

Municipal Planning Application FY18

Organization: Town of Vernon

MP-2018-Vernon-00013

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
Identify Assets	Identify and clarify possible reuse of current assets in the Village Center.	Windham Regional Commission	Regional Planning Staff		20	\$65.00	\$1,300			\$1,300
Create Conceptual Village Center Master Plan	Create a comprehensive map of the current Village Center, including assets and infrastructure. Create an artistic interpretation of long term plans for the Village Center for use during public meetings.	Professional Planning & Design Consultant	Consultant		99.5	\$200.00	\$19,900			\$19,900
Conduct 5 Public Meetings	Get input from local residents regarding the composition of the Village Center including walking paths, open spaces, re-use of Vermont Yankee properties, location of community store and cafe and residential components.	Professional Planning & Design Consultants	Consultant		24	\$200.00	\$4,800			\$4,800
							\$0			\$0
							<u>\$26,000</u>		<u>\$0</u>	<u>\$26,000</u>

Total Project Cost: \$26,000
State Grant Funds (Grant Amount Requested): \$20,000
Match Funds: \$6,000

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.

The Town passed the Planning Commission budget which included \$2,000 in matching funds for the Municipal Planning Grant. An additional \$4,000 will come from seed money given to the Friends of Vernon Center, Inc. as a result of the Community Meeting process the town underwent under the direction of the Vermont Council on Rural Development.

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

We relied on the expertise of the Windham Regional Planning Commission in Village Center Planning to determine the cost of these activities. We consulted with a graphic artist to understand the cost and time commitment of multiple edits to an artistic rendition of the Village Center and reviewed online articles to estimate design and art work. It is our hope to keep costs down by working as much as possible with area art students for Village Center renderings.

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/207595-MPG2018BudgetDocumentation-091917.doc

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

Work Plan and Budget

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