

Municipal Planning Application FY17

Organization: Town of Starksboro

MP-2017-Starksboro-00048

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
Statutory updates	Review expired Plan to determine compliance with chapter 117 and provide PC with recommended language to comply with statutory requirements, primarily flood resiliency and water quality	PC and ZA	Consultant		20	\$85.00	\$1,700			\$1,700
Map and data updates	Update data, statistics and maps that are to be included in Town Plan	PC and ZA	Consultant	RPC	12	\$85.00	\$1,020			\$1,020
Review and strengthen Town, review renewable energy generation	Review Plan, specifically renewable energy. Draft language to ensure the Town Plan will be an effective tool to represent community interests during all development review including 248 projects. Host survey/workshops to gather input.	PC and ZA	Consultant	RPC	40	\$85.00	\$3,400			\$3,400
Draft Plan and Plan Report	Host community workshop to introduce draft Plan and receive feedback on changes to Town Plan.	PC and ZA	Consultant		20	\$85.00	\$1,700			\$1,700
Mileage and meeting materials	Direct expenses related to Plan development.	PC	Other	PC, Consultant, ZA and RPC				materials, mileage	\$1,280	\$1,280
							\$7,820		\$1,280	\$9,100

Total Project Cost: \$9,100
State Grant Funds (Grant Amount Requested): \$8,733
Match Funds: \$367

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.

Town has budgeted sufficient funds to cover required match in fiscal year 2017 which ends June 30, 2017.

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

Planning Commission has reviewed budget which reflects an estimate of time as proposed by Planning Consultant Brandy Saxton, who has worked with the Planning Commission for many years.

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://egrants.vermont.gov/_Upload/192172-2017_MPG_budgetestimate.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