

Municipal Planning Application FY17

Organization: Town of Wolcott

MP-2017-Wolcott-00015

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
Contract	LCPC and Wolcott will prepare a contract for the work to be performed.	LCPC, Wolcott Selectboard and Wolcott Planning Commission	Other	None.	0	\$0	\$0			\$0
Data Update	LCPC will review current plan and where applicable update plan data.	LCPC, Wolcott PC	Regional Planning Staff		20	\$63.00	\$1,260			\$1,260
Organizational Meeting	Wolcott PC and LCPC will meet to kick off the plan update process and review updated plan data	LCPC, Wolcott PC	Regional Planning Staff		4	\$63.00	\$252			\$252
PC meetings	Wolcott PC will hold 8 meetings to update the plan in accordance with statutory requirements. There will be 3 flood resilience, 3 energy, 1 water quality and designated center, and 1 policy/actions review meeting.	Wolcott PC, LCPC	Regional Planning Staff		48	\$63.00	\$3,024			\$3,024
Flood Modeling	Wolcott will work on identifying flood mitigation solutions for critical areas of Town.	Milone & MacBroom, LCPC, Wolcott PC	Consultant		44	\$113.00	\$4,972			\$4,972
First Plan Draft	LCPC will prepare the first draft of the updated plan. This will include map updates. LCPC will then share the draft with Wolcott PC and interested public and, based on feedback, finalize the draft.	LCPC, Wolcott PC			50	\$63.00	\$3,150			\$3,150
Public Hearing	Wolcott PC will hold public hearing for the plan. LCPC will participate to assist with addressing questions.	Wolcott PC, LCPC			4	\$63.00	\$252	LCPC travel cost	\$90	\$342
							\$12,910		\$90	\$13,000

**Work Plan and Budget**

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<b>Total Project Cost:</b>	<b>\$13,000</b>
<b>State Grant Funds (Grant Amount Requested):</b>	<b>\$11,333</b>
<b>Match Funds:</b>	<b>\$1,667</b>

## 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 of Wolcott will provide the matching funds.

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

We developed our application with the assistance of Lamoille County Planning Commission. LCPC provided information about their hourly rates as well as pay rates for their proposed subcontractor Milone and MacBroom.

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/191519-LCPCLOS.pdf](https://egrants.vermont.gov/_Upload/191519-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