

Municipal Planning Application FY16

Organization: Town of Groton

MP-2016-Groton-00067

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
Map updates	Current land patterns, soils suitability, topography, erosion, flood potential, current use and conserved lands. Includes wall-size and formatting for 11x17	RPC GIS Specialists	Regional Planning Staff		19	\$75.00	\$1,425	Printouts-wall-sized	\$140	\$1,565
Flood resilience plan	Analysis of map data, writing, development	RPC staff	Regional Planning Staff		12	\$65.00	\$780			\$780
Economic development plan	Research, development, writing	RPC staff	Regional Planning Staff		12	\$65.00	\$780			\$780
Transportation plan update	Research, development, writing	RPC staff	Regional Planning Staff		8	\$65.00	\$520			\$520
General plan updates	Research, development, writing, meetings with PC	RPC staff	Regional Planning Staff		20	\$65.00	\$1,300			\$1,300
Community Survey	Development, distribution, and analysis of survey	Planning Commission (working w/RPC)	Regional Planning Staff		20	\$65.00	\$1,300	Printing, mailing	\$750	\$2,050
Community Potluck	Invite the public to review draft, discuss flood resilience	Planning Commission	Other					Advertising, meeting expense (paper supplies, drinks, etc.)	\$300	\$300
Public notices	2, as required by statute	Planning Commission						Advertising	\$270	\$270
Certified mailings	8, as required by statute	Planning Commission						Mailing	\$64	\$64
							\$6,105		\$1,524	\$7,629

Total Project Cost: \$7,629
State Grant Funds (Grant Amount Requested): \$7,629
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.

Other contributions include the use of public facilities for the community potluck dinner.

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

The budget was developed with the help of the regional planning commission, who reviewed the existing plan and identified inconsistencies with statewide planning goals and statutory requirements back in 2013.

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/177721-Letter.NVDA.pdf

Mailed to DHCD

ACCOUNTING

Responses to the following questions will not impact the competitiveness of your application. These are used solely for purposes of administering the grant if awarded.

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