

Municipal Planning Application FY17

Organization: Village of Jeffersonville

MP-2017-Jeffersonville-00016

Work Plan and Budget

Attachment A

Task Name	Description of Task	Responsibility	Paid Personnel	If other, please specify	Hours	Hourly Rate	Personnel Cost	Material Description	Material Cost	Total Cost
Review of Background	LCPC will review background information (current FHRs, past BOA minutes, list of community concerns, and relevant polices in the Village Plan)	LCPC, Village	Regional Planning Staff		10	\$63.00	\$630			\$630
Menu of Options	LCPC will develop an outline of current issues concerns with FHRs and menu of options to address	LCPC, Village	Regional Planning Staff		10	\$63.00	\$630			\$630
PC/Trustee Meetings	Organizational meeting and review of Outline and menu of options. 5 additional planning commission/Village Trustee meetings	JPC/Trustees, LCPC	Regional Planning Staff		34	\$63.00	\$2,142	Meeting materials/milage	\$251	\$2,393
First Draft	LCPC writes first draft of Revised FHRs	LCPC	Regional Planning Staff		39	\$63.00	\$2,457			\$2,457
Draft Revisions	LCPC makes adjustments to first draft based on feedback and prepares draft for public hearing	LCPC	Regional Planning Staff		18	\$63.00	\$1,134			\$1,134
PC Public Hearing	LCPC, JPC	LCPC, JPC	Regional Planning Staff		4	\$63.00	\$252			\$252
Final Draft	Adjustment of FHR after public hearing	LCPC	Regional Planning Staff		8	\$63.00	\$504			\$504
							\$7,749		\$251	\$8,000

Total Project Cost: \$8,000
State Grant Funds (Grant Amount Requested): \$8,000
Match Funds: \$0

Work Plan and Budget

BUDGET DOCUMENTATION

Describe Source(s) of match funds (if required):

Contribution of municipal staff or volunteer's time cannot be offered as a match. Other contributions, while not required, may be documented here as well.

No match required

Describe how you arrived at realistic budget estimates for the work plan.

Budget developed in consultation with LCPC based on past experience with similar projects.

Upload or mail supporting documents that show the work plan and budget is based on realistic information.

If your project involves hiring a consultant (including regional planning commission staff), provide a letter or other documentation from a consultant with cost estimates for tasks, including hourly rate.

Upload Budget Documents https://grants.accd.vermont.gov/_Upload/192103-LCPCLOS.pdf

Mailed to DHCD

ACCOUNTING

Responses to the following questions are used for administrative purposes only and will not impact the competitiveness of your application.

Please remember that state funds cannot be awarded to municipalities who are (a) suspended or debarred by the Federal Government; (b) delinquent in submitting their subrecipient annual reports; and (c) delinquent in submitting their Single Audit Reports (if required).

What type of accounting system does your municipality use?

automated

manual

combination of both

Does your organization have an accounting system that will allow you to completely and accurately track the receipt and disbursements of funds related to the award?

Yes

No