training and career pathway model – a "Bridge" for manufacturing technicians that supports the talent needs of defense manufacturers. Efforts will include designing and developing a curriculum bridge that spans the gaps between New England's advanced manufacturing programs and defense contractors' needs. The program is a tested model based on the existing MassTech Bridge, a workforce training model for advanced manufacturing technicians. MassTech will act as the workforce voice for NERDIC introducing its program to the five other New England States participating in NERDIC and providing the states with technical support and tools to implement the program. Products from this task will include a benchmark report of existing advanced manufacturing training systems in New England and a regional advance manufacturing workforce roadmap for skills identifying and validating required technician competencies with local defense contractors throughout New England. The long-term goal is a coordinated region-wide advanced manufacturing training curriculum that supports a stackable skills model of technician to engineer.

In addition to being the fiscal agent for the award, Vermont DED will support the NERDIC tasks by collaborating with other DED programs, such as VTP, PTAC, Entrepreneurship, recruitment, and international trade, as well as outside of the department, including the Department of Labor, Vermont State College System, Vermont Manufacturing Collaborative (VT-MC), Vermont Manufacturing Extension Center (VMEC), Vermont defense industry firms (Primes and SMEs), Industry Advisory Boards as well as, DED's existing partners, Vermont Small Business Development Center, Vermont Center for Emerging Technologies, and Regional Development Corporations. Collaborating with these partners in Vermont will contribute to the successful operation of a NERDIC ecosystem that can address solutions to New England's regional defense sector modernization challenges. For the Vermont defense supply chain to be resilient, it needs to utilize the resources of regional collaboration. New England can become a competitive defense industrial region by establishing a regional workforce pipeline capable of absorbing advanced manufacturing technologies and a manufacturing base that will transition to utilizing emerging technologies. New England needs a functional ecosystem to catalyze supply chain optimization to compete in the defense manufacturing market.

***VT Procurement Technical Assistance Center (VT PTAC):*** With seven full-time staff, the VT Procurement Technical Assistance Center works closely with businesses around the state to help them navigate the processes of applying for contracts from federal, state and municipal government organizations. This is accomplished through a cooperative agreement with the Defense Logistics Agency and State General Funds.

***Financial Services (Captive Insurance):*** The financial services program plays a central role in supporting Vermont as the leading captive insurance domicile and is a key contributor to the state's revenues. The captive insurance industry is more competitive than ever, with over 30 states and numerous international jurisdictions competing for new captive business. The Captive Insurance Economic Development Director is responsible for the marketing and business development of Vermont's captive insurance industry, working closely with the Department of Financial Regulation and the Vermont Captive Insurance Association to maximize resources and strengthen our state's reputation as the premier onshore captive insurance domicile. Strategies include the development and implementation of marketing 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. All such efforts, if successful, result in increased revenues for the state and high-quality, high-paying jobs for Vermonters. Based on 2018 figures, Vermont's captive insurance industry supports over 400 direct jobs that paid about \$92,000 annually and contributes over \$158 million to the state's GDP. In 2021 the program generated over \$30 million in premium taxes and fees for the state and it is estimated that in 2022 \$33.5 million was collected. Appropriate funding of this program is vital to the continued revenue, jobs and related economic activity of this industry and its resulting benefits. In calendar year 2022, Vermont licensed 41 new captive insurance companies. At the close of 2022, 1283 captives have been licensed, of which 639 were still operative. Additionally, there were over 500 cells and separate accounts.

***International Trade Division:*** The International Trade Division provides technical assistance and trade counseling, import and export leads, workshops, coordinated trade missions and trade shows, and many other useful services to help Vermont companies seeking to succeed in international markets. The international team works with partners in US Customs, US Dept. of Commerce, the Small Business Administration, VEDA-EXIM Bank, the Vermont Chamber of Commerce, the VT Small Business Development Center network, Best of New England, The Council of State Governments, the VT Training Program, the Procurement Technical Assistance Center and others in serving Vermont's international trade needs. Two staff share the responsibility of administering a U.S. Small Business Administration State Trade Expansion Program (STEP) grant that helps small businesses export goods. During FY21, DED was awarded \$300,000 and funded 60 ESBC activities to offset expenses associated with exporting, including export training and consultation, participation in (in-person and virtual) international trade shows and missions, upgrades to e-commerce capabilities, digital marketing campaigns, and export finance fees. These 12 New-to-Export activities and 46 Market-Expansion activities benefitted companies that represented a wide range of business sectors, including the aerospace, medical, and manufacturing industries. Businesses pursued international markets in various countries, such as Germany, Mexico, and Canada, and attended trade shows, including MEDICA and AeroMart. The program was awarded an additional \$300,000 from the SBA in FY22 to aid Vermont businesses attending tradeshow, now mostly

virtual, as well as develop and enhance their digital assets for e-commerce and export promotion. The office also has a team member who recruits international businesses, including those from Canada, to locate in Vermont.

***COVID Assistance Funding:*** During FY22, the Department was appropriated Federal ARPA funds to undertake two business assistance grant programs. The first of these programs is the *Capital Investment Grant Program (CIP)*, which was funded with a total of \$10,580,000. As of January 10, 2023, DED has announced awards that total about \$9,400,000 to 39 awardees. Applications submitted by a few remaining applicants remain under review pending the receipt of additional information. If awarded in the contemplated amounts, these remaining awards would use substantially all of the appropriation balance. These include awards in 12 different counties around the state. The awards support a total of roughly \$195,000,000 worth of capital investment projects. The awardees include 21 (54%) non-profit organizations and 11 (28%) of the projects are located in low-income Qualified Census Tracts. Additional details on the CIP program can be found at this link: <https://accd.vermont.gov/economic-development/funding-incentives/capitalinvestmentgrant>.

The second program is the *Community Recovery and Revitalization Grant Program (CRRP)*. This program has been appropriated a total of \$40,000,000 in Federal ARPA funding in two tranches. As of January 10, 2023, DED had received a total of approximately 75 applications. The CRRP program included a 30-day priority period during which DED only reviewed applications from BIPOC-led organizations, organizations serving BIPOC communities and applicants from communities pursuing projects outside of the Burlington Metropolitan Statistical Area (MSA), which includes Chittenden, Franklin and Grand Isle counties. Out of the 75 applications, 66 meet one of the two priority designations. This program is very focused on funding projects that meet one of five project types; 1) the development or renovation of affordable housing; 2) the development or renovation of childcare facilities; 3) assistance to municipalities seeking to undertake water, wastewater or stormwater projects that will support the development of affordable housing or the recruitment or expansion of a business; 4) support for industries most impacted by the pandemic such as hospitality, arts and culture and educational organizations or ; 5) organizations pursuing projects in Qualified Census Tracts. We expect to announce the first awardees in mid-February. Additional details on the CRRP program can be found at this link: [ ].

### **DED Partners**

***Regional Development Corporations (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 RDC is operating under a performance-based grant awarded by DED, which includes

operational goals, performance measures and expectations aligned with the State's goals. Each RDC also has a regional work plan that reflects the varying programs and needs specific to its own region within the state. The regional network is critical as to support the various needs and challenges of each region.

***Vermont Small Business Development Center (Vt. SBDC):*** The Vermont Small Business Development Center provide valuable no-cost, confidential business advising and low-cost training services to all small businesses and new ventures in Vermont. Its advisors are highly trained, experienced businesspeople who can help Vermont's hundreds of start-ups and small businesses grow and mature by advising on plans, marketing, financing options, partnerships and more. We are encouraging a goal that there will be SBDC coverage in all regions for at least 2 days per week.

***Vermont Employee Ownership Center:*** With an aging demographic, Vermont is particularly challenged in creating paths of succession for its many privately owned and family-owned businesses. The VEOC offers services ranging from conceptual information to hands-on assistance to anyone interested in exploring or implementing employee ownership. VEOC has worked with more than 200 companies, providing education, training and technical assistance, business assessments and an employee ownership loan fund. VEOC is an important pathway to continuity for many businesses.

**VCET:** The Vermont Center for Emerging Technologies serves as an incubator and a co-working space for entrepreneurs who are at the early stage of their businesses. They provide technical assistance, mentoring and in some cases funding for these startups.

**UVM Innovations:** The UVM Innovations office helps University Researchers patent discoveries and provides support to help translate early-stage research into commercial products. Funding is provided for some pre-venture and very early-stage work to translate research into commercialized products. In FY23, funding helped support Verde Technologies, a UVM spin-out developing flexible solar technology. The company is also working with the Elevate Vermont program to submit an application to leverage federal research dollars to further the commercialization of this innovative technology..

### **KEY BUDGET ISSUES AND CHALLENGES:**

The Department of Economic Development must use its limited resources in the most cost-effective manner to stimulate growth and identify what efficiencies we can. During the past 6 months we have implemented or are in the process of implementing 6 new or revised programs. Community Recovery and revitalization , Social equity cannabis business development technical assistance and grant fund, revised worker relocation grant program,, Newport Economic development Fund, SSBCI partnership with VEDA, and the Technical Assistance program for would be SBIR applicants. The BIPOC business assistance program will be launched during the next month.

Agency Name

<i>Please provide a descriptive program name</i>	<i>Must be an appropriation level dept ID</i>	<i>Please provide a narrative description of the purpose of this program and the context in which it operates. State the goal of this program and answer the questions: What is the role this program play in contributing to the agency's mission? Is there a particular segment of the population served by this program?</i>	<i>Please provide a narrative description of the services provided by this program. Answer the questions: What do you do within this program to achieve the stated goals stated left? What specific services are provided?</i>	<i>Link to program's externally facing website</i>	<i>Calculated by formula</i>
<b>Program Name</b>	<b>Appropriation Dept ID</b>	<b>Program Purpose and Context</b>	<b>Program Services Provided</b>	<b>Program Website</b>	<b>Number of Measures Reported</b>
Business Support - Vermont Training Program	7120010420	Vermont Training Program - 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. Previous Period Value SFY20. Current Period SFY21.	The Vermont Training Program leverages its 1.2 million dollars annual budget to assist businesses across the State to train and grow their full-time workforce. VTP assists businesses as they put together a training plan and can help offset training cost of up to 50% of qualified employee wages during a prescribed training or up to 50% of the cost of a training provider.	<a href="https://accd.vermont.gov/economic-development">https://accd.vermont.gov/economic-development</a>	3
Business Support - Brownfield Initiative (Federal)	7120010425	Brownfield Initiative - The Brownfields Revitalization Fund (FEDERAL PROGRAM) promotes the productive reuse of sites that are currently abandoned or not fully utilized due to contamination on the site. By providing financial assistance for cleaning up these sites, Vermont continues its commitment to environmental stewardship, community investment, and economic growth. The purpose of the program (See 10 VSA Section 6654) is to remediate contaminated sites to protect human health and the environment in tandem with stimulating economic and community development. Data provided here is based on actuals for SFY21 outcomes.	Client relationship management; match making for prospects with funding opportunity and applicable resources to ensure project success.	<a href="https://accd.vermont.gov/economic-development/funding-incentives/brownfieldrevitalizationfundfederalprogram">https://accd.vermont.gov/economic-development/funding-incentives/brownfieldrevitalizationfundfederalprogram</a>	3
Business Support - Brownfield Initiative (State)	7120892302	Brownfield Initiative - The Brownfields Revitalization Fund (STATE PROGRAM) promotes the productive reuse of sites that are currently abandoned or not fully utilized due to contamination on the site. By providing financial assistance for cleaning up these sites, Vermont continues its commitment to environmental stewardship, community investment, and economic growth. The purpose of the program (See 10 VSA Section 6654) is to remediate contaminated sites to protect human health and the environment in tandem with stimulating economic and community development. Data provided here is based on actuals for SFY21 outcomes. Program launched in October of 2021.	Client relationship management; match making for prospects with funding opportunity and applicable resources to ensure project success.	<a href="https://accd.vermont.gov/economic-development/funding-incentives/brownfieldrevitalizationfundstateprogram">https://accd.vermont.gov/economic-development/funding-incentives/brownfieldrevitalizationfundstateprogram</a>	3
Captive Insurance	7120010440	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 2019. Current Period Value is Calendar Year 2020.]	Promotes and strengthens Vermont's position as the leading U.S. captive insurance domicile.	<a href="https://accd.vermont.gov/economic-development/programs/captive-insurance">https://accd.vermont.gov/economic-development/programs/captive-insurance</a>	3
Procurement Technical Assistance Center (PTAC)	7120010460	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. Previous Period Value SFY20. Current Period SFY21 (to be updated in October 2021)	One-on-one counseling, bid matching services, proposal development assistance, solicitation review, socio-economic certification assistance, training and educational services, cyber security assistance, R&D guidance, government marketing assistance, networking, resource certification, and registration assistance.	<a href="https://accd.vermont.gov/economic-development/programs/ptac">https://accd.vermont.gov/economic-development/programs/ptac</a>	3
Vermont Economic Progress Council (VEPC)	7120010450	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 2018 and CY 2019 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 2021 until 2023. Claims for activity in 2020, for example, were filed April 2021 and examined by the Department of Tax throughout 2021 and into 2022 and will be reported to VEPC in summer of 2022. 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.	VEPC serves as an approval and authorization body for the Vermont Employment Growth Incentive (VEGI) program and the Tax Incentive Financing (TIF) District program.	<a href="https://accd.vermont.gov/economic-development/programs/vepc">https://accd.vermont.gov/economic-development/programs/vepc</a>	3

Agency of Commerce and Community Development - Department of Economic Development

When selecting programs in this column, please choose an option from the in-cell drop down (not the table header) *Include the specific measure...measures typically start with number, percentage, etc.* *When selecting a measure type in this column, please choose an option from the in-cell drop down (not the table header)* *Over which kind of period is the measure calculated?* *You will want to confirm/adjust the data points currently listed in the 2020 and 2021 columns which came from last years A-2 submission and may not truly belong in these columns. Where possible, please populate additional data in the other columns to establish a 5-year trend.*

Program Name	Measure	Measure Type	Reporting Period	2018	2019	2020	2021	2022
Business Support - Brownfield Initiative (Federal)	Number of acres remediated and available for redevelopment	How Much?	SFY			0.21	6.7	4
Business Support - Brownfield Initiative (Federal)	Number of sites approved for funding	How Much?	SFY			5	2	1
Business Support - Brownfield Initiative (Federal)	Number of sites that achieved Certificate of Completion (COC) Status	How Much?	SFY			1	1	0
Business Support - Brownfield Initiative (State)	Number of sites approved for funding	How Much?	SFY					22
Business Support - Brownfield Initiative (State)	Number of jobs created - projected	How Much?	SFY					542
Business Support - Brownfield Initiative (State)	Number of housing units - projected	How Much?	SFY					353
Business Support - Vermont Training Program	Businesses Served through direct grants and through training providers	How Much?	SFY			45	31	47
Business Support - Vermont Training Program	Employees approved for training assistance	How Much?	SFY			1240	1315	1,242
Business Support - Vermont Training Program	Vermont Employee Credentials or Apprenticeships supported.	How Much?	SFY			317	338	264
Captive Insurance	Captive Licenses Issued	How Well?	CY	25	22	38	45	
Captive Insurance	License & Exam Fees Collected	How Much?	CY	2086090	1975609	1959089	2113550	
Captive Insurance	Premium Taxes Collected for Prior Year	How Much?	CY	24039460	24953696	26247710	28266358	
Procurement Technical Assistance Center (PTAC)	Initial Counseling w/Small Businesses	How Much?	SFY			156	105	90
Procurement Technical Assistance Center (PTAC)	Total Federal & State Award Amount	How Much?	SFY			226000000	221000000	197,000,000
Procurement Technical Assistance Center (PTAC)	Total Federal & State Contract Awards	How Much?	SFY			6067	4316	2,280
Vermont Economic Progress Council (VEPC)	Number of New Qualifying Jobs Created	Better Off?	CY	693	579	670	953	394
Vermont Economic Progress Council (VEPC)	VEGI Incentive Payments to Authorized Companies	How Much?	CY	3,767,677	2,842,750	2,520,666	2,702,754	2,525,464
Vermont Economic Progress Council (VEPC)	Average Wage per New Qualifying Job	Better Off?	CY	51770	48563	45227	64288	64,957

# Department of Tourism & Marketing

Heather Pelham, Commissioner

FY 2024 Governor's Recommend	\$ 15,189,028
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## Fiscal Year 2024 Budget Development Form - Department of Tourism & Marketing

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	Total \$\$	<u>Related Strategic Plan Outcome</u>
<b>Approp #1 Tourism &amp; Marketing: FY 2023 Approp</b>	3,490,357	0	10,483,053	75,000	14,048,410	
<b>FY 2023 Other Changes</b>	0	0	0	0	0	
<b>Total Approp. After FY 2023 Other Changes</b>	3,490,357	0	10,483,053	75,000	14,048,410	
<b>Personal Services</b>						
Base Salaries	61,872				61,872	Structural Statewide Pressure
Retirement Rate	27,056				27,056	Structural Statewide Pressure
Fringe Benefits (non-retirement)	22,010				22,010	Structural Statewide Pressure
<b>Grand Total Salary/Benefit base change</b>	110,938	-	-	-	110,938	Modernize and Improve Government
Contracted 3rd Party Services			3,000,000		3,000,000	Grow the Economy
<b>Total Personal Services Change</b>	110,938	-	3,000,000	-	3,110,938	
<b>Operating</b>						
EDA Federal Award: shift from advertising to contracting			(3,000,000)		(3,000,000)	Grow the Economy
Net Operating changes: tourism marketing	29,680				29,680	Grow the Economy
Net Operating changes: relocation marketing	400,000				400,000	Grow the Economy
<b>Total Operating Change</b>	429,680	-	(3,000,000)	-	(2,570,320)	
<b>Grants</b>						
Competitive Marketing and Regional Relocation Support Grants	600,000				600,000	Grow the Economy
<b>Total Grants Change</b>	600,000	-	-	-	600,000	
<b>Subtotal of Increases/Decreases</b>	1,140,618	0	0	0	1,140,618	
<b>FY 2024 Governor Recommend</b>	4,630,975	0	10,483,053	75,000	15,189,028	
<b>Tourism &amp; Marketing FY 2023 Appropriation</b>	3,490,357	0	10,483,053	75,000	14,048,410	
<b>Reductions and Other Changes</b>	0	0	0	0	0	
<b>FY 2023 Total After Other Changes</b>	3,490,357	0	10,483,053	75,000	14,048,410	
<b>TOTAL INCREASES/DECREASES</b>	1,140,618	0	0	0	1,140,618	
<b>Tourism &amp; Marketing FY 2024 Governor Recommend</b>	4,630,975	0	10,483,053	75,000	15,189,028	

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State of Vermont

FY2024 Governor's Recommended Budget: Rollup Report

Organization: 713000000 - Tourism and Marketing

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Salaries and Wages	850,833	858,378	858,378	920,250	61,872	7.2%
Fringe Benefits	451,273	518,844	518,844	567,910	49,066	9.5%
Contracted and 3rd Party Service	265,936	468,000	468,000	3,468,000	3,000,000	641.0%
PerDiem and Other Personal Services	700	252,700	252,700	252,700	0	0.0%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>1,568,741</b>	<b>2,097,922</b>	<b>2,097,922</b>	<b>5,208,860</b>	<b>3,110,938</b>	<b>148.3%</b>

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Equipment	904	2,000	2,000	2,000	0	0.0%
IT/Telecom Services and Equipment	78,112	63,436	63,436	84,013	20,577	32.4%
IT Repair and Maintenance Services	0	2,958	2,958	2,958	0	0.0%
Other Operating Expenses	523	1,290	1,290	1,290	0	0.0%
Other Rental	1,438	2,200	2,200	2,200	0	0.0%
Other Purchased Services	1,440,737	11,749,250	11,749,250	8,754,653	(2,994,597)	-25.5%
Property Rental	0	0	0	0	0	0.0%
Supplies	38,433	49,372	49,372	52,772	3,400	6.9%
Travel	21,744	29,982	29,982	30,282	300	1.0%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>1,581,891</b>	<b>11,900,488</b>	<b>11,900,488</b>	<b>8,930,168</b>	<b>(2,970,320)</b>	<b>-25.0%</b>

Budget Object Group: 3. GRANTS

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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Rollup Report**

**Organization: 713000000 - Tourism and Marketing**

Budget Object Rollup Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Grants Rollup	116,260	50,000	50,000	1,050,000	1,000,000	2,000.0%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>116,260</b>	<b>50,000</b>	<b>50,000</b>	<b>1,050,000</b>	<b>1,000,000</b>	<b>2,000.0%</b>

<b>Total Expenditures</b>	<b>3,266,892</b>	<b>14,048,410</b>	<b>14,048,410</b>	<b>15,189,028</b>	<b>1,140,618</b>	<b>8.1%</b>
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Fund Name	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
General Funds	3,215,673	3,490,357	3,490,357	4,630,975	1,140,618	32.7%
Coronavirus Relief Fund	0	0	0	0	0	0.0%
Federal Funds	0	10,483,053	10,483,053	10,483,053	0	0.0%
IDT Funds	51,220	75,000	75,000	75,000	0	0.0%
<b>Funds Total</b>	<b>3,266,892</b>	<b>14,048,410</b>	<b>14,048,410</b>	<b>15,189,028</b>	<b>1,140,618</b>	<b>8.1%</b>

Position Count	12
FTE Total	12

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**State of Vermont**  
**FY2024 Governor's Recommended Budget: Detail Report**

Organization: 713000000 - Tourism and Marketing

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

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Salaries and Wages</b>							
Description	Code						
Classified Employees	500000	850,535	425,339	425,339	451,858	26,519	6.2%
Exempt	500010	0	452,837	452,837	488,190	35,353	7.8%
Temporary Employees	500040	0	0	0	0	0	0.0%
Overtime	500060	298	0	0	0	0	0.0%
Vacancy Turnover Savings	508000	0	(19,798)	(19,798)	(19,798)	0	0.0%
<b>Total: Salaries and Wages</b>		<b>850,833</b>	<b>858,378</b>	<b>858,378</b>	<b>920,250</b>	<b>61,872</b>	<b>7.2%</b>

		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Fringe Benefits</b>							
Description	Code						
FICA - Classified Employees	501000	62,868	32,539	32,539	34,566	2,027	6.2%
FICA - Exempt	501010	0	34,642	34,642	37,347	2,705	7.8%
Health Ins - Classified Empl	501500	160,378	92,367	92,367	114,439	22,072	23.9%
Health Ins - Exempt	501510	0	113,146	113,146	108,219	(4,927)	-4.4%
Retirement - Classified Empl	502000	212,443	108,462	108,462	120,645	12,183	11.2%
Retirement - Exempt	502010	0	115,473	115,473	130,346	14,873	12.9%
Dental - Classified Employees	502500	6,845	5,971	5,971	5,971	0	0.0%
Dental - Exempt	502510	0	4,265	4,265	4,265	0	0.0%
Life Ins - Classified Empl	503000	3,734	2,130	2,130	1,912	(218)	-10.2%
Life Ins - Exempt	503010	0	2,270	2,270	2,445	175	7.7%

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State of Vermont

FY2024 Governor's Recommended Budget: Detail Report

Organization: 713000000 - Tourism and Marketing

Fringe Benefits		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
LTD - Classified Employees	503500	441	0	0	103	103	100.0%
LTD - Exempt	503510	0	760	760	821	61	8.0%
EAP - Classified Empl	504000	372	231	231	238	7	3.0%
EAP - Exempt	504010	0	165	165	170	5	3.0%
Employee Tuition Costs	504530	1,150	0	0	0	0	0.0%
Workers Comp - Ins Premium	505200	3,043	6,423	6,423	6,423	0	0.0%
Unemployment Compensation	505500	0	0	0	0	0	0.0%
<b>Total: Fringe Benefits</b>		<b>451,273</b>	<b>518,844</b>	<b>518,844</b>	<b>567,910</b>	<b>49,066</b>	<b>9.5%</b>

Contracted and 3rd Party Service		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
IT Contracts - Servers	507543	0	0	0	0	0	0.0%
Creative/Development	507561	0	97,000	97,000	97,000	0	0.0%
Advertising/Marketing-Other	507563	21,496	55,000	55,000	55,000	0	0.0%
Media-Planning/Buying	507564	108,763	110,000	110,000	3,110,000	3,000,000	2,727.3%
Other Contr and 3Rd Pty Serv	507600	135,678	206,000	206,000	206,000	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>265,936</b>	<b>468,000</b>	<b>468,000</b>	<b>3,468,000</b>	<b>3,000,000</b>	<b>641.0%</b>

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State of Vermont

FY2024 Governor's Recommended Budget: Detail Report

Organization: 713000000 - Tourism and Marketing

PerDiem and Other Personal Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Catamount Health Assessment	505700	0	0	0	0	0	0.0%
Per Diem	506000	700	2,700	2,700	2,700	0	0.0%
Other Pers Serv	506200	0	250,000	250,000	250,000	0	0.0%
<b>Total: PerDiem and Other Personal Services</b>		<b>700</b>	<b>252,700</b>	<b>252,700</b>	<b>252,700</b>	<b>0</b>	<b>0.0%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>1,568,741</b>	<b>2,097,922</b>	<b>2,097,922</b>	<b>5,208,860</b>	<b>3,110,938</b>	<b>148.3%</b>

Budget Object Group: 2. OPERATING

Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Other Equipment	522400	133	2,000	2,000	2,000	0	0.0%
Furniture & Fixtures	522700	771	0	0	0	0	0.0%
<b>Total: Equipment</b>		<b>904</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>0.0%</b>

IT/Telecom Services and Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Software-License-ApplicaSupprt	516551	25,597	0	0	0	0	0.0%
ADS VOIP Expense	516605	358	1,500	1,500	1,500	0	0.0%

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Organization: 713000000 - Tourism and Marketing

IT/Telecom Services and Equipment		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Telecom-Mobile Wireless Data	516623	480	1,100	1,100	1,100	0	0.0%
Telecom-Toll Free Phone Serv	516657	576	0	0	0	0	0.0%
Telecom-Conf Calling Services	516658	0	0	0	0	0	0.0%
Telecom-Wireless Phone Service	516659	5,561	7,464	7,464	8,664	1,200	16.1%
ADS Enterp App Supp SOV Emp Exp	516660	21,239	22,164	22,164	22,164	0	0.0%
It Intsvccost-Vision/Isdassess	516671	0	0	0	0	0	0.0%
ADS Centrex Exp.	516672	0	2,005	2,005	2,005	0	0.0%
ADS PM SOV Employee Expense	516683	2,420	0	0	0	0	0.0%
ADS Allocation Exp.	516685	15,915	12,403	12,403	12,446	43	0.3%
Software as a Service	519085	0	9,600	9,600	25,634	16,034	167.0%
Hw - Computer Peripherals	522201	225	0	0	0	0	0.0%
Hardware - Desktop & Laptop Pc	522216	2,487	5,700	5,700	9,000	3,300	57.9%
Hw-Personal Mobile Devices	522258	3,252	1,500	1,500	1,500	0	0.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>78,112</b>	<b>63,436</b>	<b>63,436</b>	<b>84,013</b>	<b>20,577</b>	<b>32.4%</b>

IT Repair and Maintenance Services			FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Repair & Maint - Office Tech	513010	0	1,300	1,300	1,300	0	0.0%
Software-Repair&Maint-Servers	513056	0	1,658	1,658	1,658	0	0.0%
<b>Total: IT Repair and Maintenance Services</b>		<b>0</b>	<b>2,958</b>	<b>2,958</b>	<b>2,958</b>	<b>0</b>	<b>0.0%</b>

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State of Vermont

FY2024 Governor's Recommended Budget: Detail Report

Organization: 713000000 - Tourism and Marketing

Other Operating Expenses		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Single Audit Allocation	523620	523	1,140	1,140	1,140	0	0.0%
Registration & Identification	523640	0	150	150	150	0	0.0%
Penalties	551065	0	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>523</b>	<b>1,290</b>	<b>1,290</b>	<b>1,290</b>	<b>0</b>	<b>0.0%</b>

Other Rental		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Rental - Auto	514550	938	2,200	2,200	2,200	0	0.0%
Rental - Other	515000	500	0	0	0	0	0.0%
<b>Total: Other Rental</b>		<b>1,438</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>	<b>0</b>	<b>0.0%</b>

Other Purchased Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	7,357	6,931	6,931	6,931	0	0.0%
Insurance - General Liability	516010	2,339	5,760	5,760	5,760	0	0.0%
Dues	516500	83,212	142,000	142,000	142,000	0	0.0%
Advertising-Tv	516811	4,500	20,000	20,000	770,000	750,000	3,750.0%
Advertising-Radio	516812	18,628	15,000	15,000	65,000	50,000	333.3%
Advertising-Print	516813	83,828	85,000	85,000	185,000	100,000	117.6%

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State of Vermont

FY2024 Governor's Recommended Budget: Detail Report

Organization: 713000000 - Tourism and Marketing

Other Purchased Services		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Advertising-Web	516814	1,003,792	11,323,154	11,323,154	6,624,154	(4,699,000)	-41.5%
Advertising-Other	516815	25,000	7,000	7,000	57,500	50,500	721.4%
Advertising - Out of Home	516817	92,000	0	0	750,000	750,000	100.0%
Advertising - Job Vacancies	516820	714	0	0	0	0	0.0%
Client Meetings	516855	99	0	0	0	0	0.0%
Trade Shows & Events	516870	2,509	40,000	40,000	40,200	200	0.5%
Giveaways	516871	4,002	0	0	0	0	0.0%
Sponsorships	516872	27,015	0	0	0	0	0.0%
Photography	516875	56,633	33,477	33,477	29,445	(4,032)	-12.0%
Printing and Binding	517000	2,391	10,100	10,100	5,750	(4,350)	-43.1%
Printing & Binding-Bgs Copy Ct	517005	0	0	0	0	0	0.0%
Printing-Promotional	517010	723	1,400	1,400	18,400	17,000	1,214.3%
Photocopying	517020	181	0	0	0	0	0.0%
Registration For Meetings&Conf	517100	4,215	4,050	4,050	4,050	0	0.0%
Empl Train & Background Checks	517120	218	0	0	0	0	0.0%
Postage	517200	(1,408)	27,450	27,450	22,450	(5,000)	-18.2%
Postage - Bgs Postal Svcs Only	517205	7,550	1,000	1,000	1,000	0	0.0%
Freight & Express Mail	517300	12,098	20,428	20,428	20,428	0	0.0%
Instate Conf, Meetings, Etc	517400	0	0	0	0	0	0.0%
Outside Conf, Meetings, Etc	517500	0	0	0	0	0	0.0%
Other Purchased Services	519000	292	0	0	0	0	0.0%
Human Resources Services	519006	0	0	0	85	85	100.0%
Brochure Distribution	519030	2,769	6,500	6,500	6,500	0	0.0%
Moving State Agencies	519040	80	0	0	0	0	0.0%
<b>Total: Other Purchased Services</b>		<b>1,440,737</b>	<b>11,749,250</b>	<b>11,749,250</b>	<b>8,754,653</b>	<b>(2,994,597)</b>	<b>-25.5%</b>

State of Vermont

FY2024 Governor's Recommended Budget: Detail Report

Organization: 713000000 - Tourism and Marketing

			FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget			Difference Between Recommend and FY2023 As Passed	Percent Change Recommend and FY2023 As Passed
<b>Property Rental</b>								
Description	Code							
Rent Land&Bldgs-Non-Office	514010	0	0	0	0	0	0	0.0%
<b>Total: Property Rental</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

			FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget		Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Supplies</b>		FY2022 Actuals						
Description	Code							
Office Supplies	520000	412	1,759	1,759	1,759	0	0.0%	
Gasoline	520110	112	900	900	900	0	0.0%	
Other General Supplies	520500	240	200	200	200	0	0.0%	
It & Data Processing Supplies	520510	0	0	0	0	0	0.0%	
Photo Supplies	520560	687	3,000	3,000	3,000	0	0.0%	
Food	520700	175	0	0	0	0	0.0%	
Subscriptions	521510	33,782	43,513	43,513	46,913	3,400	7.8%	
Subscriptions Other Info Serv	521515	3,025	0	0	0	0	0.0%	
<b>Total: Supplies</b>		<b>38,433</b>	<b>49,372</b>	<b>49,372</b>	<b>52,772</b>	<b>3,400</b>	<b>6.9%</b>	

			FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget		Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
<b>Travel</b>		FY2022 Actuals						
Description	Code							
Travel-Inst-Auto Mileage-Emp	518000	1,372	3,000	3,000	3,300	300	10.0%	
Travel-Inst-Other Transp-Emp	518010	24	900	900	900	0	0.0%	
Travel-Inst-Meals-Emp	518020	26	200	200	200	0	0.0%	

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State of Vermont

FY2024 Governor's Recommended Budget: Detail Report

Organization: 7130000000 - Tourism and Marketing

Travel		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Travel-Inst-Lodging-Emp	518030	1,318	1,250	1,250	1,250	0	0.0%
Travel-Inst-Incidentals-Emp	518040	87	350	350	350	0	0.0%
Travel-Inst-Auto Mileage-Nonemp	518300	556	2,500	2,500	2,500	0	0.0%
Travel-Inst-Other Trans-Nonemp	518310	1,559	100	100	100	0	0.0%
Travel-Inst-Meals-Nonemp	518320	0	150	150	150	0	0.0%
Travel-Inst-Lodging-Nonemp	518330	0	1,000	1,000	1,000	0	0.0%
Travel-Inst-Incidentals-Nonemp	518340	0	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	603	470	470	470	0	0.0%
Travel-Outst-Other Trans-Emp	518510	4,344	4,500	4,500	4,500	0	0.0%
Travel-Outst-Meals-Emp	518520	1,219	2,050	2,050	2,050	0	0.0%
Travel-Outst-Lodging-Emp	518530	9,318	9,792	9,792	9,792	0	0.0%
Travel-Outst-Incidentals-Emp	518540	269	1,220	1,220	1,220	0	0.0%
Travel-Outst-Other Trans-Nonemp	518710	870	2,000	2,000	2,000	0	0.0%
Travel-Outst-Meals-Nonemp	518720	181	0	0	0	0	0.0%
Travel-Outst-Lodging-Nonemp	518730	0	500	500	500	0	0.0%
Travel-Outst-Incidentals-Nonemp	518740	0	0	0	0	0	0.0%
<b>Total: Travel</b>		<b>21,744</b>	<b>29,982</b>	<b>29,982</b>	<b>30,282</b>	<b>300</b>	<b>1.0%</b>
<b>Total: 2. OPERATING</b>		<b>1,581,891</b>	<b>11,900,488</b>	<b>11,900,488</b>	<b>8,930,168</b>	<b>(2,970,320)</b>	<b>-25.0%</b>

Budget Object Group: 3. GRANTS

Report ID: VTPB-07\_GOV REC  
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 Run Time: 09:49 AM

State of Vermont

FY2024 Governor's Recommended Budget: Detail Report

Organization: 7130000000 - Tourism and Marketing

Grants Rollup		FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
Description	Code						
Other Grants	550500	116,260	50,000	50,000	1,050,000	1,000,000	2,000.0%
<b>Total: Grants Rollup</b>		<b>116,260</b>	<b>50,000</b>	<b>50,000</b>	<b>1,050,000</b>	<b>1,000,000</b>	<b>2,000.0%</b>
<b>Total: 3. GRANTS</b>		<b>116,260</b>	<b>50,000</b>	<b>50,000</b>	<b>1,050,000</b>	<b>1,000,000</b>	<b>2,000.0%</b>
<b>Total Expenditures</b>		<b>3,266,892</b>	<b>14,048,410</b>	<b>14,048,410</b>	<b>15,189,028</b>	<b>1,140,618</b>	<b>8.1%</b>

Fund Name	Fund Code	FY2022 Actuals	FY2023 Original As Passed Budget	FY2023 Governor's BAA Recommended Budget	FY2024 Governor's Recommended Budget	Difference Between FY2024 Governor's Recommend and FY2023 As Passed	Percent Change FY2024 Governor's Recommend and FY2023 As Passed
General Fund	10000	3,215,673	3,490,357	3,490,357	4,630,975	1,140,618	32.7%
Inter-Unit Transfers Fund	21500	51,220	75,000	75,000	75,000	0	0.0%
Federal Revenue Fund	22005	0	10,483,053	10,483,053	10,483,053	0	0.0%
Coronavirus Relief Fund	22045	0	0	0	0	0	0.0%
<b>Funds Total</b>		<b>3,266,892</b>	<b>14,048,410</b>	<b>14,048,410</b>	<b>15,189,028</b>	<b>1,140,618</b>	<b>8.1%</b>

Position Count	12
FTE Total	12.00

Report ID: VTPB-28-GRANTS\_OUT  
Run Date: 2/2/2023  
Run Time: 3:48 PM

State of Vermont  
FY2024 Governor's Recommended Budget  
Grants Out Inventory Report



**7130000000 - Tourism and Marketing**

Budget Request Code	Fund	Justification	Budgeted Amount
13462	10000	Competitive Marketing Grants	\$1,050,000
		<b>Total</b>	<b>\$1,050,000</b>

Report ID:VTPB-23-IDT

Run Date: 2/2/2023

Run Time:4:38 PM

State of Vermont  
FY2024 Governor's Recommended Budget  
Interdepartmental Transfers Inventory Report



**713000000 - Tourism and Marketing**

Budget Request Code	Fund	Justification	Budgeted Amount
13463	21500	00000 Various State Entities - Chief Marketing Office billings	\$75,000
<b>Total</b>			<b>\$75,000</b>

Report ID: VTPB-24-FED\_RECEIPTS

Run Date: 2/2/2023

Run Time: 3:55 PM

State of Vermont  
FY2024 Governor's Recommended Budget  
Federal Receipts Inventory Report



**713000000 - Tourism and Marketing**

Budget Request Code	Fund	Justification	Budgeted Amount
13464	22005	CFDA 11.307 EDA Federal Award: State Tourism Grant	\$10,483,053
<b>Total</b>			<b>\$10,483,053</b>

**Department of Tourism & Marketing - Contracts**

**FY 24 CONTRACT DETAIL**

<b>Name/Type</b>	<b>Account Code</b>	<b>FY 2024 Contracts Request</b>	<b>General Fund</b>	<b>IDT 21500</b>
Advertising/Marketing -Web Design	507561	97,000	77,000	20,000
Advertising/Marketing -Other	507563	55,000	55,000	
Media-Planning/Buying	507564	3,110,000	110,000	
Other Contracts & Third Party Svcs	507600	206,000	206,000	-
<b>Total Tourism &amp; Marketing</b>		<b>3,468,000</b>	<b>448,000</b>	<b>20,000</b>

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	\$ Amounts granted out (if available)
<b>PROGRAM #1: TOURISM &amp; MARKETING ADMINISTRATION</b>								
Leadership, management and administrative support for all programs, including administration of grant funds, are all part of the general administration of the department.	FY 2021 Actual expenditures	281,735				281,735	2	-
	FY 2022 estimated expenditures (including requested budget)	316,421				316,421	1	-
	FY 2023 Budget Request for Governor's Recommendation	210,239				210,239	1	-
	FY 2024 Budget Request for Governor's Recommendation	210,239				210,239	1	-
<b>PROGRAM #2: MARKETING &amp; ADVERTISING</b>								
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 2021 Actual expenditures	730,686			2,635	733,321	4	
	FY 2022 estimated expenditures (including requested budget)	1,995,930				1,995,930	4	
	FY 2023 Budget Request for Governor's Recommendation	1,985,164		10,483,053	55,000	12,523,217	4	
	FY 2024 Budget Request for Governor's Recommendation	2,385,164		10,483,053	55,000	12,923,217	4	
<b>PROGRAM #3: INDUSTRY SUPPORT &amp; OUTREACH</b>								
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 2021 Actual expenditures	277,583			-	277,583	2	60,000
	FY 2022 estimated expenditures (including requested budget adjustments)	509,182			-	509,182	2	76,880
	FY 2023 Budget Request for Governor's Recommendation	564,635			-	564,635	2	50,000
	FY 2024 Budget Request for Governor's Recommendation	1,305,253			-	1,305,253	2	600,000
<b>PROGRAM #4: COMMUNICATIONS &amp; PUBLIC RELATIONS</b>								
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 2021 Actual expenditures	309,859			-	309,859	3	-
	FY 2022 estimated expenditures (including requested budget)	347,442			-	347,442	3	-
	FY 2023 Budget Request for Governor's Recommendation	377,651			-	377,651	3	-
	FY 2024 Budget Request for Governor's Recommendation	377,651			-	377,651	3	-
<b>PROGRAM #5: RESEARCH &amp; ANALYSIS</b>								
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 2021 Actual expenditures	-			-	-	-	-
	FY 2022 estimated expenditures (including requested budget)	78,000			-	78,000	-	-
	FY 2023 Budget Request for Governor's Recommendation	88,000			-	88,000	-	-
	FY 2024 Budget Request for Governor's Recommendation	88,000			-	88,000	-	-
<b>PROGRAM #6: CREATIVE SERVICES</b>								
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 2021 Actual expenditures	236,647				236,647	2	-
	FY 2022 estimated expenditures (including requested budget)	238,334			20,000	258,334	2	-
	FY 2023 Budget Request for Governor's Recommendation	264,668			20,000	284,668	2	-
	FY 2024 Budget Request for Governor's Recommendation	264,668			20,000	284,668	2	-
	<b>FY 2021 Actuals</b>	<b>1,836,510</b>			<b>2,635</b>	<b>1,839,145</b>	<b>13</b>	<b>60,000</b>
	<b>FY 2022 Estimated</b>	<b>3,485,309</b>			<b>20,000</b>	<b>3,505,309</b>	<b>12</b>	<b>76,880</b>
	<b>FY 2023 Budget Request</b>	<b>3,490,357</b>		<b>10,483,053</b>	<b>75,000</b>	<b>14,048,410</b>	<b>12</b>	<b>50,000</b>
	<b>FY 2024 Budget Request</b>	<b>4,630,975</b>		<b>10,483,053</b>	<b>75,000</b>	<b>15,189,028</b>	<b>12</b>	<b>600,000</b>
	<b>FY24 Targets</b>	<b>4,630,975</b>		<b>10,483,053</b>	<b>75,000</b>	<b>15,189,025</b>		<b>600,000</b>
	Difference	-		-	-	-		-

**Department of Tourism and Marketing (VDTM)**  
**Fiscal Year 2024 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, and to encourage residents and visitors to purchase Vermont-made products and experiences.

The Department has also been playing an increasingly greater role in providing communications and marketing expertise to support Vermont’s efforts to recruit new businesses and residents to the state, and to convert visitors to become full-time residents, through support of the Think Vermont initiative and regional relocation network.

In concert with the rest of the Agency, VDTM continues to adapt and transform our operations to help businesses, communities and Vermonters fully recover and take full advantage of the unprecedented levels of federal investment available as a result of the Covid-19 pandemic. The types of activities needed to support Vermont’s travel and tourism sector have expanded to include new grant programs, more business outreach and industry facilitation, more research, and more support for regional relocation efforts, in addition to our ongoing work to promote Vermont as a travel destination to local, regional, national, and global audiences.

### **POPULATION SERVED**

The work of the Department serves all Vermont residents as tourism, and the economic impact of visitation, reaches all corners of the state. Whether residents are directly employed in the sector, provide the goods, services and experiences that attract visitors, or benefit from the tax revenue and economic activity visitors generate, tourism contributes significantly to the health and vibrancy of communities across Vermont.

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; 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. While the Covid-19 pandemic had an undeniably dramatic impact on visitation, with travel spending suffering a 44% decrease from 2019 to 2020, tourism rebounded in 2021 to contribute \$2.7 billion to the Vermont economy. Preliminary 2022 travel spending estimates show economic activity should reach or surpass the pre-pandemic benchmark of \$3.0 billion for the sector. The total tax revenue generated by tourism activity topped \$387 million in 2021, translating into a tax relief savings of \$1,475 for every Vermont household.

With the integration of the Office of the Chief Marketing Office (CMO) into the Department in 2019, the population that VDTM serves also includes other state agencies and departments. The CMO supports promotional and marketing initiatives by agencies across the state government enterprise with strategic expertise, brand and digital asset management, and direct creative services for promotions, awareness campaigns, websites, and other outreach scenarios.

## **OUTCOMES AND MEASURES**

### **PERFORMANCE-BASED BUDGET**

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; Communications and Public Relations; Industry Support and Outreach; Research and Analysis, and Creative Services.

### **PERFORMANCE SUMMARY**

As explained in detail in each section below, the Department looks at broad economic indicators as well as more specific marketing performance metrics in an attempt to answer the questions of How much did we do? How well did we do it? and Is anyone better off?

Looking at the economic data for the tourism and hospitality sector as a whole, estimated tax revenues from tourism are up dramatically in 2021 as compared to 2020 when the Covid-19 pandemic had a major impact. By 2021, most tax category receipts were back up to or had surpassed 2019 pre-pandemic levels. In terms of employment, the leisure and hospitality sector included over 31,000 employees in 2022, an increase of about 21% from 2020. However that number is still about 20% lower than the pre-pandemic levels. Other visitation data such as skier visits, visitor information center traffic, and border crossings are all showing increases in 2022 vs 2021 and 2020, but lower than 2019 levels. Taken together, the data tells a story of encouraging increases, especially where dollars are injected into our economy and state budget (travel spending and tax receipts), but with the caveat that important indicators of our tourism economy (such as employment and visitors crossing the Canadian border) are still lagging pre-pandemic levels.

More specific to the work of VDTM, thanks to resources allocated from Coronavirus Relief Funds in FY21 and additional General Fund appropriations to VDTM to aid recovery in FY22, VDTM has been able increase our marketing and advertising efforts—the *how much* of what we do—several times over and above what we were able to accomplish with much fewer resources in 2019. In addition to the increase in impressions from paid media, which gives us a measure for how many people we are able to reach with our messaging, the Department has expanded the types of support we are able to offer the tourism industry, including new grant funding programs, content partnerships, and regional collaborations.

As far as *how well* are we doing, performance metrics from owned media remain strong, with the number of website visits/sessions holding steady and our social media audience increasing by over 6% in 2022. The “Plan Your Visit” business directory and Events calendar that VDTM manages with the Vermont Chamber of Commerce saw its first full year of operation in 2022 and provided 136,000+ web users with detailed information, referrals and ‘call to action’ conversions to small business throughout the state. More details are available in the Think Vermont section, but our ‘Connect with a Vermonter’ lead distribution system gives us a new tool and baseline to measure how well we are doing with our relocation and recruitment efforts. As another measure of how well we are doing, we also now have access to a Return on Ad Spend (ROAS) calculation for the digital display advertising in our paid media work. The mechanics of this calculation are provided within the Research and Analytics section of the narrative and show we achieved a strong \$46:1 ROAS with our Summer-Fall 2022 tactics, an encouraging result that supports the value of brand-building and awareness campaigns in the digital space.

It will be difficult to measure whether we are *better off* until the tourism and hospitality sector has had more time to recover from the pandemic. That said, we can report that 100% of grant awardees from the Restart Vermont Regional Marketing and Stimulus Grant Program administered by VDTM either agreed or strongly agreed that their community benefited from the grant funding and marketing programs.

## **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 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 and regional partners.

### **PAID MEDIA**

VDTM’s paid advertising strategy includes a combination of digital advertising, native advertising (sponsored content), advertising on social media, print, broadcast and connected TV channels, as well as out-of-home tactics (outdoor advertising). Campaign investments are geotargeted to key drive markets (MA, CT, RI, NH, ME, NY, NJ, PA); drive/fly markets (MD, DC, VA, NC, SC, GA, FL); and well as fly/like markets (Chicago, Denver, Dallas, Nashville, Columbus, Minneapolis, Seattle, Phoenix, Houston, Austin, San Francisco, Los Angeles). Targeting is further honed based on behavior and intent in order to increase brand awareness and encourage visitation. Advertising creative celebrates Vermont as “A Place All Its Own,” inviting future visitors to learn about the experiences Vermont offers via our outdoor recreation, culinary experiences, and cultural attractions, with a particular emphasis on the natural beauty of our state.

Advertising is deployed at various touchpoints on the classic marketing funnel to influence decision making along a consumer's research and purchase journey. The primary focus of the Department is at the top of the funnel, with brand awareness and interest. We are not selling a particular product or activity, but the idea of Vermont, so our role is to capture attention and broadly create interest in Vermont as a destination. We focus on brand awareness campaigns to inspire visitors and nurture our brand affinity, to continually fill the 'funnel' with potential visitors and encourage them to take the next step to decide what to do and where to go or stay when they here in Vermont.

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 to reinforce the idea of traveling to Vermont and inspire further action. The Department also invests in travel content platforms and sponsors native advertising (editorial content that we work with the publication to produce) to provide exposure to regional and industry partners and elevate Vermont brand experiences to a larger audience than any one business or region could achieve on their own.

With resources allocated to the Department from Coronavirus Relief Funds in FY21 and additional one-time General Fund appropriations to aid recovery in FY22, VDTM has been able to run brand awareness campaigns more consistently and to a much larger audience than ever before. While there is still some pent up demand for travel to leverage in the wake of the pandemic, we also recognize that Vermont faces strong competition from every destination that depends on a strong visitor economy as we do. Our marketing strategy includes not only inviting previous visitors back and keeping Vermont top of mind across the country, but we continue our work to reach new and diverse audiences to protect and strengthen our market share.

Some highlights of our 2022 campaign work include:

- Continued promotion of the video [Vermont: The Long Trail Home](#), in which Kina Pickett beautifully articulates how "Vermont is about as perfect as it gets" in the final leg of a cross-country journey to Kina's childhood home to celebrate all that Vermont is with his family. Following the success of that project, the Department partnered with Matador Network again to this time celebrate the culture of skiing in Vermont in a new video for the winter tourism season, [Sharing the Stoke: Why We Love Vermont's Indie Ski Resorts](#).
- An out-of-home campaign in the greater New York City market area to promote both general visitation and the new Amtrak line extension to Burlington. Placements included train platform posters and digital video displays in Grand Central Station and up the commuter rail line to New Haven, CT, as well as digital kiosks and transit shelter placements in residential areas of Manhattan and Brooklyn. The flight ran for six weeks in August and early September and generated over 68 million impressions.
- A robust multi-channel (digital display, video pre-roll, connected TV, print, social media, email, search) deployment of our 'A Place All Its Own' campaign, to position ourselves with an open invitation to travel, but still leaving space for individual inspiration. Brand creative encourages visitors to look 'Beyond the Everyday' and consider that, *Vermont is a place unlike any other, where life is better when you slow down, look around, and simply take notice. Vermont can inspire, restore, and bring you to a whole new state.*

Sponsored native content is tactic that allows us to leverage the brand networks of media and content partners, to get in front of particular audiences and to extend the reach of our message far beyond our own channels. We are also able to highlight individual properties, attractions,

and experiences around the state, giving visitors specific trip planning ideas and providing national exposure to our local businesses. A sample of the content we created in 2022 includes:

- As outdoor recreation continues to be a great brand strength, we worked with Outside Magazine this summer to highlight not only [Vermont's Best Bike Rides](#), but also content touting Vermont as a four season vacation destination within their family of brands. [Backpacker](#) wrote about outdoor adventure, from farm walks to hikes with beautiful views. [Yoga Journal's article](#) focused on finding moments of calm in every corner of Vermont, from greeting the sun lakeside in the morning to inspirational art. [Clean Eating](#) focused on farm-to-table dining, including dairy and maple products. A final [Outside Magazine article](#) summed up three ways to get the best in Vermont, including farm-to-table dining, outdoor adventure, and finding Zen.
- To further highlight Vermont's local food culture, we worked with [New York Magazine](#) to publish an article featuring seven food experiences, highlighting classes, tastings, and tours.
- In a partnership with the online platform Freehub, we were able to create a [digital Vermont Travel Guide](#) to mountain biking opportunities across the state as a companion to the visually stunning [Vermont Photo Book](#) they published, featuring exceptional photography celebrating Vermont's mountain biking history and terrain.
- To address one of our strategic priorities to reach more diverse audiences and be more intentional in how we represent the state, we partnered again with Edge Media Network, a content platform with an LGBTQ+ readership, to promote the [Pride Festival in Burlington](#) and ideas for a [Rainbow Road Trip: The Ultimate Green Mountain Adventure](#).
- Other content projects with Matador Network included an article on [Scenic Backroads](#), as well as content to support winter visitation both off ([6 Ways To Enjoy Winter in Vermont — Beyond the Slopes](#)) and on the slopes ([6 Reasons To Ski Vermont This Winter](#)).

With this broad brand awareness marketing, we are working at the top of funnel, promoting the brand, keeping Vermont top of mind, nurturing existing brand affinity, and creating new brand awareness on a regional and national level. Our 2022 campaign for summer and fall visitation was able to achieve over 167 million impressions across the various tactics in our marketing mix, a 161% increase from the 63.9 million impressions the Department was able to achieve across all tactics in 2019 when we did not have the benefit of recovery and one-time investments in our budget to achieve consistent national reach in our messaging.

To show the effectiveness of our work beyond just impressions, we continue to invest in tools and research that can tie these brand awareness numbers to actual economic impact. In 2020 we switched the vendor we use for programmatic digital advertising to take advantage of their capability to calculate return on ad spend. Through Conversant and their parent company, Epsilon, we can track in-market purchases from individuals exposed to the Department's advertising. While not every transaction is captured, we can now show a preliminary 46:1 return on ad spend from our Summer-Fall 2022 campaign, based on our investment and visitor spending. More details on this calculation are provided in the Research and Analysis section.

#### 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 an Explore Vermont section that includes trip ideas, sample itineraries, an events calendar, lodging deals; and access to the ‘Plan Your Visit’ business directory for detailed information on specific dining, lodging or entertainment properties.

While website visitors are not going to be booking actual hotel rooms or making other direct purchases on our site, we track our performance by tallying other ‘conversion actions’ that represent deeper interest and engagement, and a higher likelihood they will visit Vermont, including:

- Total time spent at VermontVacation.com (including session duration, the number of pages visited, etc.)
- External links to the ‘Plan Your Visit’ business directory and Events calendar
- Total reach and engagement on social media channels
- Sign-ups to our newsletter, fall foliage report or requests more information

Looking at overall traffic, the VermontVacation.com website hosted almost 1.6 million sessions (visits) in 2022, representing a 30% increase from 2021. The average session length and the number of pages visited per session has remained relatively consistent over the last several years. In an effort to increase user engagement on the website, the Department is in the process of a complete design overall that is scheduled to be completed in advance of the 2023 summer travel season.

	2019	2020	2021	2022
VermontVacation.com Website Traffic (Sessions)	886,914	1,174,330	1,217,238	1,577,942
Average VermontVacation.com Session Duration	1:41	1:24	1:41	1:27
Average Pages Visited per VermontVacation.com Session	1.86	1.58	1.76	1.64

Two of the most utilized resources on the VermontVacation.com website are the ‘Plan Your Visit’ business directory and the Events calendar. Both tools are managed in collaboration with the Vermont Chamber of Commerce to ensure business listings are accurate and current, and to drive more traffic ‘down the funnel’ to tourism individual properties and community events across Vermont. The ‘Plan Your Visit’ directory currently has just shy of 1,400 business listings and user can filter search results by type of experience or specials available. Thanks to user experience updates made in 2021, users also now have the ability to ‘book now’ or ‘reserve a table’ which is about as close as we can get to documenting a final sale. The directory and events calendar hosted almost 200,000 sessions in 2022, an increase of over 15% from 2021, and generated over 66,000 outbound referral links to Vermont businesses and organizations across the state.

In addition to VermontVacation.com, VDTM communicates directly with potential Vermont visitors and industry partners using email marketing. With a list growth of 6% in 2022, over 118,000 consumers are now subscribed to receive email content from the Department highlighting the best of Vermont. Open rates averaged 27.8% throughout 2022, up from 2020 when it was consistently below 20%, and we consistently see upticks in pageviews and sessions on the website coming from our email marketing. An email campaign focused on [four-season trip ideas](#) had the highest open rate and an email highlighting a variety of [things to do in Vermont in the summer](#) saw the highest number of clicks from the email campaign over to VermontVacation.com. Published each fall, the ‘Fall Foliage Report’ is the highest overall performing email marketing content, with open rates that stayed above 40% during the six-week campaign, peaking at 50%. The top three links clicked drove to the fall foliage report, the fall foliage forecaster page, and the scenic drives in Vermont page. User experience improvements in the design of the Fall Foliage Report have increased engagement and contributed to a 20% increase in subscribers in 2022.

Finally, as we also understand that some potential visitors prefer to receive visitation information either over the phone or through the mail, the Department maintains a contract with an outside firm to answer inquiries at 1-800-VERMONT. During the pandemic this service was utilized heavily for information on Covid-19 and travel restrictions. Call volume has since decreased and the number of requests for information to be mailed (maps and brochures) continues to show variation from year to year.

	2019	2020	2021	2022
Calls to 1-800-VERMONT	353	1,720	1,435	1,219
Information requests fulfilled (printed materials)	22,346	15,629	21,580	18,917

## **COMMUNICATIONS AND PUBLIC RELATIONS**

Creating and curating high-quality content, that celebrates the brand values and experiences Vermont has to offer, and keep readers engaged and excited, is at the core of the Department’s communications work. VDTM produces written and video content to inspire both visitation and relocation featuring core content themes that tell the story of Vermont in a compelling 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. Our storytelling seeks to leverage the attributes of the Vermont brand that differentiate us from competitors including Outdoor Recreation; Arts, Culture and Heritage; Culinary Experiences and Agritourism; and Events and Itineraries.

- Outdoor recreation has always played a pivotal role in Vermont’s story. It is a central theme in our visual identity and the way Vermont embraces an outdoor lifestyle is central to our brand. 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 opportunities. 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. As we saw throughout the pandemic and into today, access to nature is important to the physical and mental health of not only our residents, but our visitors as well. The open space our natural environment offers, and the promise of a safe outdoor experience that space enables, will continue to give Vermont a valuable competitive brand advantage. VDTM regularly collaborates with organizations such as the Vermont Outdoor Business Alliance, Vermont Outdoor Recreation Economic Collaborative, Vermont Adaptive Ski and Sports, Vermont Mountain Bike Association, and the Vermont Ski Areas Association to highlight the exceptional outdoor recreation opportunities available in Vermont.
- Arts and culture stitch together the fabric of our communities and are central to the vibrancy and uniqueness of the experiences offered in our historic downtowns, city centers and rural hills across the state. Our reputation for creativity and innovation is part of what defines Vermont’s identity and helps us to achieve the brand promise of authenticity that so many destinations may aspire to, but we achieve with ease. VDTM collaborates regularly with cultural and downtown organizations to amplify events and arts experiences to the largest possible audience, such as the 2021 ‘Stages in the Sun’ partnership with the Vermont Arts Council to encourage folks to

enjoy live music again after the pandemic. In fact, research has shown that 70% of visitors who come to Vermont for a world-class music festival, dance performance, or museum exhibit say it was their primary purpose for visiting. The Department also promotes other cultural gems like the Vermont African American Heritage Trail that has generated interest from national and international audiences seeking out the historic and modern African American experience and is now a popular trail for visitors to discover points of interest across Vermont. VDTM works closely with our State Historic Sites to promote visitation and the Department has an active role on the Vermont 250 Commission to help prepare for upcoming 250th anniversary of the United States in 2026.

- Eating local in Vermont has been a way of life for many, long before the phrase “farm-to-table” was coined, and Vermont is recognized as a national leader in agritourism experiences. 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. With the most craft breweries per capita and exceptional dining experiences available throughout the state, Vermont’s food and drink producers are creating brand experiences that are driving visitation, not just as added component of a Vermont vacation. Through the Department’s on-going collaboration with Vermont Fresh Network and Dig In Vermont, a new food and farms experiences brochure is now available in print and online, directing visitors to over 600 food and farm locations, from breweries and wineries, to maple sugar houses and dairy farms, to farmers’ markets, pick-your-own operations and eateries throughout the state. Vermont was also able to showcase our leadership in the agritourism space after being selected to host the International Workshop on Agritourism in August 2022, welcoming over 500 participants from over 50 countries, both virtually and in person in Burlington. The conference closed with an announcement on the work being done on the international culinary trail that will connect Vermont, New York, Quebec, and Ontario.
- Visitors are increasingly seeking authentic experiences to immerse themselves in local culture. 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. Themed or location-specific itineraries are popular and effective avenues to lead visitors to these brand experiences and encourage visitation to every corner of Vermont. The state’s natural beauty becomes the backdrop for trip ideas that the Department promotes for scenic drives around Vermont, including following Vermont’s Scenic Byways, the African American Heritage Trail, and the Stone Trail, and numerous culinary trails such as the creemee trail, chocolate trail, cheese trail, beer trails, and more. In partnership with the Vermont Chamber of Commerce, one of the features of the Inspiration Guide that is published each year, with a print distribution of over 200,000 copies, highlights “72 Hours” itineraries to highlight things to do in various Vermont towns. As noted previously, the Events calendar is one of the most utilized resources on the VermontVacation.com website, cataloging over 60,000 sessions in 2022.

#### DIVERSITY, EQUITY, INCLUSION, AND ACCESSIBILITY (DEIA)

One of the strategic priorities of the Department is to be more intentional in how we represent the state, using a lens of Diversity, Equity, Inclusion, and Accessibility when we are choosing imagery, creating content, developing partnerships, making strategic marketing decisions, or otherwise going about our day-to-day activities. In the past year we worked with the Office of Racial Equity to craft a DEIA statement to publicly state our intentions and create a framework to help guide our work. Our statement reads:

*“The Vermont Department of Tourism and Marketing is committed to identify, remove, and reform barriers that prevent people of all backgrounds and abilities from connecting with Vermont as a tourism destination. With an awareness that we are on the*

*land of ancestral stewards, we know the important role that government has to increase meaningful inclusion and representation. We recognize that there is much work to do, and we are committed to being a leader and collaborator on local and statewide efforts to advance equity and accessibility in Vermont.”*

The challenge for the Department is to stay focused on these foundational concepts and continue to improve, realizing as stated that there is much work for us to do. Some of the progress we have achieved in this area includes:

- VDTM joined Travel Unity, which is a 501(c)(3) non-profit focused on increasing diversity in the world of travel, becoming the first state-level destination marketing organization to do so. Membership has provided us with an on-going opportunity to share ideas, hear lived experiences, and learn best practices from other destinations and leaders in this space. In addition to members of our team, we sponsored members of our Travel and Recreation Council to attend the Travel Unity Northeast Summit in December to expand this conversation within the travel and tourism industry in Vermont and inspire each other to engage in this work. The Department will be sponsoring Travel Unity to conduct a half-day seminar on diversity, equity, inclusion, and accessibility at the Vermont Tourism Summit in 2023 to extend these conversations to more industry partners.
- In collaboration with the Vermont Outdoor Business Alliance and Vermont-based Powered Magazine, the Department supported a two-part project this summer and fall with a group of BIPOC Vermonters aimed at providing access to recreational experiences and supporting greater representation in outdoor recreation photography. The project provided support for an outing on the Island Line Rail Trail in Burlington in July, with e-biking, hiking, birding, and rock climbing activities. In September, the group enjoyed fly fishing and sculling on the West River in Brattleboro. Both events were also supported by multiple outdoor brands in Vermont and will provide VDTM with new imagery that depicts Vermonters of color enjoying outdoor recreation.
- As described in more detail in the Social Media section, VDTM has made a concerted effort to select BIPOC individuals, as well as individuals with a disability, when we look to create partnerships with social media influencers. When we review requests for content creation or sponsorships, we also prioritize voices with diverse viewpoints are currently working with Powered Magazine again on content that celebrates the joy of being engaged in outdoor spaces for BIPOC individuals in Vermont.
- In our paid advertising efforts we have partnered with the Edge Media Network, an online content platform with an LGBTQ+ readership, to create Vermont content that not only supports travel experiences, but also LGBTQ-owned Vermont businesses. In 2021 we partnered with Travel Noire, a travel site that describes itself as a platform for Black voices and stories to develop content including [24-Hours in Black-owned Vermont](#) and [Seven Reasons to Visit Vermont for an Autumn Getaway](#) that we continue to promote.
- As noted in the Partnerships section, the Department created a criterion for the Tourism and Economic Recovery Marketing Grants Program that priority for funding would be given to projects that reached underrepresented and new and diverse communities of visitors. Creative assets developed from this grant funding will be available for the Department to utilize in future promotional activities including: a series of videos produced by the Vermont River Conservancy on swimming holes, kayaking, canoeing, and fishing in Vermont in both Spanish and English; video and photography from Vermont Adaptive highlighting accessible adventures and outdoor recreation in the Mad River Valley, Killington/Rutland region, and on the Burlington waterfront and bike path; and a set of interest-specific itineraries for the Upper Valley translated into Spanish, French, and Mandarin, to name a few.
- The Chief Marketing Office has also prioritized accessibility improvements as described in more detail in the Creative Services section, from updating the State of Vermont brand standards, to developing accessible templates for reports and presentations, to facilitating trainings on diversity, equity, inclusion, and accessibility topics for communications staff throughout the state enterprise.

## 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, bloggers, and lifestyle writers to 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 2022, stories about Vermont travel and tourism experiences appeared in *Conde Nast Travel*, *Travel + Leisure*, *Forbes*, *Fodor's Travel*, *World Atlas*, *Lonely Planet*, *American Express Travel List*, *AFAR*, *Yankee Magazine*, *Thrillist*, *The New York Times*, *Washington Post*, *Boston Magazine*, *Boston Globe*, *Boston Herald*, *Montreal Gazette*, *MTL (Montreal) Blog*, *Daily Gazette*, *Regina Leader-Post*, *Inside Hook*, *Rider Magazine*, *Money Inc.*, *Trips to Discover*, *Time Out*, *Sports Illustrated*, *Readers Digest*, *Outside Online*, *Food & Wine*, *The Manual*, *Eater*, *Good Morning America*, *CBS Sunday Morning*, *USA Today*, *Yahoo Life*, *Insider*, *CNBC* 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 to visit Vermont. Through active brand management and community engagement, VDTM has fostered relationships with @VermontTourism followers in a way that helps them feel welcomed and encourages trust in our brand voice.

The Department continues to see steady growth in this social media audience, particularly on Instagram where the audience grew by more than 7,000 followers in 2022. We currently have over 70,000 Facebook followers, 29,000+ followers on Twitter, 71,000+ followers on Instagram, and 4,800+ subscribers on YouTube. VDTM shares a variety of content, from video to images and articles in dozens of posts weekly, which generate hundreds of 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 over 6% across all channels.

In 2022, VDTM-shared social media posts received just over 9 million impressions and inspired almost 500,000 engagements, including likes, comments, and shares. Links were clicked more than 29,000 times over the course of the year. The audience for each social channel behaves slightly differently, providing the Department with an opportunity to continue to refine our content to engage most effectively. On Instagram, posts with fall imagery continue to perform best, with the majority of the top posts of 2022 being scenic fall images. Other well-performing posts in the past year included [the Colchester Causeway](#), [the Rock of Ages granite quarry in Barre](#), and [holiday shopping in historic downtowns](#). On Twitter, a post in the style of the popular word-guessing game Wordle, shaped like Vermont, garnered more than 1,100 likes and 153 retweets, making it our top tweet of the year and highlighting how putting a Vermont twist on a trending topic can elevate the brand in online discourse. Videos on the VDTM YouTube channel earned 2.5 million+ views in 2022, with the most popular video promoting summer mountain biking.

VDTM also regularly harnesses the power of social media influencers to promote Vermont to audiences which might not otherwise be reached through our traditional media campaigns. In 2022 we worked with three BIPOC influencers that focus on getting more people into the outdoors. Influencer Tyrhee Moore visited the Stowe area and is the founder of Soul Trak Outdoors which facilitates community, recreation, service, and leadership for people of color. While in Stowe, he was able to kayak, take a mountain bike lesson, and visit a brewery. Oliva Christine is an Afro Latina with Lupus who encourages people to get outside, and she visited southern Vermont. She went to Hildene, hiked Mt. Olga, and went on a horseback ride to get a different view of the foliage. Lastly, we worked with Preethi Chandrasekhar who is an Indian American creator who empowers women to explore the outdoors. Preethi hiked Mt. Ascutney, visited Artisans Park in Windsor, and tried out fly fishing. In total, the three influencers created over 90 social posts, with a total campaign reach of over 988,000 users, over 10 million impressions, and 2,200 link clicks.

We also worked with another two niche influencers, the Nomadic Fitzpatricks and Cory Lee. The Nomadic Fitzpatricks are a couple that searches out gluten free food and beverage options. They came to Vermont and wrote about all of the gluten free options they found, like a brewery in Jeffersonville. Lastly, Cory Lee is a blogger and influencer that uses a wheelchair and has traveled all over the world giving other wheelchair users honest reviews and tips for the destinations he's visited. Cory Lee was able to take advantage of many of our accessible attractions and had a biking experience with Vermont Adaptive. After his trip, he wrote a [blog detailing his Vermont adventures](#) which is also posted on VermontVacation.com.

## **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 and Ontario (especially the metropolitan areas of Montreal and Toronto) are considered key markets for Vermont. The 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; and owned media and social media.

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. To encourage the return of Canadian visitors following the extended border closures, the Department partnered with Brand USA in 2022 on both a winter and summer campaign on the Expedia travel platform campaign (in French and English) that delivered over 3 million impressions. 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.

In 2022 Vermont successfully rejoined Discover New England, a regional destination marketing organization focused on international visitation. Realigning ourselves with Discover New England will allow VDTM to take advantage of their international marketing and PR services along with additional co-op marketing opportunities. We are excited to see the partnership unfold in 2023.

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. The Department manages a Vermont portal on TourOperatorLand.com, a well-trafficked resource site for domestic and international travel, that provides VDTM with real-time data on who is visiting the portal and what content they are engaging with, so interested tour operators can be contacted and provided with customized itineraries or other information.

While the global pandemic forced an abrupt end to international visitation, VDTM spent 2022 reconnecting with individual tour operators through in-person trade shows like U.S. Travel's IPW, where we had one-on-one international media appointments in addition to tour operator appointments; RTO East which allowed our team to meet with U.S. based receptive tour operators; and Brand USA Travel Week which gave us the opportunity to introduce Vermont to a group of international tour operators that were previously unfamiliar with our state. These tour operators were from the Netherlands, France, and Spain. While they shared that their customers would be interested in New England and specifically Vermont, it will take some time to educate them on what we can offer to visitors.

#### GROUP TOURS AND CONSUMER EVENTS

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. Group travel was another casualty of the pandemic, contributing to severe revenue losses at many tourism properties, especially attractions and cultural institutions. While there is a lot of pent up demand and group tours are returning, finding lodging and dining options can be difficult as there have been several properties and restaurants that have either closed within the last two years or can no longer accommodate large groups.

VDTM staff interact with consumers at special events and at select consumer travel shows to speak directly to consumers to highlight Vermont as a vacation destination, some of whom may not have even considered a trip to Vermont before. 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 typically manages about 40 partner volunteers to be able to staff the booth for 12 hours a day. After seeing a sharp decline in attendance to the state buildings in 2021, an all-time single day attendance record was set in 2022 on Vermont Day with 177,789 visitors.

#### PARTNERSHIPS AND REGIONAL SUPPORT

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 Ski Areas Association and the Vermont Chamber of Commerce give VDTM the opportunity to set goals and expectations to measure the impact of such partnerships.

VDTM also works regularly with regional chambers of commerce, downtown organizations and activity or sector-specific partners across the tourism industry, such as the Vermont Arts Council, the Vermont Fresh Network, the Vermont Mountain Bike Association, the Vermont Outdoor Business Alliance, the Maple Sugar Makers Association, and the Vermont Brewers Association to name a few, in addition to state of Vermont partners including Vermont State Parks, the Department of Fish and Wildlife and the Division for Historic Preservation's State Historic Sites. We collaborate to produce content to be shared across our own channels and those of our partner organizations, as well as cross-promote events, statewide initiatives (e.g. Maple Open House Weekend, Open Studio Weekend or Open Farm Week) and all the authentic experiences visitors are seeking when they come to Vermont and want to immerse themselves in the local culture.

VDTM also continued a partnership in 2022 with local media outlet *Seven Days* on their Staytripper series to encourage Vermonters to go out and explore all the corners of Vermont. While the content partnership was initially established to emphasize the important role that residents could play in supporting Vermont's tourism and hospitality businesses during the pandemic, the content produced in the series continues to provide a wealth of engaging stories and local insights on businesses and experiences that visitors can discover when they come to Vermont.

Building on the success of the [Restart Vermont Regional Marketing and Stimulus Grant Program](#) in 2020, VDTM created the Tourism and Economic Recovery Marketing Grants Program in 2022 with a one-time appropriation of \$600,000 to help local, regional, or statewide organizations implement campaigns or initiatives that would increase visitation and consumer spending, support local businesses, and otherwise continue to advance community recovery efforts. The program attracted over \$1 million in total funding requests, and ultimately the Department was able to fund 22 projects with grants of up to \$30,000. Awarded grant projects fell into five primary categories: festivals; arts and culture events; development of creative assets and targeted marketing; digital and/or website upgrades; and itineraries and/or mapping projects. In the selection process, priority was given to projects that had the potential for long-term transformational impacts; campaigns that reached underrepresented and new and diverse communities of visitors; and projects that created assets that will live on beyond the life of the grant term. A [progress report](#) published in February 2022 provides an overview of the projects funded, including a new fly-fishing festival in Arlington, advertising support for the 30th annual Vermont Open Studio Weekend, itinerary creation in the Upper Valley and in Addison County, and an interactive map of swimming holes, fishing spots, and boat launches with complementary Spanish language video assets. In addition to program details, funds leveraged, and costs incurred, grant recipients are required to provide an approximate estimate of the number of participating businesses and a return on their investment at the close of their projects. Grantees have until March 2023 to complete their projects and provide final documentation.

VDTM often receives requests from partners large and small to sponsor events or otherwise invest in their activities. To formalize the review process, the Department created a new sponsorship request form to tabulate and review the many funding requests we receive every month. Applications for event, content, and influencer/ journalist sponsorships are reviewed on a monthly basis, with awards made based on criteria that align with the Department's priorities, including attracting out-of-state visitors and supporting BIPOC content-creators and visitation. Event sponsorships this year have included the Black Experience 2022, the Enduro World Series at Burke, the U.S. Open of Mountain Biking, the West Windsor Music Festival, the Heady Trotter running race, and the International Workshop on Agritourism. In addition, we've provided funding to the Vermont Arts Council for their Vermont Made podcast, to Slate Valley Trails to produce a short video that documents traveling on Amtrak from New York City to Castleton and then on the rail trail to Poultney, and to Powdered Magazine to fund a BIPOC photo shoot and content for VermontVacation.com promoting the joy of being engaged in outdoor spaces for BIPOC individuals in Vermont.

## RESEARCH AND ANALYSIS

VDTM periodically prepares a benchmark report on the tourism industry to describe qualitatively and quantitatively the impacts of tourism on the Vermont economy, including employment in the sector and tax revenues collected based on travel spending. A new set of reports, including summaries for 2019 and 2021 and a greater perspective on the impacts of Covid-19 pandemic, is expected to be released in early 2023.

As shown in the table below, estimates of travel spending in Vermont decreased by over 44% from 2019 to 2020 due to the pandemic, but showed a significant rebound in 2021 to \$2.7 billion, just 4% below 2019 levels. Tax receipts from tourism-related activities also rebounded in 2021 to higher than 2019 levels. Employment in the Leisure and Hospitality sector in 2022, while increasing 21% from 2020, has not returned to pre-pandemic levels and is still down 20% from 2019. On the slightly more positive side, wages in the sector saw greater improvements, with total wages in 2021 down only 7% from 2019.

	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Travel Spending by Visitors in Vermont <i>(Source: U.S. Travel Association)</i>	\$2.85 billion	\$1.59 billion	\$2.72 billion	\$2.92 billion <sup>1</sup>
Total Estimated Tax Revenue Generated by Tourism <i>(Source: Internal analysis that includes rooms, meals, alcohol, and gas taxes attributed to visitors, as well as income taxes collected from employees and property taxes paid by second-home owners. Methodology available in 2017 benchmark report.)</i>	\$367.7 million	\$328.7 million	\$387.3 million	(TBD)
Total Number of Jobs in Leisure and Hospitality <i>(Source: VT Department of Labor)</i>	37,893	25,993	29,541	31,489 <sup>2</sup>
Total Wages in Leisure and Hospitality <i>(Source: VT Department of Labor)</i>	\$887.9 million	\$677.5 million	\$825.6 million	\$224.4 million <sup>2</sup>

1: estimated through Nov 2022 | 2: reporting through June 2022

The Department also keeps track of additional visitation measures to gain insights into the health of the travel and tourism economy as a whole. Visitation trends help the Department to monitor the cumulative effect of our investments in overall brand awareness for the state.

	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Overnight Occupancy by Out-of-State Visitors at Vermont State Parks <i>(Source: VT Department of Forests, Parks, and Recreation)</i>	426,764	330,640	514,048	503,204
Skier Visits (for seasons ending in the year indicated) <i>(Source: Vermont Ski Areas Association)</i>	4,178,533	3,664,326	3,532,186	3,762,047

Annual Visitor Traffic at the Vermont Information Centers (Source: VT Department of Buildings and General Services)	3,269,856	856,067	1,718,601	2,294,465
Crossings at the U.S.-Canadian Border into Vermont (Source: US Department of Transportation)	2,489,941	401,650	220,294	1,294,242 <sup>3</sup>

3: reporting through November 2022

As noted above under Paid Media, we continue to invest in tools and research that can specifically tie our brand awareness campaigns to actual economic impact. In 2020, we switched the vendor we use for programmatic digital advertising to take advantage of their capability to calculate return on ad spend. Through Conversant and their parent company, Epsilon, we can track in-market purchases from individuals exposed to VDTM’s advertising. While not every transaction is captured, we can now show a preliminary 46:1 return on ad spend from our Summer-Fall 2022 campaign, based on our investment and visitor spending. This calculation is based on \$200,000 in paid digital display advertising resulting in \$9.2 million in purchases made in Vermont between June 6 and December 10, 2022. The revenue number is based on 21,000 visitors who were exposed to our advertising efforts who came to Vermont during the reporting window and made an average of \$442 in purchases each. While this return on ad spend calculation does not cover all travelers or all purchases (point-of-sale transactions in state are captured, but online or advance sales and cash sales are not included), it does help the Department target potential visitors during their trip planning process, as well as track behavior after media exposure so we can both optimize and quantify the effectiveness of our efforts.

The Department used this ability to calculate return on ad spend to evaluate our targeting strategies for the Summer-Fall campaign by creating two audience sets: General vs Net New visitors. While both audiences were defined using behavioral attributes including intent to travel and interest in outdoor recreation, the Net New group only included users who had not visited Vermont in the last four years but had visited either Maine or New Hampshire in the Summer or Fall. This Net New group actually outperformed the General audience with a 58:1 return on ad spend versus 35:1. We were also able to measure that Net New travelers exposed to our advertising were 3.19 times more likely to show up and make purchases in-market than those who were not exposed to our messaging. These learnings will be incorporated into our future campaigns as we continually work to maximize the effectiveness of our paid advertising efforts.

### **THINK VERMONT RELOCATION MARKETING**

The Department has been playing an increasingly greater role in providing communications and marketing expertise to support Vermont’s efforts to recruit new businesses and residents to the state, and to convert visitors to become full-time residents, through support of the Think Vermont initiative and regional relocation network.

The ThinkVermont.com website is the primary tool of Vermont’s recruitment efforts. Content on the website includes economic sector profiles, community and employment resources, and a ‘Meet Your Neighbors’ library of stories about relocation testimonials, regional spotlights, and the unique accomplishments of Vermonters and Vermont businesses to provide inspiration to potential residents. VDTM collaborates with the Department of Economic Development (DED) on various aspects of relocation, including the Worker Relocation Grant Program administered by DED. The availability of relocation incentives continues to be the largest driver of traffic to the Think Vermont website. Total website

pageviews are up over 30% year over year, with pageviews of the relocation incentives page alone comprising 32.8% of all pageviews across the website in 2022.

Just as VDTM engages with the media for positive coverage of Vermont as a tourism destination, editorial stories published about life in Vermont also encourage potential residents to consider relocation. Vermont consistently ranks well for important quality of life measures such as childcare, healthcare, clean air, and low crime. Brand-positive editorial content in the last year has appeared in *The New York Times*, *Washington Post*, *Boston Globe*, *WalletHub*, *U.S. News and World Report*, and *CNBC* and these articles are often picked up by other news outlets. When *CNBC* ranked Vermont as [America's Best Place to Live in 2022](#) the Department was able leverage this extremely positive press mention with a ["boosted" post touting the ranking](#) to a national audience. Over next four days, the post gained 15K likes, 1K comments, and was shared 967+ times by paid and organic viewers at a cost per post engagement at just 8 cents.

VDTM remains committed to growing our reach and providing compelling content on the lifestyle, business environment, and work culture in the state to show our audience all that Vermont has to offer. Think Vermont's 802+YOU email newsletter now has almost 32,000 email subscribers, growing in size by 12.5% over 2021 and averaging a 36.6% open rate. On social media, dedicated Think Vermont channels were created in 2021 and audience growth has been strong, coming in at 62% over the course of the year. Cross-channel impressions on social media totaled over 7.5 million, engagements came in at 65,000+, and the top performing posts were those focused on relocation incentives, regional spotlights, and sponsored content highlighting 10 reasons to move to Vermont.

Without a dedicated paid media budget for Think Vermont, the Department focuses on these owned and earned media strategies to encourage potential business and residents to consider relocation. That said, as a result of some carry-forward Agency funding for workforce development, VDTM was able to run a limited paid social media campaign this summer, targeted both remote workers and job seekers interested in moving to Vermont. Tactics included video ads on multiple channels (Facebook, Instagram, YouTube, Twitter, LinkedIn) as well as a targeted Google search campaign and sponsored content promoting [10 Reasons to Live and Work in Vermont](#) that now lives on the ThinkVermont.com site. Overall, the campaign garnered 12 million impressions, including over 3,600 views for the sponsored content article and over 13,000 link clicks. This engagement with the campaign resulted in a 66% increase in visits to ThinkVermont.com and an 88% increase in exits to the Vermont Joblink site. 'Connect with Vermonter' form submissions almost doubled as well, and email signups tripled compared to the two months preceding the campaign.

The 'Connect with a Vermonter' form is how we track the leads that come in through the ThinkVermont.com website. Working with the regional relocation network, this lead management and distribution process creates an automated workflow from inquiry to 'hand-off' at the local level, so users can be quickly connected with the resources they need to successfully relocate. In 2022, we received an average of 100 inquiries per month. After a user submits an inquiry, they receive an auto-generated email with regionally specific resource links and a prompt to utilize the Job Seeker service provided by the Department of Labor for job search assistance.

Data collected from the 'Connect with a Vermonter' form provides helpful insights on motivations and expectations when people are considering a move to Vermont. In terms of timing, the majority of people filling out the form are looking to move within a year, with on average an equal number indicating they "have just started to explore relocation and are considering many locations" versus those who are

“committed to moving to Vermont but are seeking assistance finalizing the last details.” Chittenden County is consistently the top region of interest; however the Northeast Kingdom is the second and “small, vibrant communities” is one of the top three reasons that people are interested in Vermont. “Access to outdoor recreation and nature” is the number one reason for respondents and “Vermont’s progressive culture” and a “safe place to raise a family” round out the top four.

Once the inquiry reaches the local level, the type of support a potential resident might receive varies greatly. The regional relocation network that receives these leads is an informal group of partners who receive no state funding on a regular basis to support these efforts. Our regions are willing partners, but they currently must rely on existing employees or volunteers who are already stretched thin to respond to inquiries. Of the eight regional partners currently receiving leads, only five offer the option to schedule a time to set up a phone or video call with a regional representative to answer specific questions. This lack of resources exposes a missed opportunity as we have seen that relocation efforts are most successful when local community members can offer individual assistance, whether that is finding a place to live and connecting with local employers or getting connected to local social networks (e.g., families with school-aged children, young professionals, or cultural networks for BIPOC individuals). This work can only be done on the local level, and it takes time and systems to be developed to succeed.

In FY24 we are hoping to improve the customer service experience, provide more comprehensive reporting, increase our promotional and targeting efforts for high-demand occupations and ultimately convert more interested parties into Vermont residents with additional investment in the Department’s base budget as proposed in the Governor’s budget for support at the community level as well as relocation marketing.

## **CREATIVE SERVICES**

The Office of the Chief Marketing Office (CMO) was integrated into the Department of Tourism and Marketing in 2019. The CMO serves as the central authority for state marketing activity and helps state agencies and departments by providing strategic expertise, tactical guidance on marketing activities, and effective use of the Vermont brand. Importantly, the CMO fills a critical role for the many state agencies and departments who do not have dedicated communications staff. The CMO helps these state agencies and departments accomplish their outreach and marketing goals by offering four core areas of assistance:

- Manage the State of Vermont brand to ensure it is consistently represented and messaged.
- Oversee marketing contracts and procurement.
- Provide in-house creative services, including graphic design, website design, and print production.
- Offer marketing consultation and shared resources, including tailored trainings, for the state’s communications professionals.

In 2022, the CMO worked with more than 170 state employees from 31 state agencies, departments and/or programs with 76 marketing and public outreach projects. Here are a few highlights from 2022 showcasing the types of assistance the CMO has offered state entities and the impact this assistance has had.

## **STATE OF VERMONT BRAND**

The CMO provides support and guidance for the appropriate and effective use of the Vermont brand. This includes the State of Vermont “Moon Over Mountains” logo and associated brand standards and guidelines. The CMO fields questions, provides guidance, and supplies

design files that allow state agencies and departments to effectively brand their marketing efforts. The CMO also recognized the need for brands to evolve and change over time to address learnings and new opportunities. After working closely with fellow communications personnel from the AHS Accessibility Committee, Department of Disabilities, Aging, and Independent Living (DAIL), and Department of Vermont Health Access to review the brand standards and guidelines through an accessibility lens, the CMO has updated several of the state's brand standards to make them universally accessible to all people, including people with disabilities. The State typography standards, color palette, business cards, email signature, and accessible communication guidance have all been updated to ensure they meet accessibility standards. In 2023, the remaining brand standards will be updated. In addition to rolling out accessible brand standards, the CMO partnered with the Governor's Office, the Agency of Education, the Agency of Human Services' Accessibility Committee, the Office of Racial Equity, and Inclusive Arts Vermont to plan and host three distinct trainings on accessible design and communications.

***Additional project highlights:***

- The CMO worked with the Department of Disabilities, Aging, and Independent Living's Vocational Rehab program to ensure newly developed branding and identity materials meet accessibility standards and align with the State's brand standards.
- The CMO designed a suite of accessible and appropriately branded templates for state agencies and departments. This set includes new PowerPoint templates, report templates, and business card templates.

**MARKETING CONTRACTING AND PROCUREMENT**

The CMO provides procurement guidance for marketing services across the enterprise. Specifically, the CMO manages the Prequalified Marketing Vendor Program to ensure state entities have access to approved vendors and the CMO maintains marketing master contracts for creative services and media buying. The marketing master contracts 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.

***Projects in Focus:***

**Master Contracts for Marketing, Creative and Media Services RFP:** After a successful four-year term, a new RFP for the Master Contracts for Marketing, Creative and Media Services was issued in the Fall of 2022. The RFP invited marketing vendors to propose how they would deliver marketing services to state entities. The RFP was restructured to recruit for different tiers of service. With this change, the CMO was able to select a diverse set of marketing vendors to serve as marketing master contractors, providing state agencies with access to a variety of full-service and more specialized marketing firms.

**Amtrak's Ethan Allen Express Service to Burlington Campaign:** The CMO worked closely with VDTM and the Agency of Transportation (AOT) to select a marketing vendor to help design and launch a campaign promoting the newly expanded Ethan Allen Express service to Burlington, Vergennes, and Middlebury. After the selection, the CMO and VDTM coordinated with AOT and the selected marketing agency to design marketing materials and launch an advertising campaign that drives people to buy tickets to/from the new stops.

**Career Technical Education Campaign:** The CMO offered contracting guidance and strategic planning support for the Agency of Education in soliciting and selecting a marketing vendor to develop a campaign that would promote career technical education centers. This campaign will help connect Vermont learners to a broad range of high-wage, high-skill careers in fields that will develop a workforce that is responsive to

emerging industries and technologies by using a variety of marketing tactics, including social media, TV, radio, online advertisements, in person events, and community outreach.

***Additional project highlights:***

- The CMO assisted the Vermont State Police in preparing a request for proposals from marketing vendors for a recruitment campaign. In addition, the CMO recommended VSP pursue a social media marketing campaign in the interim to reach target demographics and gain valuable market research to inform their larger campaign. The CMO also offered to set up a recruitment strategy session with other agency leaders working on recruitment marketing campaigns.
- The CMO met with the Department of Environmental Conservation staff to provide guidance on how to issue a request for proposals for a Clean Compost public awareness campaign.
- The CMO helped the Agency of Transportation solicit and evaluate proposals from marketing vendors for an upcoming Amtrak winter fare promotion campaign.
- The CMO provided contracting guidance for the Department of Public Service as they look to hire a public engagement firm to help with climate change awareness outreach.
- The CMO improved the marketing contract solicitation process for state employees by drafting a revised version of the marketing work request form, the statement of work agreement form, and the change order form; and by automating aspects of this process to further simplify the contracting process.
- The CMO partnered with the Agency of Digital Services to develop step-by-step guidance for state entities looking to gain approval from ADS to design and launch external websites.

**CREATIVE SERVICES**

As capacity allows, the CMO provides no-cost design services to state agencies and departments to support their marketing and communications efforts. This includes the development of brand assets, the design of printed collateral such as brochures and posters, and the production of outreach materials for strategic initiatives.

***Projects in Focus:***

**Downtown and Historic Preservation Conference Creative:** The CMO worked with the Department of Housing and Community Development (DHCD) to develop the creative materials for the 2022 Downtown and Historic Preservation Conference. This biennial conference centers on how to build economic and community success by discussing historic preservation, community planning, and downtown revitalization. The CMO worked with DHCD to design and produce the conference program, social media graphics, event posters, directional signage, and webpage design.

**Maple 100 Marketing Campaign Creative:** The CMO worked with the Agency of Agriculture, Food and Markets and VDTM to plan the 2022 Maple 100 marketing campaign. The Maple 100 is a month-long promotion that highlights hundreds of maple activities, adventures, and maple-inspired products available across Vermont. The CMO designed and produced the creative materials for the Maple 100, including the updated Maple 100 handout and bingo card, which was featured at the Eastern States Exposition (Big E).

### ***Additional project highlights:***

- The CMO helped the Human Rights Commission design mail inserts for utility companies to send to their customers educating them about resources and the types of support the Human Rights Commission can offer.
- The CMO designed tradeshow booth graphics for the Agency of Agriculture, Food and Markets to use at SIAL, an international food exhibition featuring Vermont products.
- The CMO developed graphic icons and a new tagline for the Department of Buildings and General Services' new e-procurement platform, VTBuys.
- In a multi-organizational collaborative effort with VDTM, the Department of Fish and Wildlife, Vermont State Parks, Marble Valley Transit Center, and various local partners, the CMO provided creative capacity and logistical support for the annual Vermont Days celebration that happened on June 11-12, 2022. The CMO developed branding for the event, a social media toolkit, newspaper advertisements, media outreach, and website content.
- The CMO worked with Vermont State Parks to design and print State Parks passes and State Parks brochures.
- The CMO assisted the Governor's Office in designing and launching a "Button Up VT" module on Vermont.gov featuring information about home heating financial incentives, rebates, and other assistance to help Vermonters stay warm in the winter months.
- The CMO partnered with the Chief Performance Office and the Governor's Office to design the Statewide Strategic Plan.
- The CMO worked with the Department of Vermont Health Access to design direct mailing materials intended to update Vermonters on health plan options.
- The CMO lead marketing and promotional efforts for the Historic Sites Program, designing a variety of materials, including historic sites rack cards, library passes, family and general 2-for-1 passes, event signage, and print and digital advertisements.

### **MARKETING CONSULTATION AND SHARED RESOURCES**

The CMO is a resource across the State enterprise, providing marketing and communications expertise to staff on topics from branding and design to promotional strategy and social media management.

#### ***Projects in Focus:***

**State of Vermont Social Media Policy:** The CMO worked with several agencies and departments to develop and finalize a statewide social media policy that is available for all agencies and departments to use when managing state-owned social media accounts. The social media policy establishes a transparent standard outlining how state agencies and departments will handle user-generated content and comments in a clear, consistent manner.

**Print Procurement Guidance:** The CMO formulated general guidance for print procurement, including webpage copy for the CMO site and two Microsoft Forms for print quote requests and production orders. Together, these forms help employees articulate their production needs to print vendors as simply and easily as possible, resulting in final materials that satisfy their original request.

#### **Selecting a New Statewide Digital Asset Management System**

For several years, the CMO has managed a digital asset management platform for use across the enterprise. In 2022, the CMO issued an RFP for a new digital asset management platform that would have increased functionality and features. The CMO worked with the Agency of Digital Services and VDTM to select Bynder, a cloud-based platform that will serve as a centralized space for state entities to search and share digital content such as photos, videos, and audio files as well as maintain relevant asset metadata and control the sharing of those assets within and outside of the enterprise. The CMO is working with VDTM staff and the Agency of Digital Services to set up the new space. Thus far, the team has developed the taxonomy, defined user permissions, built the asset upload process, and conducted user testing. This new platform will be available to employees across Vermont state government by mid-2023.

### **PROPOSED PROGRAM INCREASES AND BUDGET IMPACT FOR FY24**

Consecutive years of level funding have created consistent challenges in promoting Vermont as destination, especially when competing in a global marketplace and directly with neighboring states that substantially outspend Vermont. In FY23, New Hampshire's tourism budget was \$9.5M, Massachusetts's was \$19M and Maine's was \$18.5M, compared to \$3.5M for Vermont (base budget). The State is at risk of losing market share due to this competitive disadvantage, especially as all destinations are devoting resources to promote travel and tourism in the wake of pandemic-era losses and increasing inflationary pressures. Tourism and hospitality businesses all over the state depend on the work of the Department to bring in customers, keep their doors open, and keep employees employed. Any financial reduction in the Department's ability to promote Vermont puts those businesses in greater jeopardy, as well as the communities that depend on those jobs and all the economic benefits that visitors and visitor spending bring.

Thanks to a provision in the American Rescue Act Plan, Vermont is slated to receive a \$10.4M state tourism grant from the Economic Development Administration (EDA) in FY24 and FY25. While the exact scope of work is still under negotiation with EDA, the Department hopes to utilize this funding to support the tourism industry in the broad categories of destination marketing, business development, and destination development investments.

While federal funding from the EDA will help support travel spending and the visitor economy, the funding cannot be used to help address the workforce crisis facing our state. The Governor's recommended budget for FY24 includes a base funding increase of \$1 million to support the Department's efforts on Think Vermont relocation marketing and the regional relocation network. The funding will allow the Department to utilize many of the tactics that have been successful in bringing visitors to the state, to bring potential residents to the state. The funding will also help to support regional and local entities who are embedded in their communities, through a competitive bid process, to act as resource coordinators to transform leads into permanent residents. The regional network being informally utilized to support relocation activities currently is at capacity, and without additional funding, regional partners will not be able to continue this important work.

## **GOALS/OBJECTIVES/PERFORMANCE MEASURES**

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 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 Department has also been playing an increasingly greater role in providing communications and marketing expertise to support Vermont's efforts to recruit new businesses and residents to the state, and to convert visitors to become full-time residents, through support of the Think Vermont initiative and regional relocation network.

In concert with the rest of the Agency, VDTM continues to adapt and transform our operations to help businesses, communities and Vermonters fully recover and take full advantage of the unprecedented levels of federal investment available as a result of the Covid-19 pandemic. The types of activities needed to support Vermont's travel and tourism sector have expanded to include new grant programs, more business outreach and industry facilitation, more research, and more support for regional relocation efforts, in addition to our ongoing work to promote Vermont as a travel destination to local, regional, national, and global audiences.

## **DEPARTMENT/PROGRAM DESCRIPTIONS**

### **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 regional, industry and private partners.

### **PAID MEDIA**

VDTM's FY23 paid advertising strategy includes a combination of digital advertising, native advertising (sponsored content), advertising on social media, print, broadcast and connected TV channels, as well as out-of-home tactics (outdoor advertising). Campaign investments are geotargeted to key drive markets (MA, CT, RI, NH, ME, NY, NJ, PA); drive/fly markets (MD, DC, VA,

NC, SC, GA, FL); and well as fly/like markets (Chicago, Denver, Dallas, Nashville, Columbus, Minneapolis, Seattle, Phoenix, Houston, Austin, San Francisco, Los Angeles). Targeting is further honed based on behavior and intent in order to increase brand awareness and encourage visitation. Advertising creative celebrates Vermont as “A Place All Its Own,” inviting future visitors to learn about the experiences Vermont offers via our outdoor recreation, culinary experiences, and cultural attractions, with a particular emphasis on the natural beauty of our state.

#### 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 an Explore Vermont section that includes trip ideas, sample itineraries, an events calendar, lodging deals; and access to the ‘Plan Your Visit’ business directory for detailed information on specific dining, lodging or entertainment properties.

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. Currently, over 118,000 consumers have “opted in” to receive monthly e-newsletters highlighting the best of Vermont.

#### **Communications and Public Relations**

Creating and curating high-quality content, that celebrates the brand values and experiences Vermont has to offer, and keep readers engaged and excited, is at the core of the Department’s communications work. VDTM produces written and video content to inspire both visitation and relocation featuring core content themes that tell the story of Vermont in a compelling 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. Our storytelling seeks to leverage the attributes of the Vermont brand that differentiate us from competitors including Outdoor Recreation; Arts, Culture and Heritage; Culinary Experiences and Agritourism; and Events and Itineraries.

#### 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 to 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.

## 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 to visit Vermont. As with editorial coverage, these social media posts illuminate our many tourism assets, reinforce brand affinity and inspire further visitation. The reach of our communications, as measured by followers across social media channels, has seen a consistent and steady growth year over year.

## THINK VERMONT RELOCATION MARKETING

The Department has been playing an increasingly greater role in providing communications and marketing expertise to support Vermont's efforts to recruit new businesses and residents to the state, and to convert visitors to become full-time residents, through support of the Think Vermont initiative and regional relocation network.

The ThinkVermont.com website is the primary tool of Vermont's recruitment efforts. Content on the website includes economic sector profiles, community and employment resources, and a 'Meet Your Neighbors' library of stories about relocation testimonials, regional spotlights, and the unique accomplishments of Vermonters and Vermont businesses to provide inspiration to potential residents. VDTM collaborates with the Department of Economic Development (DED) on various aspects of relocation, including the Worker Relocation Grant Program administered by DED. The availability of relocation incentives continues to be the largest driver of traffic to the Think Vermont website.

Just as VDTM engages with the media for positive coverage of Vermont as a tourism destination, editorial stories published about life in Vermont also encourage potential residents to consider relocation. Vermont consistently ranks well for important quality of life measures such as childcare, healthcare, clean air, and low crime. The impact of brand positive news coverage is maximized with shared and boosted posts on social media channels to grow the reach of our messaging and increase user engagement.

The 'Connect with a Vermonter' form is how we track the leads that come in through the ThinkVermont.com website. Working with the regional relocation network, this lead management and distribution process creates an automated workflow from inquiry to 'hand-off' at the local level, so users can be quickly connected with the resources they need to successfully relocate. After a user submits an inquiry, they receive an auto-generated email with regionally specific resource links and a prompt to utilize the Job Seeker service provided by the Department of Labor for job search assistance.

Once the inquiry reaches the local level, the type of support a potential resident might receive varies greatly. Our regions are willing partners, but they currently must rely on existing employees or volunteers who are already stretched thin to respond to inquiries. In FY24 we are hoping to improve the customer service experience, provide more comprehensive reporting, increase our promotional and targeting efforts for high-demand occupations and ultimately convert more interested parties into Vermont residents with additional investment in the relocation network to help reverse declines in the state's workforce and population.

### **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 key international markets for Vermont are Canada, the UK and Europe, and Japan. 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; and owned media and social media.

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 into Japanese, Chinese, and Spanish, among other languages. Vermont also belongs to Discover New England, a regional destination marketing organization focused on international visitation, that unlocks additional opportunities for international marketing, co-op marketing and public relations services.

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.

### **DOMESTIC SALES**

Group tours and travel continues to be an important 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. Group travel was another casualty of the pandemic, contributing to severe revenue losses

at many tourism properties, especially attractions and cultural institutions. While there is a lot of pent up demand and group tours are returning, fewer properties are either willing or able to accommodate group travel compared to pre-pandemic numbers.

VDTM staff interact with consumers at special events and at select travel and adventure shows to speak directly to consumers to highlight Vermont as a vacation destination, some of whom may not have ever 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 typically manages about 40 partner volunteers to be able to staff the booth for 12 hours a day.

### **PARTNERSHIPS AND REGIONAL SUPPORT**

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 Ski Areas Association and the Vermont Chamber of Commerce give VDTM the opportunity to set goals and expectations to measure the impact of such partnerships.

VDTM also works regularly with regional chambers of commerce, downtown organizations and activity or sector-specific partners across the tourism industry, such as the Vermont Arts Council, the Vermont Fresh Network, the Vermont Mountain Bike Association, the Vermont Outdoor Business Alliance, the Maple Sugar Makers Association, and the Vermont Brewers Association to name a few, in addition to state of Vermont partners including Vermont State Parks, the Department of Fish and Wildlife and our State Historic Sites. We collaborate to produce content to be shared across our own channels and those of our partner organizations, as well as cross-promote events, initiatives and the authentic experiences visitors are seeking when they come to Vermont and want to immerse themselves in the local culture, whether it be history, arts, culinary, communities, or recreation.

With a supplemental appropriation in FY22, VDTM was able to offer grant funding to many of these organizations in support of Vermont's recovery from COVID-19 through a \$600,000 Tourism and Economic Recovery Marketing Grants Program. Over 41 communities and organizations applied and 22 have been awarded grants up to \$30,000 each to increase visitation and support local businesses. Implementation of the Tourism and Economic Recovery Marketing Grants will continue through FY23 and fund initiatives that range from new annual events and festivals; to the creation of interactive maps and itineraries of local recreation areas, businesses and attractions; to advertising campaigns and promotional asset creation (photography, videos, websites, etc.) to market Vermont to local, regional and diverse audiences.

### **Research and Analysis**

VDTM periodically prepares a benchmark report on the tourism industry to describe qualitatively and quantitatively the impacts of tourism on the Vermont economy, including employment in the sector and tax revenues collected based on travel spending. A new set

of reports, including summaries for 2019 and 2021 and a greater perspective on the impacts of Covid-19 pandemic, is expected to be released in early 2023.

Estimates of travel spending in Vermont decreased by over 44% from 2019 to 2020 due to the pandemic, but showed a significant rebound in 2021 to \$2.7 billion, just 4% below 2019 levels. Tax receipts from tourism-related activities also rebounded in 2021 to higher than 2019 levels. Employment in the Leisure and Hospitality sector in 2022, while increasing 21% from 2020, has not returned to pre-pandemic levels and is still down 20% from 2019. On the slightly more positive side, wages in the sector saw greater improvements, with total wages in 2021 down only 7% from 2019.

We continue to invest in tools and research that can tie our brand awareness marketing strategies to actual economic impact. Through the vendor we use for programmatic digital advertising, we can track in-market purchases from individuals exposed to the Department's advertising. While not every transaction is captured, we can now show a preliminary 46:1 return on ad spend from our Summer-Fall 2022 campaign, based on our investment and visitor spending. We were also able to measure that net new travelers exposed to our advertising (users who had not visited Vermont in the last four years but had visited either Maine or New Hampshire in the Summer or Fall) were 3.19 times more likely to show up and make purchases in-market than those who were not exposed to our messaging. These learnings will be incorporated into our future campaigns as we continually work to maximize the effectiveness of our paid advertising efforts.

### **Creative Services**

As of FY21, the Office of the Chief Marketing Office (CMO), previously part of the Department of Administration, has been fully integrated 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, branding support, 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/creative services and media buying 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. The need for communications expertise and capacity continues to grow across the enterprise, as more and more state agencies and departments are grappling with an influx of federal investments and the need to conduct outreach campaigns and promote new programs to assist Vermonters and Vermont businesses recover from the pandemic.

### **KEY BUDGET ISSUES:**

Consecutive years of level funding have created consistent challenges in promoting Vermont as destination, especially when competing in a global marketplace and directly with neighboring states that substantially outspend Vermont. In FY23, New Hampshire's tourism budget was \$9.5M, Massachusetts's was \$19M and Maine's was \$18.5M, compared to \$3.5M for Vermont (base budget). The State is at risk of losing market share due to this competitive disadvantage, especially as all destinations are devoting resources to promote travel and tourism in the wake of pandemic-era losses and increasing inflationary pressures. Tourism and hospitality businesses all over the state depend on the work of the Department to bring in customers, keep their doors open, and keep employees employed. Any financial reduction in the Department's ability to promote Vermont puts those businesses in greater jeopardy, as well as the communities that depend on those jobs and all the economic benefits that visitors and visitor spending bring.

Thanks to a provision in the American Rescue Act Plan, Vermont is slated to receive a \$10.4M state tourism grant from the Economic Development Administration (EDA) in FY23 and FY24. While the exact scope of work is still under negotiation with EDA, the Department hopes to utilize this funding to support the tourism industry in the broad categories of:

- **Destination Marketing:** including a brand study, visitation research and strategic planning; the development of new creative assets and an implementation budget to execute; and competitive grant programs to support local and regional marketing efforts.
- **Workforce and Business Development:** including funding to develop 'on-the-job' training programs for hospitality workers; talent pipeline work for outdoor recreation and hospitality; and technical assistance services for tourism businesses to adapt to post-pandemic operational challenges.
- **Destination Development and Infrastructure Investments:** including visitor experience and amenity upgrades at state-owned recreation sites; and wayfinding investments for outdoor recreation and community connections.

While federal funding from the EDA will help support travel spending and the visitor economy, the funding cannot be used to help address the workforce crisis facing our state. The Governor's recommended budget for FY24 includes a base funding increase of \$1 million to support the Department's efforts on Think Vermont relocation marketing and the regional relocation network. The funding will allow the Department to utilize many of the tactics that have been successful in bringing visitors to the state, to bring potential

residents to the state. The funding will also help to support regional and local entities who are embedded in their communities, through a competitive bid process, to act as resource coordinators to transform leads into permanent residents. The regional network being informally utilized to support relocation activities currently is at capacity, and without additional funding, regional partners will not be able to continue this important work.

Agency of Commerce and Community Development - Department of Tourism & Marketing

Please provide a descriptive program name	Must be an appropriation level dept ID	Please provide a narrative description of the purpose of this program and the context in which it operates. State the goal of this program and answer the questions: What is the role this program play in contributing to the agency's mission? Is there a particular segment of the population served by this program?	Please provide a narrative description of the services provided by this program. Answer the questions: What do you do within this program to achieve the stated goals stated left? What specific services are provided?	Link to program's externally facing website	Calculated by formula
Program Name	Appropriation Dept ID	Program Purpose and Context	Program Services Provided	Program Website	Number of Measures Reported
Communications & Public Relations	7130 000 100	Communications, both internal and external, form the foundation of how we execute our mission, which is to increase visitation to the state. The "Communications and Public Relations Program" manages all of our owned (what we say about ourselves) and earned (what other people say about us) media efforts.	Activities include developing all of our owned media content (website/social media/videos/newsletters, etc.), managing social media outreach and marketing; and cultivating relationships with local, regional and national journalists, influencers and media outlets to achieve earned media exposure.	vermontvacation.com	2
Creative Services	7130 000 225	The "Creative Services Program" includes the work of the Chief Marketing Office to support marketing initiatives by agencies across state government with strategic expertise, brand and digital asset management, tactical marketing support, and some limited direct creative services.	Services to support marketing initiatives across state government include strategic and media planning consultancy for promotional campaigns, branding support, management of a digital asset management platform, management of master contracts and a prequalified marketing vendors program to enable procurement of outside marketing capacity, as well as limited direct creative services as capacity allows for awareness campaigns, websites and other outreach scenarios.	cmo.vermont.gov	1
Industry Support & Outreach	7130 000 300	The "Industry Support and Outreach Program" provides overall support to the travel and hospitality sector that creates the brand experiences and maintains our tourism infrastructure throughout the state (lodging, dining, recreation, attractions, etc.) -- which VDTM in turn promotes -- to fuel Vermont's visitor economy.	Activities include national and international representation of Vermont at trade shows, consumer shows, sales missions and with international and group tour operators. Services also include maintaining relationships among statewide and regional tourism, outdoor recreation, agriculture, arts and cultural heritage organizational partners, to coordinate and support sector-based, attraction-based and/or regional promotions.	accd.vermont.gov/tourism	2
Marketing & Advertising	7130 000 600	The top-level mission of VDTM is to promote Vermont as a top, year-round, global tourism destination and an ideal place to live and work. Through the "Marketing and Advertising Program" we engage in multiple forms of paid media to extend the reach of our messaging and promote both visitation and relocation to the state.	Activities include annual, seasonal and specifically-targeted direct advertising campaigns, engaging in multiple forms of marketing (digital, social, connected TV, native content, print, out-of-home, search, etc.); developing, producing and purchasing advertising media; promoting owned media; and collaborating with private sector partners to promote Vermont.	vermontvacation.com thinkvermont.com	3
Research & Analysis	7130 000 800	In the "Research and Analysis Program" we use data to quantify the impacts of tourism on the Vermont economy, as well as to optimize our marketing strategies and advertising investments.	Activities include curating, procuring and analyzing data on visitation, relocation, interests, activities, and spending patterns, utilizing third-party travel market data, media tracking and digital analytics on owned media.	vermontvacation.com	1

**Agency of Commerce and Community Development - Department of Tourism & Marketing**

<i>When selecting programs in this column, please choose an option from the in-cell drop down (not the table header)</i>	<i>Include the specific measure...measures typically start with number, percentage, etc.</i>	<i>When selecting a measure type in this column, please choose an option from the in-cell drop down (not the table header)</i>	<i>Over which kind of period is the measure calculated?</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>
<b>Communications &amp; Public Relations</b>	Views of Earned Media Coverage of Vermont	How Much?	CY	N/A	1,100,000	1,650,000	1,400,000	3,500,000
<b>Communications &amp; Public Relations</b>	Growth in Reach of Social Media (Total Audience)	How Much?	SFY	96,224	128,146	138,574	149,419	168,661
<b>Creative Services</b>	Number of Distributed Outreach Staff Supported	How Much?	CY	140	150	150	160	170
<b>Industry Support &amp; Outreach</b>	Total Wages in the Hospitality Sector (Accommodations and Food Services)	Better Off?	CY	\$859,529,000	\$887,864,000	\$677,451,000	\$825,572,000	\$224,413,000 (through Q2)
<b>Industry Support &amp; Outreach</b>	Average Number of Relocation Form Submissions per Month	How Well?	CY	N/A	N/A	N/A	115	101
<b>Marketing &amp; Advertising</b>	Number of Unique Visitors to the ThinkVermont Website	How Much?	CY	N/A	135,727	130,470	174,107	117,269
<b>Marketing &amp; Advertising</b>	Overnight Camping Occupancy by Out-of-State Visitors at Vermont State Parks	How Much?	CY	427,370	426,764	330,640	514,048	503,204
<b>Marketing &amp; Advertising</b>	Visitor Travel Spending in Vermont	How Well?	CY	\$2,656,000,000	\$2,850,000,000	\$1,590,000,000	\$2,720,000,000	\$2,920,000,000 (through Nov22)
<b>Research &amp; Analysis</b>	Return on Ad Spend, Visitors Exposed to Advertising	How Well?	CY	N/A	N/A	25:1	43:1	46:1

*You will want to confirm/adjust the data points currently listed in the 2020 and 2021 columns which came from last years A-2 submission and may not truly belong in these columns. Where possible, please populate additional data in the other columns to establish a 5-year trend.*