



State of Vermont Agency of Commerce and Community Development

FY2017 Budget

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February 2016

ACCD

Mission/Outcomes

- To help Vermonters improve their quality of life and build strong communities.

- Statutory outcomes, re:
 - Challenges for Change, Act 146 (2009 Adj. Session), Sec G1 (1) and (2)
 - **Outcome 1:** *Vermont achieves a sustainable annual increase in nonpublic sector employment and in median household income.*
 - **Outcome 2:** *Vermont attains a statewide, state-of-the-art telecommunications infrastructure.*

AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT

FY 17 BUDGET DETAIL

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Agency of Commerce and Community Development Summary

| | FY 2017 Position Count | FY 2015 Actual | FY 2016 Budget As Passed | FY 2017 Governor Recommend |
|--------------------------------------|------------------------------|---------------------|--------------------------------|----------------------------------|
| Department | | | | |
| ACCD Administration | 26 | \$4,413,414 | \$7,931,107 | \$8,446,625 |
| Economic Development | 17 | \$5,326,800 | \$6,231,522 | \$6,301,445 |
| Housing and Community Development | 39 | \$19,834,271 | \$15,872,313 | \$15,857,693 |
| Tourism & Marketing | 15 | \$4,054,789 | \$4,097,632 | \$3,926,754 |
| Total | 97 | \$33,629,274 | \$34,132,574 | \$34,532,517 |
| Fund Type | | | | |
| General Funds | | \$12,627,706 | \$13,619,833 | \$13,829,707 |
| Federal Funds | | \$14,318,345 | \$9,777,731 | \$10,407,024 |
| IDT Funds | | \$259,831 | \$412,082 | \$342,630 |
| Enterprise Funds | | \$765,692 | \$868,780 | \$732,368 |
| Special Fund | | \$5,657,700 | \$9,454,148 | \$9,220,788 |
| Total | | \$33,629,274 | \$34,132,574 | \$34,532,517 |

**AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT
 FY 17 GOVERNOR'S BUDGET RECOMMENDATION
 ALL FUNDS BY DEPARTMENT**

| <u>Department:</u> | <u>General Fund</u> | <u>Special Fund</u> | <u>Federal Fund</u> | <u>InterDept Transfer</u> | <u>Enterprise Fund</u> | <u>FY 17 Governor's Recommend</u> |
|-----------------------------------|-------------------------|-------------------------|-------------------------|-------------------------------|----------------------------|---|
| ADMINISTRATION | \$ 3,511,636 | \$ 3,599,800 | \$ 1,200,000 | \$ 135,189 | \$ - | \$ 8,446,625 |
| ECONOMIC DEVELOPMENT | \$ 4,600,379 | \$ 767,950 | \$ 933,116 | \$ - | \$ - | \$ 6,301,445 |
| HOUSING AND COMMUNITY DEVELOPMENT | \$ 2,623,306 | \$ 4,853,038 | \$ 8,273,908 | \$ 107,441 | \$ - | \$ 15,857,693 |
| TOURISM AND MARKETING | \$ 3,094,386 | \$ - | \$ - | \$ 100,000 | \$ 732,368 | \$ 3,926,754 |
| TOTAL | <u>\$ 13,829,707</u> | <u>\$ 9,220,788</u> | <u>\$ 10,407,024</u> | <u>\$ 342,630</u> | <u>\$ 732,368</u> | <u>\$ 34,532,517</u> |

ACCD

FY 2017

Budget Overview By Fund

| Fund Source | FY 2016 As Passed Budget | FY 2016 BAA Recommend | Increase/ (Decrease) As Passed to FY16 BAA Rec | FY 2017 Governor's Recommend | Increase/ (Decrease) From FY 16 As Passed | FY 2017 % Incr/(Decr) Over FY 16 As Passed |
|--|---|--------------------------------------|---|---|--|---|
| General Fund | \$13,619,833 | \$13,619,833 | \$0 | \$13,829,707 | \$209,874 | 1.5% |
| Special Fund | \$9,454,148 | \$9,884,148 | \$430,000 | \$9,220,788 | (\$233,360) | -2.5% |
| Federal Fund | \$9,777,731 | \$9,777,731 | \$0 | \$10,407,024 | \$629,293 | 6.4% |
| Enterprise Fund | \$868,780 | \$868,780 | \$0 | \$732,368 | (\$136,412) | -15.7% |
| Inter- department Transfer Fund | \$412,082 | \$412,082 | \$0 | \$342,630 | (\$69,452) | -16.9% |
| Total ACCD | \$34,132,574 | \$34,562,574 | \$430,000 | \$34,532,517 | \$399,943 | 1.2% |

Agency of Commerce and Community Development FY 2017 Summary Budget Changes by Fund

| | |
|---|---------------------|
| FY 16 General Fund As Passed | \$13,619,833 |
| ACT 58 Internal Service Fund Reductions | (\$25,919) |
| FY 16 General Fund Amended | \$13,593,914 |
| Salary/Benefits Net Increase | \$260,659 |
| Insurance (Workers' Comp, Property and General Liability) Increase | \$9,963 |
| VISION/HRMS-DHR-DII-Prop Mgmt Internal Service Fund Net Increase | \$7,949 |
| National Life Rent Increase | \$9,236 |
| VT Archeology Heritage Center | \$9,000 |
| EB-5 Audit and Construction Mgmt costs funding | \$40,000 |
| Miscellaneous Operating Reduction | (\$4,723) |
| Retirement Incentive Position loss (Travel Information Chief) | (\$96,291) |
| <i>Total Increase Net of FY 16 Budget Reduction</i> | \$209,874 |
| FY 17 General Fund Request | \$13,829,707 |
| FY 16 Federal Fund | \$9,777,731 |
| EPA -Brownfields grant additional funding | \$400,000 |
| National Park Service (NPS) -Funding Historic Preservation CLG Grant authority adjustment | \$48,125 |
| HUD -CDBG -State Program Administration spending authority adjustment | \$14,434 |
| HUD -CDBG -Disaster Recovery II Program Administration reduction for completed projects | (\$113,053) |
| HUD -HOME Program spending authority adjustment | \$59,871 |
| Completion of EDA/VT Economic Resiliency Initiative Grant | (\$49,069) |
| Dept of Defense -Procurement Technical Assistance Center grant -funding increase | \$15,145 |
| US Small Bus Admin -International Trade & Export Assistance STEP IV -new grant | \$174,211 |
| US Small Bus Admin -International Trade & Export Assistance STEP II/III grants completed | (\$314,008) |
| Department of Defense - Community Planning Assistance Fund new grant | \$319,530 |
| HUD -CDBG -State Program spending authority adjustment | \$74,107 |
| <i>Total Increase</i> | \$629,293 |
| FY 17 Federal Fund Request | \$10,407,024 |
| FY 16 Special Fund As Passed | \$9,454,148 |
| ACT 58 Position Reduction | (\$100,000) |
| FY 16 Special Fund Amended | \$9,354,148 |
| VCGI external billings for services to partners (VSJF/VNRC) increase | \$30,000 |
| Assistance for Buyouts -VT Housing Conservation Board completed projects | (\$100,000) |
| Historic Sites admissions/gift shop fees reduction | (\$4,548) |
| Archaeology Center box and artifact fees spending authority adjustment | \$15,000 |
| CDBG workshops spending authority increase | \$425 |
| Archeology database spending authority adjustment | (\$19,550) |
| Mobile Home Park lot fee spending authority adjustment | \$1,500 |
| EB-5 Enterprise fund anticipated increase | \$18,300 |
| Economic Development conference fees decrease | (\$20,000) |
| Miscellaneous Receipts (VEPC analyst fees) eliminated | (\$60,000) |
| DT Transportation and Capital Improvement Fund spending authority increase | \$5,513 |
| <i>Total Decrease With FY 16 Budget Reduction</i> | (\$233,360) |
| FY 17 Special Fund Request | \$9,220,788 |

**Agency of Commerce and Community Development
FY 2017 Summary Budget Changes by Fund**

| | |
|---|------------------|
| FY 16 Interdepartmental Transfer Fund | \$412,082 |
| VCGI internal billings to state dept/agencies (VT Emerg Mgmt) decrease | (\$84,811) |
| Quebec Initiative Contract Year 2 | \$50,000 |
| ANR -Electric Car Program grants -pass-thru to municipalities Comm Planning & Revitalization Program reduction for completed projects | (\$30,715) |
| AOT -Chimney Point restoration reduction for completed projects | (\$4,908) |
| ANR -Low Impact Development (LID) completion | (\$7,367) |
| AOT -Archaeology month/Heritage Center spending authority adjustment | \$8,349 |
| <i>Total Decrease</i> | (\$69,452) |
| FY 17 Interdepartmental Transfer Fund Request | \$342,630 |
| FY 16 Enterprise Fund | \$868,780 |
| Salary/Benefits Net Decrease | (\$38,459) |
| Retirement Incentive Position loss (Financial Administrator III) | (\$96,578) |
| Web hosting contract/operating reduction | (\$1,375) |
| <i>Total Decrease</i> | (\$136,412) |
| FY 17 Enterprise Fund Request | \$732,368 |
| Total FY 17 Budget Increase | \$399,943 |

**Agency of Commerce and Community Development
FY 2017 Staffing Changes**

| | |
|--|------------|
| Administration | |
| Total No. of Positions FY 2015 | 26 |
| Total No. of Positions FY 2016 | 26 |
| Total No. of Positions FY 2017 | 26 |
| Housing and Community Development | |
| Total No. of Positions FY 2015 | 40 |
| Total No. of Positions FY 2016 | 40 |
| Grants Specialist (CDBG-DR) Limited Pos. Service Ends | -1 |
| Total No. of Positions FY 2017 | 39 |
| Economic Development | |
| Total No. of Positions FY 2015 | 18 |
| Senior Economic Development Specialist -Captives Rescission Pos. Loss | -1 |
| Total No. of Positions FY 2016 | 17 |
| Total No. of Positions FY 2017 | 17 |
| Tourism and Marketing | |
| Total No. of Positions FY 2015 | 9 |
| Total No. of Positions FY 2016 | 9 |
| Travel Information Chief Retirement Incentive Pos. Loss | -1 |
| Total No. of Positions FY 2017 | 8 |
| VT Life Magazine | |
| Total No. of Positions FY 2015 | 8 |
| Total No. of Positions FY 2016 | 8 |
| Financial Administrator III Retirement Incentive Pos. Loss | -1 |
| Total No. of Positions FY 2017 | 7 |
| AGENCY TOTALS | |
| Total No. of Positions FY 2015 | 101 |
| Total No. of Positions FY 2016 | 100 |
| Total No. of Authorized Positions FY 2017 | 97 |

Organization: 07 - Commerce and Community Development

Budget Rollup Report

Budget Object Group: 1. PERSONAL SERVICES

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-----------------------|---|---|---|--|--|
| Salaries and Wages | 6,038,706 | 6,634,323 | 6,634,323 | 6,501,264 | (133,059) | -2.0% |
| Fringe Benefits | 2,721,002 | 3,219,255 | 3,219,255 | 3,252,285 | 33,030 | 1.0% |
| Contracted and 3rd Party Service | 5,080,821 | 5,121,530 | 5,551,530 | 5,333,148 | 211,618 | 4.1% |
| PerDiem and Other Personal Services | 13,906 | 167,321 | 167,321 | 184,875 | 17,554 | 10.5% |
| Budget Object Group Total: 1. PERSONAL SERVICES | 13,854,434 | 15,142,429 | 15,572,429 | 15,271,572 | 129,143 | 0.9% |

Budget Object Group: 2. OPERATING

| Budget Object Rollup Name | | | | | | |
|--|------------------|------------------|------------------|------------------|------------------|--------------|
| Equipment | 62,658 | 74,783 | 74,783 | 61,289 | (13,494) | -18.0% |
| IT/Telecom Services and Equipment | 289,425 | 443,723 | 443,723 | 357,163 | (86,560) | -19.5% |
| Travel | 277,126 | 451,393 | 451,393 | 386,136 | (65,257) | -14.5% |
| Supplies | 127,362 | 143,625 | 143,625 | 128,324 | (15,301) | -10.7% |
| Other Purchased Services | 2,705,538 | 2,771,335 | 2,771,335 | 2,698,584 | (72,751) | -2.6% |
| Other Operating Expenses | 172,015 | 151,190 | 151,190 | 201,221 | 50,031 | 33.1% |
| Rental Other | 24,856 | 29,783 | 29,783 | 29,328 | (455) | -1.5% |
| Rental Property | 350,469 | 391,559 | 391,559 | 371,986 | (19,573) | -5.0% |
| Property and Maintenance | 139,421 | 165,850 | 165,850 | 151,662 | (14,188) | -8.6% |
| Budget Object Group Total: 2. OPERATING | 4,148,870 | 4,623,241 | 4,623,241 | 4,385,693 | (237,548) | -5.1% |

Organization: 07 - Commerce and Community Development

Budget Rollup Report

Budget Object Group: 3. GRANTS

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|-----------------------|---|---|---|--|--|
| Grants Rollup | 15,625,969 | 14,366,904 | 14,366,904 | 14,875,252 | 508,348 | 3.5% |
| Budget Object Group Total: 3. GRANTS | 15,625,969 | 14,366,904 | 14,366,904 | 14,875,252 | 508,348 | 3.5% |

| | | | | | | |
|-----------------------|-------------------|-------------------|-------------------|-------------------|----------------|-------------|
| Total Expenses | 33,629,274 | 34,132,574 | 34,562,574 | 34,532,517 | 399,943 | 1.2% |
|-----------------------|-------------------|-------------------|-------------------|-------------------|----------------|-------------|

| Fund Name | | | | | | |
|--------------------|-------------------|-------------------|-------------------|-------------------|----------------|-------------|
| General Funds | 12,627,706 | 13,619,833 | 13,619,833 | 13,829,707 | 209,874 | 1.5% |
| Special Fund | 5,657,700 | 9,454,148 | 9,884,148 | 9,220,788 | (233,360) | -2.5% |
| Federal Funds | 14,318,345 | 9,777,731 | 9,777,731 | 10,407,024 | 629,293 | 6.4% |
| IDT Funds | 259,831 | 412,082 | 412,082 | 342,630 | (69,452) | -16.9% |
| Enterprise Funds | 765,692 | 868,780 | 868,780 | 732,368 | (136,412) | -15.7% |
| Funds Total | 33,629,274 | 34,132,574 | 34,562,574 | 34,532,517 | 399,943 | 1.2% |

| | | | | | | |
|----------------|--|--|--|-------|--|--|
| Position Count | | | | 97 | | |
| FTE Total | | | | 96.32 | | |

Organization: Agency of Commerce and Community Development

Budget Detail Report

Budget Object Group: 1. PERSONAL SERVICES

| Salaries and Wages | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|----------------------------------|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Classified Employees | 500000 | 6,032,213 | 5,097,614 | 5,097,614 | 4,741,205 | (356,409) | -7.0% |
| Exempt | 500010 | 0 | 1,376,231 | 1,376,231 | 1,580,027 | 203,796 | 14.8% |
| Temporary Employees | 500040 | 0 | 204,345 | 204,345 | 217,311 | 12,966 | 6.3% |
| Overtime | 500060 | 6,493 | 0 | 0 | 0 | 0 | 0.0% |
| Vacancy Turnover Savings | 508000 | 0 | (43,867) | (43,867) | (37,279) | 6,588 | -15.0% |
| Total: Salaries and Wages | | 6,038,706 | 6,634,323 | 6,634,323 | 6,501,264 | (133,059) | -2.0% |

| Fringe Benefits | | | | | | | |
|-------------------------------|-------------|------------------|------------------|------------------|------------------|---------------|---------------------------|
| Description | Code | | | | | | |
| FICA - Classified Employees | 501000 | 443,700 | 389,962 | 389,962 | 362,642 | (27,320) | -7.0% |
| FICA - Exempt | 501010 | 0 | 104,234 | 104,234 | 119,563 | 15,329 | 14.7% |
| Health Ins - Classified Empl | 501500 | 1,170,793 | 1,289,416 | 1,289,416 | 1,262,125 | (27,291) | -2.1% |
| Health Ins - Exempt | 501510 | 0 | 210,923 | 210,923 | 291,526 | 80,603 | 38.2% |
| Retirement - Classified Empl | 502000 | 939,689 | 872,202 | 872,202 | 841,913 | (30,289) | -3.5% |
| Retirement - Exempt | 502010 | 0 | 189,567 | 189,567 | 213,145 | 23,578 | 12.4% |
| Dental - Classified Employees | 502500 | 68,051 | 85,485 | 85,485 | 64,744 | (20,741) | -24.3% |
| Dental - Exempt | 502510 | 0 | 16,898 | 16,898 | 15,772 | (1,126) | -6.7% |
| Life Ins - Classified Empl | 503000 | 17,720 | 16,292 | 16,292 | 15,287 | (1,005) | -6.2% |
| Life Ins - Exempt | 503010 | 0 | 2,832 | 2,832 | 3,799 | 967 | 34.1% |
| LTD - Classified Employees | 503500 | 3,964 | 1,681 | 1,681 | 988 | (693) | -41.2% |
| LTD - Exempt | 503510 | 0 | 3,163 | 3,163 | 3,637 | 474 | 15.0% |
| EAP - Classified Empl | 504000 | 2,743 | 2,569 | 2,569 | 2,344 | (225) | -8.8% |
| EAP - Exempt | 504010 | 0 | 509 | 509 | 572 | 63 | 12.4% |
| Employee Tuition Costs | 504530 | 5,469 | 0 | 0 | 0 | 0 | 0.0% |
| Workers Comp - Ins Premium | 505200 | 54,799 | 21,395 | 21,395 | 31,051 | 9,656 | 45.1% |
| Unemployment Compensation | 505500 | 13,293 | 11,280 | 11,280 | 22,330 | 11,050 | 98.0% |
| Catamount Health Assessment | 505700 | 780 | 847 | 847 | 847 | 0 | 0.0% |
| Total: Fringe Benefits | | 2,721,002 | 3,219,255 | 3,219,255 | 3,252,285 | 33,030 | ¹² 1.0% |

Organization: Agency of Commerce and Community Development

Budget Detail Report

| Contracted and 3rd Party Service | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Contr&3Rd Party-Fulfillment | 507020 | 1,258 | 0 | 0 | 1,500 | 1,500 | 0.0% |
| Contr & 3Rd Party - Financial | 507100 | 33,457 | 75,000 | 75,000 | 125,000 | 50,000 | 66.7% |
| Contr&3Rd Pty-Educ & Training | 507350 | 5,000 | 0 | 0 | 0 | 0 | 0.0% |
| Contr&3Rd Pty - Info Tech | 507550 | 145,854 | 51,300 | 51,300 | 75,563 | 24,263 | 47.3% |
| Contract-Web Dev. & Maint. | 507551 | 1,680 | 0 | 0 | 0 | 0 | 0.0% |
| Contr-Info Tech-Web Hosting | 507552 | 118 | 850 | 850 | 0 | (850) | -100.0% |
| Contr-Compsoftware-Sysdevelop | 507553 | 110,686 | 77,450 | 77,450 | 90,725 | 13,275 | 17.1% |
| Creative/Development | 507561 | 37,061 | 0 | 0 | 85,000 | 85,000 | 0.0% |
| Creative/Development-Web | 507562 | 11,053 | 88,000 | 88,000 | 68,500 | (19,500) | -22.2% |
| Advertising/Marketing-Other | 507563 | 158,395 | 260,870 | 260,870 | 160,870 | (100,000) | -38.3% |
| Media-Planning/Buying | 507564 | 62,563 | 61,000 | 61,000 | 77,500 | 16,500 | 27.0% |
| Other Contr and 3Rd Pty Serv | 507600 | 4,513,697 | 4,507,060 | 4,937,060 | 4,648,490 | 141,430 | 3.1% |
| Total: Contracted and 3rd Party Service | | 5,080,821 | 5,121,530 | 5,551,530 | 5,333,148 | 211,618 | 4.1% |

| PerDiem and Other Personal Services | | | | | | | |
|---|-------------|-------------------|-------------------|-------------------|-------------------|----------------|--------------|
| Description | Code | | | | | | |
| Per Diem | 506000 | 13,850 | 14,600 | 14,600 | 15,300 | 700 | 4.8% |
| Other Pers Serv | 506200 | 0 | 152,721 | 152,721 | 169,575 | 16,854 | 11.0% |
| Service of Papers | 506240 | 56 | 0 | 0 | 0 | 0 | 0.0% |
| Total: PerDiem and Other Personal Services | | 13,906 | 167,321 | 167,321 | 184,875 | 17,554 | 10.5% |
| Total: 1. PERSONAL SERVICES | | 13,854,434 | 15,142,429 | 15,572,429 | 15,271,572 | 129,143 | 0.9% |

Organization: Agency of Commerce and Community Development

Budget Detail Report

Budget Object Group: 2. OPERATING

| Equipment | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------------------|--------|----------------|-------------------------------------|---|--|--|--|
| Description | Code | | | | | | |
| Hardware - Desktop & Laptop Pc | 522216 | 41,095 | 52,250 | 52,250 | 46,989 | (5,261) | -10.1% |
| Hw - Printers,Copiers,Scanners | 522217 | 563 | 0 | 0 | 0 | 0 | 0.0% |
| Other Equipment | 522400 | 12,931 | 17,533 | 17,533 | 8,500 | (9,033) | -51.5% |
| Office Equipment | 522410 | 440 | 500 | 500 | 500 | 0 | 0.0% |
| Furniture & Fixtures | 522700 | 7,629 | 4,500 | 4,500 | 5,300 | 800 | 17.8% |
| Total: Equipment | | 62,658 | 74,783 | 74,783 | 61,289 | (13,494) | -18.0% |

| IT/Telecom Services and Equipment | | | | | | | |
|---|--------|----------------|----------------|----------------|----------------|-----------------|------------------|
| Description | Code | | | | | | |
| Tele-Internet-Dsl-Cable Modem | 516626 | 1,357 | 2,000 | 2,000 | 2,000 | 0 | 0.0% |
| Telecom-Data Telecom Services | 516651 | 528 | 453 | 453 | 455 | 2 | 0.4% |
| Telecom-Video Conf Services | 516653 | 215 | 1,318 | 1,318 | 650 | (668) | -50.7% |
| Telecom-Long Distance Service | 516655 | 261 | 2,000 | 2,000 | 4,750 | 2,750 | 137.5% |
| Telecom-Toll Free Phone Serv | 516657 | 3,077 | 12,650 | 12,650 | 6,200 | (6,450) | -51.0% |
| Telecom-Conf Calling Services | 516658 | 1,847 | 4,165 | 4,165 | 4,295 | 130 | 3.1% |
| Telecom-Wireless Phone Service | 516659 | 21,227 | 28,129 | 28,129 | 23,242 | (4,887) | -17.4% |
| It Intsvccost-Vision/Isdassess | 516671 | 111,424 | 121,692 | 121,692 | 104,240 | (17,452) | -14.3% |
| It Intsvccost- Dii - Telephone | 516672 | 28,680 | 28,462 | 28,462 | 28,877 | 415 | 1.5% |
| It Inter Svc Cost User Support | 516678 | 59,390 | 147,007 | 147,007 | 88,586 | (58,421) | -39.7% |
| Hw - Other Info Tech | 522200 | 8,995 | 5,944 | 5,944 | 7,351 | 1,407 | 23.7% |
| Hardware-Telephone User Equip | 522219 | 326 | 1,550 | 1,550 | 3,700 | 2,150 | 138.7% |
| Software - Other | 522220 | 5,045 | 35,199 | 35,199 | 18,694 | (16,505) | -46.9% |
| Software - Office Technology | 522221 | 1,362 | 1,835 | 1,835 | 4,967 | 3,132 | 170.7% |
| Sw-Database&Management Sys | 522222 | 21,735 | 7,900 | 7,900 | 10,200 | 2,300 | 29.1% |
| Software-Gis | 522223 | 5,495 | 23,519 | 23,519 | 28,571 | 5,052 | 21.5% |
| Sw-Website Dev Maint Hosting | 522224 | 6,750 | 16,000 | 16,000 | 17,385 | 1,385 | 8.7% |
| Hw-Personal Mobile Devices | 522258 | 11,714 | 3,900 | 3,900 | 3,000 | (900) | -23.1% |
| Total: IT/Telecom Services and Equipment | | 289,425 | 443,723 | 443,723 | 357,163 | (86,560) | 14 -19.5% |

Organization: Agency of Commerce and Community Development

Budget Detail Report

| Other Operating Expenses | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed | |
|--|-------------|---|---|---|--|--|--------------|
| Description | Code | FY2015 Actuals | | | | | |
| Single Audit Allocation | 523620 | 54,739 | 20,821 | 20,821 | 57,048 | 36,227 | 174.0% |
| Registration & Identification | 523640 | 1,092 | 800 | 800 | 7,090 | 6,290 | 786.3% |
| Taxes | 523660 | 7,990 | 8,619 | 8,619 | 9,000 | 381 | 4.4% |
| Bank Service Charges | 524000 | 15 | 0 | 0 | 6,800 | 6,800 | 0.0% |
| Reimbursement of Petty Cash | 525050 | 7 | 0 | 0 | 0 | 0 | 0.0% |
| Cost of Freight | 525160 | 216 | 2,950 | 2,950 | 500 | (2,450) | -83.1% |
| Cost of Stock Items Sold | 525290 | 107,956 | 118,000 | 118,000 | 120,783 | 2,783 | 2.4% |
| Total: Other Operating Expenses | | 172,015 | 151,190 | 151,190 | 201,221 | 50,031 | 33.1% |

| Other Purchased Services | | | | | | | |
|---------------------------------|-------------|-----------|---------|---------|---------|----------|---------|
| Description | Code | | | | | | |
| Insurance Other Than Empl Bene | 516000 | 53,954 | 65,702 | 65,702 | 68,371 | 2,669 | 4.1% |
| Insurance - General Liability | 516010 | 48,775 | 14,223 | 14,223 | 13,731 | (492) | -3.5% |
| Dues | 516500 | 197,044 | 212,763 | 212,763 | 205,516 | (7,247) | -3.4% |
| Licenses | 516550 | 65 | 410 | 410 | 0 | (410) | -100.0% |
| Telecom-Mobile Wireless Data | 516623 | 17,021 | 20,320 | 20,320 | 19,947 | (373) | -1.8% |
| Telecom-Telephone Services | 516652 | 10,249 | 14,151 | 14,151 | 7,640 | (6,511) | -46.0% |
| It Int Svc Dii Allocated Fee | 516685 | 104,113 | 102,816 | 102,816 | 102,382 | (434) | -0.4% |
| Advertising-Tv | 516811 | 81,721 | 290,000 | 290,000 | 255,000 | (35,000) | -12.1% |
| Advertising-Radio | 516812 | 33,081 | 96,700 | 96,700 | 135,700 | 39,000 | 40.3% |
| Advertising-Print | 516813 | 248,748 | 189,525 | 189,525 | 225,700 | 36,175 | 19.1% |
| Advertising-Web | 516814 | 1,117,270 | 696,952 | 696,952 | 848,899 | 151,947 | 21.8% |
| Advertising-Other | 516815 | 234,111 | 350,646 | 350,646 | 262,600 | (88,046) | -25.1% |
| Advertising - Out of Home | 516817 | 7,484 | 40,000 | 40,000 | 7,200 | (32,800) | -82.0% |
| Advertising - Job Vacancies | 516820 | 7,554 | 3,000 | 3,000 | 3,000 | 0 | 0.0% |
| Client Meetings | 516855 | 2,635 | 8,800 | 8,800 | 6,500 | (2,300) | -26.1% |
| Trade Shows & Events | 516870 | 196,543 | 321,100 | 321,100 | 229,000 | (92,100) | -28.7% |
| Giveaways | 516871 | 13,154 | 11,750 | 11,750 | 12,525 | 775 | 6.6% |
| Photography | 516875 | 2,160 | 7,250 | 7,250 | 8,500 | 1,250 | 17.2% |

Organization: Agency of Commerce and Community Development

Budget Detail Report

| Other Operating Expenses (cont) | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Printing and Binding | 517000 | 12,838 | 28,180 | 28,180 | 15,495 | (12,685) | -45.0% |
| Printing & Binding-Bgs Copy Ct | 517005 | 4,527 | 4,053 | 4,053 | 6,228 | 2,175 | 53.7% |
| Printing-Promotional | 517010 | 55,415 | 31,200 | 31,200 | 33,050 | 1,850 | 5.9% |
| Photocopying | 517020 | 8 | 3,325 | 3,325 | 2,225 | (1,100) | -33.1% |
| Registration For Meetings&Conf | 517100 | 38,683 | 53,549 | 53,549 | 56,739 | 3,190 | 6.0% |
| Training - Info Tech | 517110 | 1,465 | 8,500 | 8,500 | 6,000 | (2,500) | -29.4% |
| Postage | 517200 | 37,667 | 43,995 | 43,995 | 44,975 | 980 | 2.2% |
| Postage - Bgs Postal Svcs Only | 517205 | 7,792 | 6,970 | 6,970 | 5,870 | (1,100) | -15.8% |
| Freight & Express Mail | 517300 | 34,242 | 33,580 | 33,580 | 33,605 | 25 | 0.1% |
| Instate Conf, Meetings, Etc | 517400 | 40,865 | 0 | 0 | 285 | 285 | 0.0% |
| Outside Conf, Meetings, Etc | 517500 | 645 | 0 | 0 | 0 | 0 | 0.0% |
| Other Purchased Services | 519000 | 41,043 | 50,369 | 50,369 | 21,853 | (28,516) | -56.6% |
| Human Resources Services | 519006 | 41,882 | 53,156 | 53,156 | 48,098 | (5,058) | -9.5% |
| Dry Cleaning | 519020 | 191 | 0 | 0 | 0 | 0 | 0.0% |
| Brochure Distribution | 519030 | 7,109 | 8,200 | 8,200 | 11,950 | 3,750 | 45.7% |
| Moving State Agencies | 519040 | 5,483 | 150 | 150 | 0 | (150) | -100.0% |
| Total: Other Purchased Services | | 2,705,538 | 2,771,335 | 2,771,335 | 2,698,584 | (72,751) | -2.6% |

| Property and Maintenance | | | | | | | |
|--|-------------|----------------|----------------|----------------|----------------|-----------------|--------------|
| Description | Code | | | | | | |
| Water/Sewer | 510000 | 16,576 | 12,875 | 12,875 | 14,000 | 1,125 | 8.7% |
| Rubbish Removal | 510210 | 4,998 | 4,975 | 4,975 | 5,200 | 225 | 4.5% |
| Snow Removal | 510300 | 28,978 | 39,465 | 39,465 | 37,000 | (2,465) | -6.2% |
| Custodial | 510400 | 8,644 | 10,138 | 10,138 | 9,000 | (1,138) | -11.2% |
| Lawn Maintenance | 510520 | 40,063 | 45,450 | 45,450 | 40,490 | (4,960) | -10.9% |
| Repair & Maint - Buildings | 512000 | 858 | 2,325 | 2,325 | 24,000 | 21,675 | 932.3% |
| Plumbing & Heating Systems | 512010 | 9,742 | 17,400 | 17,400 | 10,000 | (7,400) | -42.5% |
| Rep&Maint-Info Tech Hardware | 513000 | 632 | 0 | 0 | 0 | 0 | 0.0% |
| Repair & Maint - Office Tech | 513010 | 10,258 | 12,167 | 12,167 | 10,523 | (1,644) | -13.5% |
| Other Repair & Maint Serv | 513200 | 18,302 | 21,055 | 21,055 | 449 | (20,606) | -97.9% |
| Repair&Maint-Property/Grounds | 513210 | 370 | 0 | 0 | 1,000 | 1,000 | 16 0.0% |
| Total: Property and Maintenance | | 139,421 | 165,850 | 165,850 | 151,662 | (14,188) | -8.6% |

Organization: Agency of Commerce and Community Development

Budget Detail Report

| | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------------------|--------|----------------|-------------------------------------|---|--|--|--|
| Rental Other | | | | | | | |
| Description | Code | | | | | | |
| Rental of Equipment & Vehicles | 514500 | 1,135 | 0 | 0 | 200 | 200 | 0.0% |
| Rental - Auto | 514550 | 6,611 | 7,500 | 7,500 | 4,728 | (2,772) | -37.0% |
| Rental - Other | 515000 | 17,111 | 22,283 | 22,283 | 24,400 | 2,117 | 9.5% |
| Total: Rental Other | | 24,856 | 29,783 | 29,783 | 29,328 | (455) | -1.5% |

| Rental Property | | | | | | | |
|--------------------------------|--------|----------------|----------------|----------------|----------------|-----------------|--------------|
| Description | Code | | | | | | |
| Rent Land & Bldgs-Office Space | 514000 | 334,635 | 372,313 | 372,313 | 353,303 | (19,010) | -5.1% |
| Rent Land&Bldgs-Non-Office | 514010 | 15,834 | 19,246 | 19,246 | 18,683 | (563) | -2.9% |
| Total: Rental Property | | 350,469 | 391,559 | 391,559 | 371,986 | (19,573) | -5.0% |

| Supplies | | | | | | | |
|-------------------------------|--------|--------|--------|--------|--------|---------|---------|
| Description | Code | | | | | | |
| Office Supplies | 520000 | 11,773 | 24,296 | 24,296 | 18,540 | (5,756) | -23.7% |
| Vehicle & Equip Supplies&Fuel | 520100 | 171 | 2,530 | 2,530 | 0 | (2,530) | -100.0% |
| Gasoline | 520110 | 7,137 | 7,867 | 7,867 | 8,280 | 413 | 5.2% |
| Diesel | 520120 | 563 | 0 | 0 | 0 | 0 | 0.0% |
| Building Maintenance Supplies | 520200 | 2,255 | 1,400 | 1,400 | 4,100 | 2,700 | 192.9% |
| Plumbing, Heating & Vent | 520210 | 2,718 | 2,450 | 2,450 | 3,500 | 1,050 | 42.9% |
| Heating & Ventilation | 520211 | 603 | 2,450 | 2,450 | 0 | (2,450) | -100.0% |
| Small Tools | 520220 | 5 | 700 | 700 | 200 | (500) | -71.4% |
| Electrical Supplies | 520230 | 877 | 500 | 500 | 500 | 0 | 0.0% |
| Other General Supplies | 520500 | 5,269 | 5,774 | 5,774 | 9,915 | 4,141 | 71.7% |
| It & Data Processing Supplies | 520510 | 5,406 | 8,025 | 8,025 | 6,784 | (1,241) | -15.5% |
| Educational Supplies | 520540 | 239 | 0 | 0 | 0 | 0 | 0.0% |
| Agric, Hort, Wildlife | 520580 | 1,554 | 1,203 | 1,203 | 1,200 | (3) | -0.2% |
| Fire, Protection & Safety | 520590 | 695 | 1,610 | 1,610 | 1,600 | (10) | -0.6% |
| Recognition/Awards | 520600 | 0 | 450 | 450 | 0 | (450) | -100.0% |
| Food | 520700 | 310 | 400 | 400 | 0 | (400) | -100.0% |
| Electricity | 521100 | 32,206 | 34,725 | 34,725 | 35,000 | 275 | 0.8% |

Organization: Agency of Commerce and Community Development

Budget Detail Report

| | | FY2016 Original | FY2016 Governor's | FY2017 Governor's | Difference Between | Percent Change | |
|--------------------------------|--------|------------------|----------------------------------|--|--|---|---|
| | | As Passed Budget | BAA Recommended Budget | Recommended Budget | FY2017 Governor's Recommend and FY2016 As Passed | FY2017 Governor's Recommend and FY2016 As Passed | |
| Rental Other | | | | | | | |
| Description | Code | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
| Heating Oil #2 | 521220 | 14,098 | 15,000 | 15,000 | 15,000 | 0 | 0.0% |
| Propane Gas | 521320 | 4,725 | 13,650 | 13,650 | 7,000 | (6,650) | -48.7% |
| Books&Periodicals-Library/Educ | 521500 | 680 | 2,200 | 2,200 | 1,410 | (790) | -35.9% |
| Subscriptions | 521510 | 27,814 | 7,355 | 7,355 | 5,470 | (1,885) | -25.6% |
| Subscriptions Other Info Serv | 521515 | 4,913 | 7,100 | 7,100 | 9,825 | 2,725 | 38.4% |
| Road Supplies and Materials | 521600 | 45 | 100 | 100 | 0 | (100) | -100.0% |
| Household, Facility&Lab Suppl | 521800 | 2,374 | 2,840 | 2,840 | 0 | (2,840) | -100.0% |
| Paper Products | 521820 | 930 | 1,000 | 1,000 | 0 | (1,000) | -100.0% |
| Total: Supplies | | 127,362 | 143,625 | 143,625 | 128,324 | (15,301) | -10.7% |

| Travel | | | | | | | |
|---------------------------------|--------|----------------|----------------------------------|--|--------------------------------------|---|---|
| Description | Code | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
| Travel-Inst-Auto Mileage-Emp | 518000 | 37,740 | 62,631 | 62,631 | 58,718 | (3,913) | -6.2% |
| Travel-Inst-Other Transp-Emp | 518010 | 23,952 | 41,175 | 41,175 | 38,741 | (2,434) | -5.9% |
| Travel-Inst-Meals-Emp | 518020 | 3,884 | 4,460 | 4,460 | 5,311 | 851 | 19.1% |
| Travel-Inst-Lodging-Emp | 518030 | 3,002 | 4,875 | 4,875 | 4,575 | (300) | -6.2% |
| Travel-Inst-Incidentals-Emp | 518040 | 1,265 | 2,651 | 2,651 | 1,565 | (1,086) | -41.0% |
| Conference - Instate - Emp | 518050 | 285 | 310 | 310 | 0 | (310) | -100.0% |
| Travel-Inst-Auto Mileage-Nonemp | 518300 | 15,649 | 18,717 | 18,717 | 18,185 | (532) | -2.8% |
| Travel-Inst-Other Trans-Nonemp | 518310 | 255 | 1,100 | 1,100 | 250 | (850) | -77.3% |
| Travel-Inst-Meals-Nonemp | 518320 | 2,477 | 5,550 | 5,550 | 6,660 | 1,110 | 20.0% |
| Travel-Inst-Lodging-Nonemp | 518330 | 380 | 800 | 800 | 800 | 0 | 0.0% |
| Travel-Outst-Auto Mileage-Emp | 518500 | 5,616 | 7,280 | 7,280 | 11,176 | 3,896 | 53.5% |
| Travel-Outst-Other Trans-Emp | 518510 | 62,607 | 107,400 | 107,400 | 90,056 | (17,344) | -16.1% |
| Travel-Outst-Meals-Emp | 518520 | 13,900 | 33,096 | 33,096 | 28,694 | (4,402) | -13.3% |
| Travel-Outst-Lodging-Emp | 518530 | 92,446 | 146,642 | 146,642 | 113,580 | (33,062) | -22.5% |
| Travel-Outst-Incidentals-Emp | 518540 | 8,266 | 8,556 | 8,556 | 7,825 | (731) | -8.5% |

Organization: Agency of Commerce and Community Development

Budget Detail Report

| | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|-------------------------------|--------|------------------|-------------------------------------|---|--|--|--|
| Travel (cont) | | | | | | | |
| Description | Code | | | | | | |
| Trav-Outst-Automileage-Nonemp | 518700 | 107 | 0 | 0 | 0 | 0 | 0.0% |
| Trvl-Outst-Other Trans-Nonemp | 518710 | 125 | 6,150 | 6,150 | 0 | (6,150) | -100.0% |
| Travel-Outst-Meals-Nonemp | 518720 | 80 | 0 | 0 | 0 | 0 | 0.0% |
| Travel-Outst-Lodging-Nonemp | 518730 | 4,982 | 0 | 0 | 0 | 0 | 0.0% |
| Trvl-Outst-Incidentals-Nonemp | 518740 | 108 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Travel | | 277,126 | 451,393 | 451,393 | 386,136 | (65,257) | -14.5% |
| Total: 2. OPERATING | | 4,148,870 | 4,623,241 | 4,623,241 | 4,385,693 | (237,548) | -5.1% |

Budget Object Group: 3. GRANTS

| Grants Rollup | | | | | | | |
|-----------------------------|--------|-------------------|-------------------|-------------------|-------------------|----------------|-------------|
| Description | Code | | | | | | |
| Grants To Municipalities | 550000 | 6,771,182 | 7,122,026 | 7,122,026 | 7,219,815 | 97,789 | 1.4% |
| Grants | 550220 | 5,794,786 | 159,000 | 159,000 | 400,000 | 241,000 | 151.6% |
| Other Grants | 550500 | 3,060,001 | 7,085,878 | 7,085,878 | 7,255,437 | 169,559 | 2.4% |
| Total: Grants Rollup | | 15,625,969 | 14,366,904 | 14,366,904 | 14,875,252 | 508,348 | 3.5% |
| Total: 3. GRANTS | | 15,625,969 | 14,366,904 | 14,366,904 | 14,875,252 | 508,348 | 3.5% |
| Total Expenses: | | 33,629,274 | 34,132,574 | 34,562,574 | 34,532,517 | 399,943 | 1.2% |

Organization: Agency of Commerce and Community Development

Budget Detail Report

| Fund Name | Fund Code | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---------------------------------|------------------|-----------------------|---|---|---|--|--|
| General Fund | 10000 | 12,627,706 | 13,619,833 | 13,619,833 | 13,829,707 | 209,874 | 1.5% |
| Misc Fines & Penalties | 21054 | 4,978 | 30,000 | 30,000 | 45,000 | 15,000 | 50.0% |
| Captive Insurance Reg & Suprv | 21085 | 610,350 | 630,350 | 630,350 | 530,350 | (100,000) | -15.9% |
| Historic Sites Special Fund | 21325 | 434,842 | 494,208 | 494,208 | 489,660 | (4,548) | -0.9% |
| VT Center for Geographic Info | 21328 | 138,734 | 6,100 | 6,100 | 36,100 | 36,100 | 0.0% |
| Municipal & Regional Planning | 21330 | 3,290,198 | 3,760,599 | 3,760,599 | 3,760,599 | 0 | 0.0% |
| Inter-Unit Transfers Fund | 21500 | 259,831 | 412,082 | 412,082 | 342,630 | (69,452) | -16.9% |
| Conference Fees & Donations | 21525 | 51,873 | 36,575 | 36,575 | 17,000 | (19,575) | -53.5% |
| Downtown Trans & Capital Impro | 21575 | 249,712 | 423,966 | 423,966 | 429,479 | 5,513 | 1.3% |
| ACCD-Mobile Home Park Laws | 21819 | 72,822 | 78,000 | 78,000 | 79,500 | 1,500 | 1.9% |
| ACCD-Miscellaneous Receipts | 21820 | 370,222 | 560,000 | 560,000 | 400,000 | (166,100) | -29.3% |
| Windham County Development Fund | 21898 | 370,250 | 3,185,000 | 3,185,000 | 3,185,000 | 0 | 0.0% |
| Archeology Operations | 21918 | 0 | 32,050 | 32,050 | 12,500 | (19,550) | -61.0% |
| EB-5 Enterprise Fund | 21919 | 63,721 | 217,300 | 217,300 | 235,600 | 18,300 | 8.4% |
| Clean Water Fund | 21932 | 0 | 0 | 430,000 | 0 | 0 | 0.0% |
| Federal Revenue Fund | 22005 | 14,318,345 | 9,777,731 | 9,777,731 | 10,407,024 | 629,293 | 6.4% |
| Vermont Life Magazine Fund | 50400 | 765,692 | 868,780 | 868,780 | 732,368 | (136,412) | -15.7% |
| Funds Total: | | 33,629,274 | 34,132,574 | 34,562,574 | 34,532,517 | 399,943 | 1.2% |
| Position Count | | | | | 97 | | |
| FTE Total | | | | | 96 | | |

FY2017 Grant Itemization Form - Agency of Commerce and Community Development

| DEPARTMENT - Administration | | | | | | | | | | |
|------------------------------------|---------------------------------|-----------------------------|------------------------|-------------------|------------------|----------------|------------------|------------------|---------------------|---|
| Appropriation Name | Grant Title | Grantee | FY 16 As Passed | Incr(Decr) | FY 17 | GF \$ | SF \$ | Fed \$ | Interdept \$ | Purpose/Service Provided/Other Funds Explanation |
| Administration | VT Sustainable Jobs Fund | VT Sustainable Jobs Fund | 213,307 | 0 | 213,307 | 213,307 | 0 | 0 | 0 | Pass-thru to support program. |
| | VT Council on Rural Development | VT Council on Rural Develop | 43,320 | 0 | 43,320 | 43,320 | 0 | 0 | 0 | Pass-thru to support program. |
| | Quebec Initiative | Lake Champlain Chamber | 0 | 50,000 | 50,000 | 0 | 0 | 0 | 50,000 | Pass-thru to support program. |
| | UVM Data Center -Rural Studies | UVM Data Center | 96,000 | 0 | 96,000 | 96,000 | 0 | 0 | 0 | Pass-thru to support rural studies research. |
| | VY Economic Response | Various entities | 3,185,000 | 0 | 3,185,000 | 0 | 3,185,000 | 0 | 0 | Windham Region Economic Response to VTY Closing. |
| | EPA Brownfields | Various entities | 785,000 | 396,000 | 1,181,000 | 0 | 0 | 1,181,000 | 0 | Used to mitigate brownfield costs to VT businesses. |
| TOTAL Grants in FY17 | | | 4,322,627 | 446,000 | 4,768,627 | 352,627 | 3,185,000 | 1,181,000 | 50,000 | |

| DEPARTMENT - Housing and Community Development | | | | | | | | | | |
|---|------------------------------------|--------------------------|------------------------|-------------------|------------------|---------------|------------------|------------------|---------------------|--|
| Appropriation Name | Grant Title | Grantee | FY 16 As Passed | Incr(Decr) | FY 17 | GF \$ | SF \$ | Fed \$ | Interdept \$ | Purpose/Service Provided |
| Housing and | Mobile Home Park Program | Mediators | 2,500 | 1,500 | 4,000 | 0 | 4,000 | 0 | 0 | Pays for mediation fees. |
| Community Dev | HOME Investment Partnership | VT Housing Conserv Board | 256,520 | (1,336) | 255,184 | 0 | 0 | 255,184 | 0 | Pass-thru support to cover admin costs under the HOME program. |
| | First Stop | CVOEO | 70,000 | 0 | 70,000 | 70,000 | 0 | 0 | 0 | Mobile Home Park client assistance. |
| | Certified Local Government | Municipalities | 57,403 | 63,144 | 120,547 | 0 | 0 | 120,547 | 0 | Support for historic buildings re: planning, surveying & documentation |
| | EDA- VT Econ Resiliency Initiative | Various entities | 10,000 | (10,000) | 0 | 0 | 0 | 0 | 0 | Supports economic resiliency in statewide disaster planning efforts. |
| | Municipal Planning Assistance | Municipalities | 457,482 | 0 | 457,482 | 0 | 457,482 | 0 | 0 | Supports individual town planning efforts. |
| | VHCB Disaster Recovery Buyouts | Various entities | 500,000 | (100,000) | 400,000 | 0 | 400,000 | 0 | 0 | Supports disaster recovery buyouts not covered by FEMA. |
| | ANR -LID Program -Burlington | City of Burlington | 7,367 | (7,367) | 0 | 0 | 0 | 0 | 0 | Low Impact Development (LID) |
| | ANR -Electric Car Program | Municipalities | 80,715 | (30,715) | 50,000 | 0 | 0 | 0 | 50,000 | Supports electric car charging stations throughout VT. |
| | | | 1,441,987 | (84,774) | 1,357,213 | 70,000 | 861,482 | 375,731 | 50,000 | |
| DT Transp & Cap Impr | DT Transportation & Cap Imp Fund | Municipalities | 335,151 | 0 | 335,151 | 0 | 335,151 | 0 | 0 | Funds transportation & capital improvements in VT Downtowns. |
| CDBG | Community Devel Block Grant | Municipalities | 6,174,938 | 74,107 | 6,249,045 | 0 | 0 | 6,249,045 | 0 | Planning, housing and economic dev projects -Consolidated Plan. |
| TOTAL Grants in FY17 | | | 7,952,076 | (10,667) | 7,941,409 | 70,000 | 1,196,633 | 6,624,776 | 50,000 | |

| DEPARTMENT - Economic Development | | | | | | | | | | |
|--|---------------------------------------|-----------------------------|------------------------|-------------------|------------------|------------------|--------------|----------------|---------------------|---|
| Appropriation Name | Grant Title | Grantee | FY 16 As Passed | Incr(Decr) | FY 17 | GF \$ | SF \$ | Fed \$ | Interdept \$ | Purpose/Service Provided |
| Economic Development | VT Women's Business Center | VT Women's Business Ctr | 18,050 | (18,050) | 0 | 0 | 0 | 0 | 0 | Pass-thru to support program. |
| | VT Employee Ownership Center | VEOC | 69,660 | 0 | 69,660 | 69,660 | 0 | 0 | 0 | Pass-thru to support program. |
| | Small Business Development Center | SBDC | 357,400 | 0 | 357,400 | 357,400 | 0 | 0 | 0 | Support for small business development efforts. |
| | Small Business Dev Ctr -PTAC | SBDC | 0 | 107,445 | 107,445 | 53,722 | 0 | 53,723 | 0 | Support for regional centers promoting federal/state contract awards. |
| | SeVEDS | Brattleboro Dev Credit Corp | 50,000 | 0 | 50,000 | 50,000 | 0 | 0 | 0 | Support long range econ devel planning for Windham County. |
| | Internat'l Trade Technical Assistance | Various entities | 90,000 | 5,000 | 95,000 | 0 | 0 | 95,000 | 0 | Technical assistance to increase exportation of VT products. |
| | VT Captive Insurance Association | VT Captive Insurance Assoc | 20,000 | (20,000) | 0 | 0 | 0 | 0 | 0 | Promotional assistance to support industry. |
| | Job Development Zones | Municipalities | 8,970 | (1,380) | 7,590 | 7,590 | 0 | 0 | 0 | Pays bond interest on notes. |
| | VT Training Program | Various entities | 1,307,741 | 0 | 1,307,741 | 1,307,741 | 0 | 0 | 0 | Pays for training for VT employees. |
| TOTAL Grants in FY17 | | | 1,921,821 | 73,015 | 1,994,836 | 1,846,113 | 0 | 148,723 | 0 | |

| DEPARTMENT - Tourism and Marketing | | | | | | | | | | |
|---|----------------------------------|--------------------------|------------------------|-------------------|----------------|----------------|--------------|---------------|---------------------|---------------------------------|
| Appropriation Name | Grant Title | Grantee | FY 16 As Passed | Incr(Decr) | FY 17 | GF \$ | SF \$ | Fed \$ | Interdept \$ | Purpose/Service Provided |
| Tourism and Marketing | VT Ski Areas Association | VT Ski Areas Association | 28,500 | 0 | 28,500 | 28,500 | 0 | 0 | 0 | Program support. |
| | VT Mountain Bike Assoc | VT Mountain Bike Assoc | 26,880 | 0 | 26,880 | 26,880 | 0 | 0 | 0 | Program support. |
| | VT Shires | VT Shires Chamber | 20,000 | 0 | 20,000 | 20,000 | 0 | 0 | 0 | Pass-thru to support program. |
| | VT Convention & Visitor's Bureau | Lake Champlain Chamber | 95,000 | 0 | 95,000 | 95,000 | 0 | 0 | 0 | Pass-thru to support program. |
| TOTAL Grants in FY17 | | | 170,380 | 0 | 170,380 | 170,380 | 0 | 0 | 0 | |

| | | | | | | | | | | |
|-----------------------------------|--|--|-------------------|----------------|-------------------|------------------|------------------|------------------|----------------|--|
| Agency Grand Total in FY17 | | | 14,366,904 | 508,348 | 14,875,252 | 2,439,120 | 4,381,633 | 7,954,499 | 100,000 | |
|-----------------------------------|--|--|-------------------|----------------|-------------------|------------------|------------------|------------------|----------------|--|

FY2017 Governor's Recommended Budget Position Summary Report

07-Commerce and Community Development

| Position Number | Classification | FTE | Count | Gross Salary | Benefits Total | Statutory Total | Total |
|-----------------|---|-----|-------|--------------|----------------|-----------------|---------|
| 670001 | 447800 - Procurement Tech Serv Coord | 1 | 1 | 58,385 | 33,851 | 4,467 | 96,703 |
| 670004 | 540100 - Community Development Spec II | 1 | 1 | 53,227 | 32,932 | 4,072 | 90,231 |
| 670007 | 049600 - Grants Mng Spec Housing&Com De | 1 | 1 | 58,781 | 33,921 | 4,498 | 97,200 |
| 670010 | 485600 - Procur Tech Asst Counselor II | 1 | 1 | 50,273 | 18,034 | 3,846 | 72,153 |
| 670013 | 089150 - Financial Director III | 1 | 1 | 111,238 | 37,369 | 8,439 | 157,046 |
| 670014 | 072700 - Vermont Life Assistant Editor | 1 | 1 | 62,400 | 34,566 | 4,774 | 101,740 |
| 670015 | 059600 - Business Administrator | 1 | 1 | 54,933 | 10,653 | 4,203 | 69,789 |
| 670020 | 521800 - Grants Specialist | 1 | 1 | 60,466 | 28,064 | 4,626 | 93,156 |
| 670022 | 540000 - Community Development Spec III | 1 | 1 | 52,916 | 18,505 | 4,047 | 75,468 |
| 670023 | 089060 - Financial Administrator II | 1 | 1 | 58,781 | 30,962 | 4,496 | 94,239 |
| 670024 | 140300 - State Archeologist | 1 | 1 | 59,717 | 34,089 | 4,568 | 98,374 |
| 670025 | 550200 - Contracts & Grants Administrat | 1 | 1 | 64,397 | 28,763 | 4,927 | 98,087 |
| 670027 | 461000 - Marketing Manager | 1 | 1 | 51,064 | 18,175 | 3,906 | 73,145 |
| 670028 | 071801 - VT Life Associate Publisher | 1 | 1 | 72,176 | 21,938 | 5,522 | 99,636 |
| 670029 | 479700 - Managing Editor Vt Life | 1 | 1 | 56,493 | 27,354 | 4,322 | 88,169 |
| 670034 | 063000 - Historic Sites Section Chief | 1 | 1 | 57,990 | 27,621 | 4,436 | 90,047 |

**FY2017 Governor's Recommended Budget Position
Summary Report**

07-Commerce and Community Development

| Position Number | Classification | FTE | Count | Gross Salary | Benefits Total | Statutory Total | Total |
|------------------------|---|------------|--------------|---------------------|-----------------------|------------------------|--------------|
| 670035 | 089230 - Administrative Srvc Cord II | 1 | 1 | 67,766 | 29,364 | 5,185 | 102,315 |
| 670036 | 540000 - Community Development Spec III | 1 | 1 | 76,169 | 30,863 | 5,827 | 112,859 |
| 670037 | 071700 - Downtown Program Coord | 1 | 1 | 56,493 | 33,513 | 4,322 | 94,328 |
| 670040 | 076300 - Commnty Affairs Planning Coord | 1 | 1 | 58,386 | 33,851 | 4,467 | 96,704 |
| 670044 | 478500 - Travel Marketing Spec III | 1 | 1 | 53,227 | 18,560 | 4,072 | 75,859 |
| 670045 | 089090 - Financial Manager II | 1 | 1 | 74,672 | 36,926 | 5,713 | 117,311 |
| 670048 | 089070 - Financial Administrator III | 1 | 1 | 56,493 | 28,203 | 4,322 | 89,018 |
| 670050 | 456700 - Director of Grants Management | 1 | 1 | 82,223 | 15,706 | 6,290 | 104,219 |
| 670051 | 072000 - Senior Hist Pres Review Coord | 1 | 1 | 61,651 | 34,213 | 4,716 | 100,580 |
| 670052 | 314900 - Bennington Monument Caretaker | 0.89 | 1 | 62,275 | 28,385 | 4,764 | 95,424 |
| 670054 | 058900 - Information Technology Mgr II | 1 | 1 | 79,393 | 32,286 | 6,074 | 117,753 |
| 670055 | 485600 - Procur Tech Asst Counselor II | 1 | 1 | 48,672 | 32,119 | 3,723 | 84,514 |
| 670056 | 072900 - VT Life Production Spec | 1 | 1 | 62,400 | 34,566 | 4,774 | 101,740 |
| 670058 | 048900 - Community Development Director | 1 | 1 | 61,152 | 29,034 | 4,678 | 94,864 |
| 670060 | 700100 - Database Administrator III | 1 | 1 | 74,672 | 22,383 | 5,713 | 102,768 |
| 670061 | 478500 - Travel Marketing Spec III | 1 | 1 | 48,110 | 25,860 | 3,681 | 77,651 |

**FY2017 Governor's Recommended Budget Position
Summary Report**

07-Commerce and Community Development

| Position Number | Classification | FTE | Count | Gross Salary | Benefits Total | Statutory Total | Total |
|------------------------|--|------------|--------------|---------------------|-----------------------|------------------------|--------------|
| 670064 | 071600 - Travel Marketing Specialist II | 1 | 1 | 55,453 | 27,169 | 4,242 | 86,864 |
| 670067 | 050200 - Administrative Assistant B | 1 | 1 | 38,625 | 15,958 | 2,955 | 57,538 |
| 670068 | 473300 - Historic Resources Specialist | 1 | 1 | 48,110 | 17,649 | 3,681 | 69,440 |
| 670074 | 464500 - Procurement Tech Assist Ctr Dir | 1 | 1 | 79,477 | 31,452 | 6,080 | 117,009 |
| 670075 | 089220 - Administrative Svcs Cord I | 1 | 1 | 58,843 | 27,774 | 4,501 | 91,118 |
| 670081 | 099500 - IT Project Manager III | 1 | 1 | 63,710 | 34,800 | 4,874 | 103,384 |
| 670082 | 049100 - Housing Program Coordinator | 1 | 1 | 66,206 | 35,245 | 5,065 | 106,516 |
| 670083 | 076200 - State Architectural Historian | 1 | 1 | 61,880 | 34,473 | 4,734 | 101,087 |
| 670087 | 072400 - Historic Sites Regional Admin | 1 | 1 | 68,078 | 22,807 | 5,208 | 96,093 |
| 670088 | 072400 - Historic Sites Regional Admin | 1 | 1 | 71,989 | 23,504 | 5,507 | 101,000 |
| 670091 | 140700 - Survey Archeologist | 1 | 1 | 64,127 | 34,646 | 4,906 | 103,679 |
| 670093 | 076300 - Commnty Affairs Planning Coord | 1 | 1 | 58,386 | 19,480 | 4,467 | 82,333 |
| 670095 | 076300 - Commnty Affairs Planning Coord | 0.8 | 1 | 57,591 | 27,345 | 4,406 | 89,342 |
| 670096 | 089240 - Administrative Svcs Cord III | 1 | 1 | 58,781 | 27,762 | 4,496 | 91,039 |
| 670097 | 050200 - Administrative Assistant B | 1 | 1 | 54,101 | 26,928 | 4,138 | 85,167 |
| 670099 | 072100 - Tax Credit & Historic Grants | 1 | 1 | 56,493 | 19,143 | 4,322 | 79,958 |

FY2017 Governor's Recommended Budget Position Summary Report

07-Commerce and Community Development

| Position Number | Classification | FTE | Count | Gross Salary | Benefits Total | Statutory Total | Total |
|-----------------|---|------|-------|--------------|----------------|-----------------|---------|
| 670113 | 073600 - Economic Development Director | 1 | 1 | 72,322 | 36,335 | 5,533 | 114,190 |
| 670117 | 089060 - Financial Administrator II | 1 | 1 | 50,003 | 32,357 | 3,825 | 86,185 |
| 670122 | 020500 - Storekeeper A | 0.63 | 1 | 23,168 | 21,413 | 1,772 | 46,353 |
| 670123 | 478501 - Senior Travel Marketing Spec | 1 | 1 | 54,642 | 18,813 | 4,180 | 77,635 |
| 670127 | 089120 - Financial Manager III | 1 | 1 | 89,024 | 33,358 | 6,810 | 129,192 |
| 670128 | 073600 - Economic Development Director | 1 | 1 | 56,181 | 33,458 | 4,298 | 93,937 |
| 670141 | 099500 - IT Project Manager III | 1 | 1 | 63,710 | 28,414 | 4,874 | 96,998 |
| 670142 | 472200 - Dir of Comm Plan & Revital | 1 | 1 | 72,384 | 36,512 | 5,538 | 114,434 |
| 670145 | 700800 - Senior Information Technologis | 1 | 1 | 79,539 | 37,621 | 6,084 | 123,244 |
| 670146 | 049600 - Grants Mng Spec Housing&Com De | 1 | 1 | 48,110 | 17,477 | 3,681 | 69,268 |
| 670147 | 467100 - Information Tech Analyst II | 1 | 1 | 62,317 | 20,181 | 4,768 | 87,266 |
| 670153 | 540300 - Senior Economic Development Sp | 1 | 1 | 51,064 | 27,238 | 3,906 | 82,208 |
| 670154 | 074200 - Workforce Train Prog Dir | 1 | 1 | 56,181 | 10,875 | 4,298 | 71,354 |
| 670156 | 060000 - Sr Grants Management Analyst | 1 | 1 | 76,398 | 37,064 | 5,844 | 119,306 |
| 670158 | 465800 - Technology & Program Tech | 1 | 1 | 45,968 | 17,265 | 3,517 | 66,750 |
| 670162 | 049601 - Grants Management Specialist | 1 | 1 | 53,227 | 18,560 | 4,072 | 75,859 |

**FY2017 Governor's Recommended Budget Position
Summary Report**

07-Commerce and Community Development

| Position Number | Classification | FTE | Count | Gross Salary | Benefits Total | Statutory Total | Total |
|------------------------|---|------------|--------------|---------------------|-----------------------|------------------------|--------------|
| 670164 | 473300 - Historic Resources Specialist | 1 | 1 | 51,522 | 26,467 | 3,942 | 81,931 |
| 670165 | 469101 - Economic Research Analyst | 1 | 1 | 67,974 | 35,560 | 5,200 | 108,734 |
| 670166 | 049600 - Grants Mng Spec Housing&Com De | 1 | 1 | 67,870 | 21,171 | 5,192 | 94,233 |
| 670167 | 473900 - Procurement Tech Asst Couns I | 1 | 1 | 57,180 | 19,265 | 4,374 | 80,819 |
| 670168 | 089240 - Administrative Srvc Cord III | 1 | 1 | 51,522 | 32,444 | 3,941 | 87,907 |
| 670170 | 045000 - Housing Policy Specialist | 1 | 1 | 52,915 | 18,316 | 4,049 | 75,280 |
| 670172 | 131400 - Environmental Officer | 1 | 1 | 61,651 | 34,436 | 4,717 | 100,804 |
| 670173 | 071800 - VT Life Publishing Asst | 1 | 1 | 47,112 | 25,682 | 3,604 | 76,398 |
| 670175 | 049600 - Grants Mng Spec Housing&Com De | 1 | 1 | 48,110 | 31,848 | 3,681 | 83,639 |
| 670176 | 049600 - Grants Mng Spec Housing&Com De | 1 | 1 | 54,933 | 33,236 | 4,203 | 92,372 |
| 670181 | 700800 - Senior Information Technologis | 1 | 1 | 74,485 | 36,721 | 5,698 | 116,904 |
| 670182 | 700100 - Database Administrator III | 1 | 1 | 61,651 | 34,432 | 4,716 | 100,799 |
| 670184 | 099500 - IT Project Manager III | 1 | 1 | 57,491 | 33,691 | 4,398 | 95,580 |
| 670185 | 058100 - Systems Developer III | 1 | 1 | 63,710 | 34,800 | 4,875 | 103,385 |
| 677001 | 90100A - Agency Secretary | 1 | 1 | 128,440 | 32,262 | 8,688 | 169,390 |
| 677002 | 90120A - Commissioner | 1 | 1 | 91,707 | 10,242 | 7,016 | 108,965 |

**FY2017 Governor's Recommended Budget Position
Summary Report**

07-Commerce and Community Development

| Position Number | Classification | FTE | Count | Gross Salary | Benefits Total | Statutory Total | Total |
|------------------------|--|------------|--------------|---------------------|-----------------------|------------------------|--------------|
| 677003 | 90120A - Commissioner | 1 | 1 | 92,310 | 26,727 | 7,061 | 126,098 |
| 677005 | 90120A - Commissioner | 1 | 1 | 91,707 | 18,780 | 7,016 | 117,503 |
| 677006 | 90570D - Deputy Commissioner | 1 | 1 | 78,000 | 37,527 | 5,967 | 121,494 |
| 677007 | 96500D - Deputy Secretary | 1 | 1 | 98,987 | 19,199 | 7,572 | 125,758 |
| 677011 | 95250E - Executive Assistant | 1 | 1 | 80,787 | 23,659 | 6,179 | 110,625 |
| 677012 | 95871E - General Counsel II | 1 | 1 | 91,582 | 33,138 | 7,006 | 131,726 |
| 677013 | 90570D - Deputy Commissioner | 1 | 1 | 80,787 | 37,742 | 6,180 | 124,709 |
| 677014 | 94980E - Economic Progress Council Dir | 1 | 1 | 80,787 | 31,996 | 6,180 | 118,963 |
| 677015 | 95230E - Historic Preservation Officer | 1 | 1 | 77,958 | 23,150 | 5,963 | 107,071 |
| 677017 | 95870E - General Counsel I | 1 | 1 | 77,688 | 37,196 | 5,943 | 120,827 |
| 677019 | 07370B - International Trade Director | 1 | 1 | 65,000 | 35,180 | 4,973 | 105,153 |
| 677022 | 95360E - Principal Assistant | 1 | 1 | 61,214 | 7,340 | 4,683 | 73,237 |
| 677025 | 91590E - Private Secretary | 1 | 1 | 51,126 | 28,856 | 3,911 | 83,893 |
| 677026 | 96170E - Chief Marketing Officer | 1 | 1 | 71,677 | 36,130 | 5,483 | 113,290 |
| 677028 | 90110E - Vermont Life Editor | 1 | 1 | 80,787 | 23,659 | 6,180 | 110,626 |
| 677029 | 95250E - Executive Assistant | 1 | 1 | 66,664 | 35,482 | 5,100 | 107,246 |

**FY2017 Governor's Recommended Budget Position
Summary Report**

07-Commerce and Community Development

| Position Number | Classification | FTE | Count | Gross Salary | Benefits Total | Statutory Total | Total |
|-----------------|---------------------------------------|--------------|-----------|------------------|------------------|-----------------|------------------|
| 677031 | 92730E - Director of Information Tech | 1 | 1 | 112,819 | 43,813 | 8,462 | 165,094 |
| Total | | 96.32 | 97 | 6,321,232 | 2,715,852 | 482,205 | 9,519,289 |

| Fund Code | Fund Name | FTE | Count | Gross Salary | Benefits Total | Statutory Total | Total |
|--------------|--------------------------------|--------------|-----------|------------------|------------------|-----------------|------------------|
| 10000 | General Fund | 66.4 | 71 | 4,501,413 | 1,839,019 | 342,985 | 6,683,417 |
| 21085 | Captive Insurance Reg & Suprv | 1 | 1 | 72,322 | 36,335 | 5,533 | 114,190 |
| 21328 | VT Center for Geographic Info | 0.67 | | 38,519 | 22,573 | 2,947 | 64,039 |
| 21330 | Municipal & Regional Planning | 2.12 | 4 | 142,630 | 74,540 | 10,912 | 228,082 |
| 21575 | Downtown Trans & Capital Impro | 1 | 1 | 56,493 | 33,513 | 4,322 | 94,328 |
| 21819 | ACCD-Mobile Home Park Laws | 0.7 | 1 | 46,344 | 24,671 | 3,545 | 74,560 |
| 22005 | Federal Revenue Fund | 17.8 | 12 | 1,058,975 | 496,023 | 81,013 | 1,636,011 |
| 50400 | Vermont Life Magazine Fund | 6.63 | 7 | 404,536 | 189,178 | 30,948 | 624,662 |
| Total | | 96.32 | 97 | 6,321,232 | 2,715,852 | 482,205 | 9,519,289 |

Fiscal Year 2017 Budget Changes by Dept. - Administration By Fund

| | General \$\$ | Special \$\$ | Federal \$\$ | Interdept'l Transfer \$\$ | Total \$\$ |
|---|------------------|------------------|------------------|------------------------------|------------------|
| Approp #1, Administration FY 2016 Approp | 3,391,307 | 3,569,800 | 800,000 | 170,000 | 7,931,107 |
| ACT 58, FY 16 Internal Service Reductions | (6,116) | | | | (6,116) |
| Approp #1, FY 2016 Approp Amended | 3,385,191 | 3,569,800 | 800,000 | 170,000 | 7,924,991 |
| Salary/Benefits net increase | 106,333 | | | | 106,333 |
| National Life Rent increase | 6,338 | | | | 6,338 |
| Internal Service Charges (DII, HR, VISION, Insurance, Prop Mgmt) net increase | 13,774 | | | | 13,774 |
| VCGI external billings for services to partners (VSJF/VNRC) increase | | 30,000 | | | 30,000 |
| Quebec Initiative Contract Year 2 | | | | 50,000 | 50,000 |
| VCGI internal billings to state dept/agencies (VT Emerg Mgmt) decrease | | | | (84,811) | (84,811) |
| EPA -Brownfields grant additional funding | | | 400,000 | | 400,000 |
| Total Additions/(Reductions) FY 2017 to reach Gov Rec | 126,445 | 30,000 | 400,000 | (34,811) | 521,634 |
| Approp #1 FY 2017 Governor Recommend | 3,511,636 | 3,599,800 | 1,200,000 | 135,189 | 8,446,625 |

Organization: ADMINISTRATION

Budget Rollup Report

Budget Object Group: 1. PERSONAL SERVICES

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-----------------------|---|---|---|--|--|
| Salaries and Wages | 1,518,707 | 1,860,296 | 1,860,296 | 1,939,426 | 79,130 | 4.3% |
| Fringe Benefits | 678,970 | 912,009 | 912,009 | 964,279 | 52,270 | 5.7% |
| Contracted and 3rd Party Service | 50,487 | 22,500 | 452,500 | 47,500 | 25,000 | 111.1% |
| PerDiem and Other Personal Services | 0 | 0 | 0 | 8,989 | 8,989 | 0.0% |
| Budget Object Group Total: 1. PERSONAL SERVICES | 2,248,164 | 2,794,805 | 3,224,805 | 2,960,194 | 165,389 | 5.9% |

Budget Object Group: 2. OPERATING

| Budget Object Rollup Name | | | | | | |
|--|----------------|----------------|----------------|----------------|-----------------|---------------|
| Equipment | 8,973 | 25,950 | 25,950 | 16,119 | (9,831) | -37.9% |
| IT/Telecom Services and Equipment | 149,117 | 267,769 | 267,769 | 206,436 | (61,333) | -22.9% |
| Travel | 14,158 | 25,706 | 25,706 | 19,505 | (6,201) | -24.1% |
| Supplies | 6,783 | 14,000 | 14,000 | 7,879 | (6,121) | -43.7% |
| Other Purchased Services | 130,980 | 177,873 | 177,873 | 170,577 | (7,296) | -4.1% |
| Other Operating Expenses | 1,923 | 2,360 | 2,360 | 2,380 | 20 | 0.8% |
| Rental Other | 553 | 1,700 | 1,700 | 700 | (1,000) | -58.8% |
| Rental Property | 264,502 | 294,636 | 294,636 | 290,208 | (4,428) | -1.5% |
| Property and Maintenance | 3,687 | 3,681 | 3,681 | 4,000 | 319 | 8.7% |
| Budget Object Group Total: 2. OPERATING | 580,675 | 813,675 | 813,675 | 717,804 | (95,871) | -11.8% |

Organization: ADMINISTRATION

Budget Rollup Report

Budget Object Group: 3. GRANTS

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|-----------------------|---|---|---|--|--|
| Grants Rollup | 1,584,575 | 4,322,627 | 4,322,627 | 4,768,627 | 446,000 | 10.3% |
| Budget Object Group Total: 3. GRANTS | 1,584,575 | 4,322,627 | 4,322,627 | 4,768,627 | 446,000 | 10.3% |

| | | | | | | |
|-----------------------|------------------|------------------|------------------|------------------|----------------|-------------|
| Total Expenses | 4,413,414 | 7,931,107 | 8,361,107 | 8,446,625 | 515,518 | 6.5% |
|-----------------------|------------------|------------------|------------------|------------------|----------------|-------------|

| Fund Name | | | | | | |
|--------------------|------------------|------------------|------------------|------------------|----------------|-------------|
| General Funds | 2,927,978 | 3,391,307 | 3,391,307 | 3,511,636 | 120,329 | 3.5% |
| Special Fund | 508,984 | 3,569,800 | 3,999,800 | 3,599,800 | 30,000 | 0.8% |
| Federal Funds | 950,669 | 800,000 | 800,000 | 1,200,000 | 400,000 | 50.0% |
| IDT Funds | 25,784 | 170,000 | 170,000 | 135,189 | (34,811) | -20.5% |
| Funds Total | 4,413,414 | 7,931,107 | 8,361,107 | 8,446,625 | 515,518 | 6.5% |

| | | | | | |
|----------------|--|--|--|----|--|
| Position Count | | | | 26 | |
| FTE Total | | | | 26 | |

Organization: ADMINISTRATION

Budget Detail Report

Budget Object Group: 1. PERSONAL SERVICES

| | | | FY2016 Original | FY2016 Governor's | FY2017 Governor's | Difference Between | Percent Change |
|----------------------------------|--------|------------------|------------------|-------------------|-------------------|--------------------|-------------------|
| | | FY2015 Actuals | As Passed | BAA | Recommended | FY2017 Governor's | FY2017 Governor's |
| | | | Budget | Recommended | Budget | Recommend and | Recommend and |
| | | | | Budget | | FY2016 As Passed | FY2016 As Passed |
| Salaries and Wages | | | | | | | |
| Description | Code | | | | | | |
| Classified Employees | 500000 | 1,518,176 | 1,358,222 | 1,358,222 | 1,308,422 | (49,800) | -3.7% |
| Exempt | 500010 | 0 | 513,032 | 513,032 | 635,418 | 122,386 | 23.9% |
| Overtime | 500060 | 530 | 0 | 0 | 0 | 0 | 0.0% |
| Vacancy Turnover Savings | 508000 | 0 | (10,958) | (10,958) | (4,414) | 6,544 | -59.7% |
| Total: Salaries and Wages | | 1,518,707 | 1,860,296 | 1,860,296 | 1,939,426 | 79,130 | 4.3% |

| Fringe Benefits | | | | | | | |
|-------------------------------|--------|----------------|----------------|----------------|----------------|---------------|-------------|
| Description | Code | | | | | | |
| FICA - Classified Employees | 501000 | 110,815 | 103,899 | 103,899 | 100,025 | (3,874) | -3.7% |
| FICA - Exempt | 501010 | 0 | 38,198 | 38,198 | 47,301 | 9,103 | 23.8% |
| Health Ins - Classified Empl | 501500 | 294,646 | 351,122 | 351,122 | 341,590 | (9,532) | -2.7% |
| Health Ins - Exempt | 501510 | 0 | 80,535 | 80,535 | 114,968 | 34,433 | 42.8% |
| Retirement - Classified Empl | 502000 | 239,121 | 232,390 | 232,390 | 228,577 | (3,813) | -1.6% |
| Retirement - Exempt | 502010 | 0 | 65,960 | 65,960 | 92,952 | 26,992 | 40.9% |
| Dental - Classified Employees | 502500 | 15,639 | 19,880 | 19,880 | 15,770 | (4,110) | -20.7% |
| Dental - Exempt | 502510 | 0 | 5,964 | 5,964 | 5,810 | (154) | -2.6% |
| Life Ins - Classified Empl | 503000 | 4,771 | 4,453 | 4,453 | 4,433 | (20) | -0.4% |
| Life Ins - Exempt | 503010 | 0 | 1,479 | 1,479 | 1,655 | 176 | 11.9% |
| LTD - Classified Employees | 503500 | 1,688 | 828 | 828 | 633 | (195) | -23.6% |
| LTD - Exempt | 503510 | 0 | 1,180 | 1,180 | 1,462 | 282 | 23.9% |
| EAP - Classified Empl | 504000 | 614 | 594 | 594 | 570 | (24) | -4.0% |
| EAP - Exempt | 504010 | 0 | 179 | 179 | 210 | 31 | 17.3% |
| Workers Comp - Ins Premium | 505200 | 11,630 | 5,348 | 5,348 | 8,323 | 2,975 | 55.6% |
| Catamount Health Assessment | 505700 | 47 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Fringe Benefits | | 678,970 | 912,009 | 912,009 | 964,279 | 52,270 | 5.7% |

Organization: ADMINISTRATION

Budget Detail Report

| Contracted and 3rd Party Service | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Contr-Compsoftware-Sysdevelop | 507553 | 0 | 0 | 0 | 25,000 | 25,000 | 0.0% |
| Creative/Development | 507561 | 7,853 | 0 | 0 | 10,000 | 10,000 | 0.0% |
| Advertising/Marketing-Other | 507563 | 15,000 | 7,500 | 7,500 | 6,000 | (1,500) | -20.0% |
| Media-Planning/Buying | 507564 | 538 | 0 | 0 | 1,500 | 1,500 | 0.0% |
| Other Contr and 3Rd Pty Serv | 507600 | 27,097 | 15,000 | 445,000 | 5,000 | (10,000) | -66.7% |
| Total: Contracted and 3rd Party Service | | 50,487 | 22,500 | 452,500 | 47,500 | 25,000 | 111.1% |

| PerDiem and Other Personal Services | | | | | | | |
|---|-------------|----------|----------|----------|--------------|--------------|-------------|
| Description | Code | | | | | | |
| Other Pers Serv | 506200 | 0 | 0 | 0 | 8,989 | 8,989 | 0.0% |
| Total: PerDiem and Other Personal Services | | 0 | 0 | 0 | 8,989 | 8,989 | 0.0% |

Total: 1. PERSONAL SERVICES **2,248,164** **2,794,805** **3,224,805** **2,960,194** **165,389** **5.9%**

Budget Object Group: 2. OPERATING

| Equipment | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------------------|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Hardware - Desktop & Laptop Pc | 522216 | 6,148 | 24,950 | 24,950 | 15,619 | (9,331) | -37.4% |
| Hw - Printers,Copiers,Scanners | 522217 | 403 | 0 | 0 | 0 | 0 | 0.0% |
| Office Equipment | 522410 | 440 | 0 | 0 | 0 | 0 | 0.0% |
| Furniture & Fixtures | 522700 | 1,982 | 1,000 | 1,000 | 500 | (500) | -50.0% |
| Total: Equipment | | 8,973 | 25,950 | 25,950 | 16,119 | (9,831) | -37.9% |

Organization: ADMINISTRATION

Budget Detail Report

| IT/Telecom Services and Equipment | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Tele-Internet-Dsl-Cable Modem | 516626 | 6 | 0 | 0 | 0 | 0 | 0.0% |
| Telecom-Other Data Comm | 516630 | 75 | 0 | 0 | 0 | 0 | 0.0% |
| Telecom-Data Telecom Services | 516651 | 220 | 220 | 220 | 220 | 0 | 0.0% |
| Telecom-Video Conf Services | 516653 | 215 | 1,318 | 1,318 | 650 | (668) | -50.7% |
| Telecom-Conf Calling Services | 516658 | 95 | 1,090 | 1,090 | 1,300 | 210 | 19.3% |
| Telecom-Wireless Phone Service | 516659 | 7,713 | 11,773 | 11,773 | 10,200 | (1,573) | -13.4% |
| It Intsvccost-Vision/Isdassess | 516671 | 107,088 | 116,996 | 116,996 | 99,680 | (17,316) | -14.8% |
| It Intsvccost- Dii - Telephone | 516672 | 5,529 | 4,835 | 4,835 | 5,196 | 361 | 7.5% |
| It Inter Svc Cost User Support | 516678 | 15,999 | 94,211 | 94,211 | 45,405 | (48,806) | -51.8% |
| Hw - Other Info Tech | 522200 | 6,157 | 3,584 | 3,584 | 4,991 | 1,407 | 39.3% |
| Hardware-Telephone User Equip | 522219 | 131 | 0 | 0 | 100 | 100 | 0.0% |
| Software - Other | 522220 | 1,282 | 12,922 | 12,922 | 13,100 | 178 | 1.4% |
| Software - Office Technology | 522221 | 205 | 1,085 | 1,085 | 3,967 | 2,882 | 265.6% |
| Sw-Database&Management Sys | 522222 | 0 | 100 | 100 | 0 | (100) | -100.0% |
| Software-Gis | 522223 | 1,169 | 19,035 | 19,035 | 20,027 | 992 | 5.2% |
| Hw-Personal Mobile Devices | 522258 | 3,232 | 600 | 600 | 1,600 | 1,000 | 166.7% |
| Total: IT/Telecom Services and Equipment | | 149,117 | 267,769 | 267,769 | 206,436 | (61,333) | -22.9% |

| Other Operating Expenses | | | | | | | |
|--|-------------|--------------|--------------|--------------|--------------|-----------|-------------|
| Description | Code | | | | | | |
| Single Audit Allocation | 523620 | 1,623 | 2,000 | 2,000 | 2,000 | 0 | 0.0% |
| Registration & Identification | 523640 | 300 | 360 | 360 | 380 | 20 | 5.6% |
| Total: Other Operating Expenses | | 1,923 | 2,360 | 2,360 | 2,380 | 20 | 0.8% |

Organization: ADMINISTRATION

Budget Detail Report

| Other Purchased Services | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Insurance Other Than Empl Bene | 516000 | 11,659 | 16,425 | 16,425 | 18,326 | 1,901 | 11.6% |
| Insurance - General Liability | 516010 | 10,269 | 3,557 | 3,557 | 3,680 | 123 | 3.5% |
| Dues | 516500 | 676 | 1,122 | 1,122 | 1,341 | 219 | 19.5% |
| Licenses | 516550 | 0 | 410 | 410 | 0 | (410) | -100.0% |
| Telecom-Mobile Wireless Data | 516623 | 2,506 | 3,830 | 3,830 | 3,295 | (535) | -14.0% |
| Telecom-Telephone Services | 516652 | 118 | 0 | 0 | 0 | 0 | 0.0% |
| It Int Svc Dii Allocated Fee | 516685 | 21,444 | 21,199 | 21,199 | 26,619 | 5,420 | 25.6% |
| Advertising-Radio | 516812 | 3,336 | 5,000 | 5,000 | 6,000 | 1,000 | 20.0% |
| Advertising-Print | 516813 | 2,263 | 2,300 | 2,300 | 2,000 | (300) | -13.0% |
| Advertising-Web | 516814 | 0 | 2,115 | 2,115 | 2,000 | (115) | -5.4% |
| Advertising-Other | 516815 | 0 | 35,500 | 35,500 | 32,500 | (3,000) | -8.5% |
| Advertising - Job Vacancies | 516820 | 147 | 500 | 500 | 500 | 0 | 0.0% |
| Trade Shows & Events | 516870 | 0 | 1,500 | 1,500 | 500 | (1,000) | -66.7% |
| Giveaways | 516871 | 118 | 1,250 | 1,250 | 125 | (1,125) | -90.0% |
| Photography | 516875 | 100 | 5,500 | 5,500 | 5,500 | 0 | 0.0% |
| Printing and Binding | 517000 | 978 | 525 | 525 | 1,170 | 645 | 122.9% |
| Printing & Binding-Bgs Copy Ct | 517005 | 721 | 1,550 | 1,550 | 4,000 | 2,450 | 158.1% |
| Printing-Promotional | 517010 | 0 | 4,150 | 4,150 | 0 | (4,150) | -100.0% |
| Photocopying | 517020 | 0 | 25 | 25 | 0 | (25) | -100.0% |
| Registration For Meetings&Conf | 517100 | 1,235 | 3,935 | 3,935 | 3,650 | (285) | -7.2% |
| Training - Info Tech | 517110 | 1,465 | 8,000 | 8,000 | 5,500 | (2,500) | -31.3% |
| Postage | 517200 | 97 | 0 | 0 | 0 | 0 | 0.0% |
| Postage - Bgs Postal Svcs Only | 517205 | 186 | 1,245 | 1,245 | 300 | (945) | -75.9% |
| Freight & Express Mail | 517300 | 0 | 200 | 200 | 250 | 50 | 25.0% |
| Instate Conf, Meetings, Etc | 517400 | 71 | 0 | 0 | 285 | 285 | 0.0% |
| Outside Conf, Meetings, Etc | 517500 | 645 | 0 | 0 | 0 | 0 | 0.0% |
| Other Purchased Services | 519000 | 28,713 | 4,729 | 4,729 | 4,188 | (541) | -11.4% |
| Human Resources Services | 519006 | 41,882 | 53,156 | 53,156 | 48,098 | (5,058) | -9.5% |
| Brochure Distribution | 519030 | 683 | 0 | 0 | 750 | 750 | 0.0% |
| Moving State Agencies | 519040 | 1,668 | 150 | 150 | 0 | (150) | -100.0% |
| Total: Other Purchased Services | | 130,980 | 177,873 | 177,873 | 170,577 | (7,296) | 35 -4.1% |

Organization: ADMINISTRATION

Budget Detail Report

| | | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|--------|-----------------------|--|---|--|--|--|
| Property and Maintenance | | FY2015 Actuals | | | | | |
| Description | Code | | | | | | |
| Custodial | 510400 | 549 | 0 | 0 | 0 | 0 | 0.0% |
| Repair & Maint - Office Tech | 513010 | 3,138 | 3,681 | 3,681 | 4,000 | 319 | 8.7% |
| Total: Property and Maintenance | | 3,687 | 3,681 | 3,681 | 4,000 | 319 | 8.7% |

| | | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|----------------------------|--------|-----------------------|--|---|--|--|--|
| Rental Other | | FY2015 Actuals | | | | | |
| Description | Code | | | | | | |
| Rental - Other | 515000 | 553 | 1,700 | 1,700 | 700 | (1,000) | -58.8% |
| Total: Rental Other | | 553 | 1,700 | 1,700 | 700 | (1,000) | -58.8% |

| | | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------------------|--------|-----------------------|--|---|--|--|--|
| Rental Property | | FY2015 Actuals | | | | | |
| Description | Code | | | | | | |
| Rent Land & Bldgs-Office Space | 514000 | 260,906 | 290,328 | 290,328 | 285,674 | (4,654) | -1.6% |
| Rent Land&Bldgs-Non-Office | 514010 | 3,595 | 4,308 | 4,308 | 4,534 | 226 | 5.2% |
| Total: Rental Property | | 264,502 | 294,636 | 294,636 | 290,208 | (4,428) | -1.5% |

Organization: ADMINISTRATION

Budget Detail Report

| | | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------------------|-------------|-----------------------|--|---|--|--|--|
| Supplies | | FY2015 Actuals | | | | | |
| Description | Code | | | | | | |
| Office Supplies | 520000 | 3,040 | 8,500 | 8,500 | 3,435 | (5,065) | -59.6% |
| Gasoline | 520110 | 77 | 100 | 100 | 200 | 100 | 100.0% |
| Other General Supplies | 520500 | 242 | 100 | 100 | 250 | 150 | 150.0% |
| It & Data Processing Supplies | 520510 | 2,525 | 3,400 | 3,400 | 2,834 | (566) | -16.6% |
| Recognition/Awards | 520600 | 0 | 450 | 450 | 0 | (450) | -100.0% |
| Electricity | 521100 | 267 | 0 | 0 | 0 | 0 | 0.0% |
| Books&Periodicals-Library/Educ | 521500 | 256 | 525 | 525 | 410 | (115) | -21.9% |
| Subscriptions | 521510 | 300 | 625 | 625 | 300 | (325) | -52.0% |
| Subscriptions Other Info Serv | 521515 | 75 | 300 | 300 | 450 | 150 | 50.0% |
| Total: Supplies | | 6,783 | 14,000 | 14,000 | 7,879 | (6,121) | -43.7% |

| Travel | | | | | | | |
|---------------------------------|-------------|---------------|---------------|---------------|---------------|----------------|---------------|
| Description | Code | | | | | | |
| Travel-Inst-Auto Mileage-Emp | 518000 | 7,444 | 15,806 | 15,806 | 6,536 | (9,270) | -58.6% |
| Travel-Inst-Other Transp-Emp | 518010 | 807 | 700 | 700 | 1,050 | 350 | 50.0% |
| Travel-Inst-Meals-Emp | 518020 | 1,803 | 987 | 987 | 2,000 | 1,013 | 102.6% |
| Travel-Inst-Lodging-Emp | 518030 | 0 | 200 | 200 | 0 | (200) | -100.0% |
| Travel-Inst-Incidentals-Emp | 518040 | 53 | 50 | 50 | 60 | 10 | 20.0% |
| Conference - Instate - Emp | 518050 | 285 | 310 | 310 | 0 | (310) | -100.0% |
| Travel-Inst-Auto Mileage-Nonemp | 518300 | 0 | 432 | 432 | 0 | (432) | -100.0% |
| Travel-Inst-Meals-Nonemp | 518320 | 1,387 | 0 | 0 | 2,800 | 2,800 | 0.0% |
| Travel-Outst-Auto Mileage-Emp | 518500 | 370 | 1,850 | 1,850 | 1,025 | (825) | -44.6% |
| Travel-Outst-Other Trans-Emp | 518510 | 539 | 1,231 | 1,231 | 2,084 | 853 | 69.3% |
| Travel-Outst-Meals-Emp | 518520 | 23 | 650 | 650 | 350 | (300) | -46.2% |
| Travel-Outst-Lodging-Emp | 518530 | 1,429 | 3,090 | 3,090 | 3,500 | 410 | 13.3% |
| Travel-Outst-Incidentals-Emp | 518540 | 18 | 400 | 400 | 100 | (300) | -75.0% |
| Total: Travel | | 14,158 | 25,706 | 25,706 | 19,505 | (6,201) | -24.1% |

| | | | | | | | |
|----------------------------|--|----------------|----------------|----------------|----------------|-----------------|---------------|
| Total: 2. OPERATING | | 580,675 | 813,675 | 813,675 | 717,804 | (95,871) | -11.8% |
|----------------------------|--|----------------|----------------|----------------|----------------|-----------------|---------------|

Organization: ADMINISTRATION

Budget Detail Report

Budget Object Group: 3. GRANTS

| Grants Rollup | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---------------------------------|----------------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Grants | 550220 | 903,882 | 0 | 0 | 0 | 0 | 0.0% |
| Other Grants | 550500 | 680,693 | 4,322,627 | 4,322,627 | 4,768,627 | 446,000 | 10.3% |
| Total: Grants Rollup | | 1,584,575 | 4,322,627 | 4,322,627 | 4,768,627 | 446,000 | 10.3% |
| Total: 3. GRANTS | | 1,584,575 | 4,322,627 | 4,322,627 | 4,768,627 | 446,000 | 10.3% |
| Total Expenses: | | 4,413,414 | 7,931,107 | 8,361,107 | 8,446,625 | 515,518 | 6.5% |
| Fund Name | Fund Code | | | | | | |
| General Fund | 10000 | 2,927,978 | 3,391,307 | 3,391,307 | 3,511,636 | 120,329 | 3.5% |
| VT Center for Geographic Info | 21328 | 138,734 | 6,100 | 6,100 | 36,100 | 30,000 | 491.8% |
| Municipal & Regional Planning | 21330 | 0 | 378,700 | 378,700 | 378,700 | 0 | 0.0% |
| Inter-Unit Transfers Fund | 21500 | 25,784 | 170,000 | 170,000 | 135,189 | (34,811) | -20.5% |
| Windham County Development Fund | 21898 | 370,250 | 3,185,000 | 3,185,000 | 3,185,000 | 0 | 0.0% |
| Clean Water Fund | 21932 | 0 | 0 | 430,000 | 0 | 0 | 0.0% |
| Federal Revenue Fund | 22005 | 950,669 | 800,000 | 800,000 | 1,200,000 | 400,000 | 50.0% |
| Funds Total: | | 4,413,414 | 7,931,107 | 8,361,107 | 8,446,625 | 515,518 | 6.5% |
| Position Count | | | | | 26 | | |
| FTE Total | | | | | 26 | | |

Department: ADMINISTRATION

GRANTS TO NON-STATE-GOVERNMENT ENTITIES

| Budget Request Code | Fund | Justification | Est Amount |
|----------------------------|-------------|-------------------------------------|--------------------|
| 6240 | 10000 | UVM Data Center for Rural Studies | \$96,000 |
| 6240 | 10000 | VT Council on Rural Development | \$43,320 |
| 6240 | 10000 | VT Sustainable Jobs Fund | \$213,307 |
| 6240 | 21500 | Quebec Initiative -LCRCC | \$50,000 |
| 6240 | 21898 | Windham Region VY Economic Response | \$3,185,000 |
| 6240 | 22005 | EPA Brownfields | \$1,181,000 |
| | | Total | \$4,768,627 |

Department: ADMINISTRATION

FEDERAL GRANT RECEIPTS

| Budget Request Code | Fund | Justification | Est Amount |
|----------------------------|-------------|-------------------------------|--------------------|
| 6242 | 22005 | CFDA 66.818 EPA - Brownfields | \$1,200,000 |
| | | Total | \$1,200,000 |

Department: ADMINISTRATION

INTERDEPARTMENTAL TRANSFER RECEIPTS

| Budget Request Code | Fund | Justification | Est Amount |
|----------------------------|-------------|--|-------------------|
| 6239 | 21500 | Chief Marketing Officer intra-agency/dept billings | \$70,000 |
| 6239 | 21500 | Quebec Initiative -VT Enterprise Fund | \$50,000 |
| 6239 | 21500 | VCGI intra-agency/dept shared server/software | \$15,189 |
| | | Total | \$135,189 |

**ADMINISTRATION
FY 17 CONTRACT DETAIL**

| Name/Type | Code | FY 2017 Contracts Request | General Fund | VCGI Special Fund | Interdept Transfer |
|----------------------------------|-------------|--|-------------------------|----------------------------------|-------------------------------|
| GIS System Development | 507553 | \$25,000 | \$0 | \$25,000 | \$0 |
| COOP State Advertising Contracts | 507561 | \$10,000 | \$0 | \$0 | \$10,000 |
| Image Relay LLC | 507563 | \$6,000 | \$6,000 | \$0 | \$0 |
| HMC Advertising | 507564 | \$1,500 | \$0 | \$0 | \$1,500 |
| COOP State Advertising Contracts | 507600 | \$5,000 | \$0 | \$0 | \$5,000 |
| Total Administration | | \$47,500 | \$6,000 | \$25,000 | \$16,500 |

| | | | | | |
|------------------------------------|--------|----------|---------|----------|----------|
| IT Systems Development | 507553 | \$25,000 | \$0 | \$25,000 | \$0 |
| Creative Development | 507561 | \$10,000 | \$0 | \$0 | \$10,000 |
| Advertising/Marketing -Other | 507563 | \$6,000 | \$6,000 | \$0 | \$0 |
| Media-Plan/Buying | 507564 | \$1,500 | \$0 | \$0 | \$1,500 |
| Other Contracts & Third Party Svcs | 507600 | \$5,000 | \$0 | \$0 | \$5,000 |
| | | \$47,500 | \$6,000 | \$25,000 | \$16,500 |

ACCD/Administration

General Fund Carry-forward Balances - June 30, 2015

Source: VISION Query - VT_APPROP_FUND_SUM_NW

| Unit | Fund | Dept | Budget Amt | Encumb Amt | Expended Amt | Available Amt |
|-------|-------|------------|----------------|-------------|----------------|---------------|
| 07100 | 10000 | 7100000000 | \$3,048,548.29 | \$91,968.15 | \$2,927,977.68 | \$28,602.46 |

Carry-forward Justification for Dept 7100000000:

| | |
|---|--------------------|
| FY16 Pay Act Needs Offset -Administration | \$8,905.07 |
| FY16 Pay Act Needs/Health Benefit Increase for New Employee Offset -Chief Marketing Officer | \$19,697.39 |
| | <u>\$28,602.46</u> |
| FY 15 Encumbrances/PO Rollover | <u>\$91,968.15</u> |

**FISCAL YEAR 2017 BUDGET
DEPARTMENT PROGRAM PROFILE**

| DEPARTMENT: | | ADMINISTRATION | | | | | | |
|---|---|-----------------------|----------------------------|------------------|----------------------|------------------|----------------------|---------------------|
| | Name and brief narrative description of program (not to exceed 2 sentences for each) | GF \$\$ | Spec F (incl tobacco) \$\$ | Fed F \$\$ | All other funds \$\$ | Total funds \$\$ | Authorized Positions | Amounts granted out |
| Administration | | | | | | | | |
| FY 2015 expenditures | Administration consists of the Office of the Agency Secretary, Deputy Secretary, IT Services, Administrative Services and Legal Counsel. Together they provide managerial direction, coordination, and support services to the agency. | 2,779,754 | 370,250 | 950,669 | 5,316 | 4,105,989 | 19 | 1,584,575 |
| FY 2016 estimated expenditures | | 3,013,178 | 3,185,000 | 800,000 | 0 | 6,998,178 | 19 | 4,322,627 |
| FY 2017 budget request | | 3,063,815 | 3,185,000 | 1,200,000 | 50,000 | 7,498,815 | 19 | 4,768,627 |
| Chief Marketing Officer | | | | | | | | |
| FY 2015 expenditures | The Office of the Chief Marketing Officer for the state of Vermont was created in Act 71, 2005, to ensure consistency and efficiency in the use of state funds for marketing and promotional activities conducted by state agencies. | 148,224 | 0 | 0 | 15,391 | 163,615 | 2 | 0 |
| FY 2016 estimated expenditures | | 200,514 | 0 | 0 | 70,000 | 270,514 | 2 | 0 |
| FY 2017 budget request | | 204,206 | 0 | 0 | 70,000 | 274,206 | 2 | 0 |
| VT Center for Geographic Information | | | | | | | | |
| FY 2015 expenditures | Vermont Center for Geographic Information (VCGI) is the statewide resource portal for Vermont's geospatial data, information, and activities and is charged with the development and implementation of a comprehensive strategy for the State, including supporting structures & systems. VCGI is charged with ensuring that all data gathered by state agencies shall be standardized, distributed via a VCGI-managed statewide system and available to the Vermont Geographic Information Systems (VGIS) partner community. | 0 | 138,734 | 0 | 5,077 | 143,810 | 5 | 0 |
| FY 2016 estimated expenditures | | 177,615 | 384,800 | 0 | 100,000 | 662,415 | 5 | 0 |
| FY 2017 budget request | | 243,615 | 414,800 | 0 | 15,189 | 673,604 | 5 | 0 |
| Total Department | | | | | | | | |
| | FY 2015 expenditures | 2,927,978 | 508,984 | 950,669 | 25,784 | 4,413,414 | 26 | 1,584,575 |
| | FY 2016 estimated expenditures | 3,391,307 | 3,569,800 | 800,000 | 170,000 | 7,931,107 | 26 | 4,322,627 |
| | FY 2017 budget request | 3,511,636 | 3,599,800 | 1,200,000 | 135,189 | 8,446,625 | 26 | 4,768,627 |

OVERVIEW

The Chief Marketing Office (CMO) serves as a central resource for state marketing activity, providing guidance on marketing functions within state agencies and departments. Specifically, the CMO acts as a steward of the Vermont brand; provides strategic marketing and communications expertise, tactical planning support and centralized creative services; and enhances the success of state marketing efforts through collaboration across state government.

STAFF AND PRIORITIES

The Chief Marketing Office is a two-person operation, consisting of the Chief Marketing Officer and a Marketing Manager. Former Chief Marketing Officer Nancy Brooks resigned in October 2014, leaving then Marketing Manager Heather Pelham to fulfill the responsibilities of the office. To realize vacancy savings and meet rescission targets, the Chief Marketing Officer position was not filled until June 2015 when Pelham was officially appointed to the position. The CMO regained full staffing levels in October 2015 when Erin Salls was hired as the new Marketing Manager.

In 2015, the CMO team worked on two major statewide projects, as well as a plethora of smaller design and creative services projects for individual agencies and departments.

MAJOR STATEWIDE PROJECTS

State of Vermont Website Template

The CMO team started working with DII in 2006 to create a State of Vermont web template that would provide a standard look-and-feel for state websites, as well as a fully-supported platform for more state programs to maintain an online presence without each individual agency, department or program needing to fund custom web development and hosting out of their own budgets.

Through the collaboration of the CMO, DII and the State's contracted web developers at Vermont Information Consortium (VIC), the template underwent a comprehensive design upgrade in 2014. The template now features a 'mobile-responsive' design; a modern, clean look-and-feel; and a flexible suite of site features that gives state entities the ability to 'mix and match' tools and display widgets to create a custom user experience, while maintaining a consistent digital presence for the State overall.

The first sites to go live in the new template came online in April 2015. Over the course of 2015, the Chief Marketing Officer worked with agency and department staff across state government to institute best practices for information architecture and content strategy as site owners migrated websites to the new template. In addition to content strategy, the CMO team provided user training, custom imagery development and technical support on the template to over 30 state entities. The CMO will be working with DII and VIC in 2016 to introduce a second round of feature enhancements to the template based on user feedback, as well as to develop a user training guide and companion user guide website.

Economic Development Marketing Plan

The major priority for the CMO in 2015 has been the initiation of efforts to develop an economic development marketing program as authorized by Act 51, passed in June 2015. Along with Commissioner of Economic Development Joan Goldstein, the Chief Marketing Officer has taken on a leadership role in this work to develop the strategy, messaging and implementation plan that will guide the Agency of Commerce and Community Development (ACCD) over the next three years to promote Vermont as a great place to live, work and do business.

Following passage of the legislation and \$200,000 appropriation, ACCD embarked on a three-month internal discovery phase led by the CMO with team members from the Department of Tourism and Marketing and the Department of Economic Development, to review stakeholder research, existing assets, and past economic development marketing efforts. In order to maximize the resources allocated for this effort, the ACCD team developed a draft profile of target audiences, key messages and possible tactics internally to better inform the consultants to be contracted to assist with the formal development of the economic development marketing program.

After a robust Request for Proposal process, a scope of services was executed between ACCD and both Development Counsellors International of New York, and Spike Advertising of Vermont for consulting services to develop an economic development marketing plan in December 2015. The contracted work includes: a Discovery phase to capture perceived barriers to and opportunities for economic development in the state from internal stakeholders statewide, as well as from

external target audiences, though group meetings, one-on-one interviews and perception surveys; a Key Message Development Phase, to prioritize target audiences and develop the key messages for those top priority audiences; and the Marketing Plan Development phase, to identify specific goals, strategies and tactics for a three-year economic development marketing plan, complete with performance metrics, budget projections and timelines for implementation.

The Chief Marketing Officer is acting as contract manager for this initiative and will continue to lead the economic development marketing plan efforts throughout 2016.

CENTRALIZED MARKETING SERVICES & RESOURCES

Beyond the priorities outlined above, the CMO supports marketing work throughout state government by serving as the state’s central brand steward and providing access to shared resources.

Creative Services

The CMO team spent 1,169 hours on design, production and creative services in 2015. The cost of staff time is 60% less than the contracted hourly rates of marketing vendors, equating to a savings of over \$70,000.

Many state agencies and departments who do not have professional or dedicated communications staff look exclusively to the CMO to help them accomplish their outreach and marketing goals. The centralized creative services the CMO offers results in improved quality and effectiveness of outreach materials, dollars saved, and enhanced success of marketing programs. As importantly, through centralized creative services the Vermont brand is consistently faced and messaged across state government.

Some examples of creative services provided in 2015 include: advertising and design services to support the Domestic Export program at the Agency of Agriculture, Food and Markets; design services to promote the State Historic Sites and Archaeology month for the Division for Historic Preservation; design services to overhaul the standard Application for Benefits administered by the Department for Children and Families; and the rebranding of the Center for Achievement in Public Service.

Master Contracts & Other Shared Resources

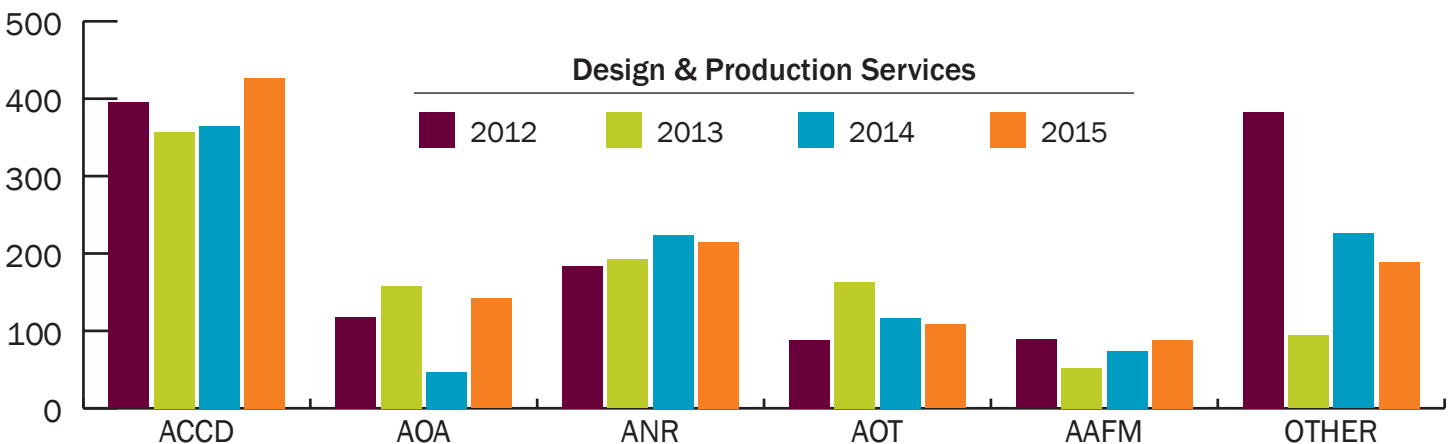
The CMO maintains five master contracts for marketing and communications creative services, one master contract for statewide media buying, and three master photography contracts.

These consolidated contracts make it easier and more efficient for state offices to enter into agreements with outside vendors and consultants for large or specialized marketing projects, under processes that still ensure transparency, accountability and fair competition via full RFP processes. Consolidating these services into statewide master contracts, as opposed to myriad individual agreements, enables all state offices and programs to avail themselves of one set of reduced rates for marketing services.

Finally, the CMO maintains a shared image library for state-owned photography, utilized by 326 active users who downloaded 5,070 images in 2015. Organization of the online library continues to be improved as new photography assets are added.

QUESTIONS OR COMMENTS? PLEASE REACH OUT:

Heather Pelham, Chief Marketing Officer
802-477-2727; heather.pelham@vermont.gov



Department of Economic Development

Joan Goldstein, Commissioner

| | |
|---------------------------------|--------------|
| Economic Development | \$ 6,301,445 |
| FY 2017 Governor's Recommend | \$6,301,445 |

Fiscal Year 2017 Budget Changes by Dept. - Economic Development By Fund

| | General \$\$ | Special \$\$ | Federal \$\$ | Total \$\$ |
|--|------------------|-----------------|----------------|------------------|
| Approp #1, Economic Development FY 2016 Approp | 4,563,634 | 929,650 | 738,238 | 6,231,522 |
| ACT 58, FY16 Rescission (one position) | | (100,000) | | (100,000) |
| ACT 58, FY 16 Internal Service Reductions | (4,983) | | | (4,983) |
| Approp #1, FY 2016 Approp Amended | 4,558,651 | 829,650 | 738,238 | 6,126,539 |
| Insurance (General Liab, W/C, Prop) increase | 1,728 | | | 1,728 |
| EB-5 Audit and Construction Mgmt Costs | 40,000 | | | 40,000 |
| Conference Fees decrease | | (20,000) | | (20,000) |
| Miscellaneous Receipts (VEPC analyst fees) eliminated | | (60,000) | | (60,000) |
| EB-5 Enterprise Fund anticipated increase | | 18,300 | | 18,300 |
| Dept of Defense -Procurement Tech Assistance Center grant funding increase | | | 15,145 | 15,145 |
| US Small Bus Admin -International Trade & Export Assistance STEP II/III grants completed | | | (314,008) | (314,008) |
| US Small Bus Admin -International Trade & Export Assistance STEP IV -new grant | | | 174,211 | 174,211 |
| Department of Defense - Community Planning Assistance Fund new grant | | | 319,530 | 319,530 |
| Total Additions/(Reductions) FY 2017 to reach Gov Rec | 41,728 | (61,700) | 194,878 | 174,906 |
| Approp #1 FY 2017 Governor Recommend | 4,600,379 | 767,950 | 933,116 | 6,301,445 |

Organization: DEPT. OF ECONOMIC DEVELOPMENT

Budget Rollup Report

Budget Object Group: 1. PERSONAL SERVICES

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-----------------------|---|---|---|--|--|
| Salaries and Wages | 981,920 | 1,041,133 | 1,041,133 | 1,023,995 | (17,138) | -1.6% |
| Fringe Benefits | 481,777 | 559,965 | 559,965 | 519,417 | (40,548) | -7.2% |
| Contracted and 3rd Party Service | 1,538,595 | 1,602,424 | 1,602,424 | 1,824,836 | 222,412 | 13.9% |
| PerDiem and Other Personal Services | 3,600 | 89,613 | 89,613 | 70,941 | (18,672) | -20.8% |
| Budget Object Group Total: 1. PERSONAL SERVICES | 3,005,892 | 3,293,135 | 3,293,135 | 3,439,189 | 146,054 | 4.4% |

Budget Object Group: 2. OPERATING

| Budget Object Rollup Name | | | | | | |
|--|----------------|------------------|------------------|----------------|------------------|---------------|
| Equipment | 11,615 | 9,800 | 9,800 | 5,550 | (4,250) | -43.4% |
| IT/Telecom Services and Equipment | 49,457 | 48,544 | 48,544 | 43,623 | (4,921) | -10.1% |
| Travel | 147,240 | 249,173 | 249,173 | 214,155 | (35,018) | -14.1% |
| Supplies | 33,672 | 23,287 | 23,287 | 15,355 | (7,932) | -34.1% |
| Other Purchased Services | 581,131 | 667,557 | 667,557 | 564,353 | (103,204) | -15.5% |
| Other Operating Expenses | 4,460 | 3,290 | 3,290 | 10,446 | 7,156 | 217.5% |
| Rental Other | 3,091 | 5,000 | 5,000 | 3,500 | (1,500) | -30.0% |
| Rental Property | 55,425 | 8,335 | 8,335 | 8,913 | 578 | 6.9% |
| Property and Maintenance | 1,907 | 1,580 | 1,580 | 1,525 | (55) | -3.5% |
| Budget Object Group Total: 2. OPERATING | 887,998 | 1,016,566 | 1,016,566 | 867,420 | (149,146) | -14.7% |

Organization: DEPT. OF ECONOMIC DEVELOPMENT

Budget Rollup Report

Budget Object Group: 3. GRANTS

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|-----------------------|---|---|---|--|--|
| Grants Rollup | 1,432,909 | 1,921,821 | 1,921,821 | 1,994,836 | 73,015 | 3.8% |
| Budget Object Group Total: 3. GRANTS | 1,432,909 | 1,921,821 | 1,921,821 | 1,994,836 | 73,015 | 3.8% |

| | | | | | | |
|-----------------------|------------------|------------------|------------------|------------------|---------------|-------------|
| Total Expenses | 5,326,800 | 6,231,522 | 6,231,522 | 6,301,445 | 69,923 | 1.1% |
|-----------------------|------------------|------------------|------------------|------------------|---------------|-------------|

| Fund Name | | | | | | |
|--------------------|------------------|------------------|------------------|------------------|---------------|-------------|
| General Funds | 3,967,025 | 4,563,634 | 4,563,634 | 4,600,379 | 36,745 | 0.8% |
| Special Fund | 710,739 | 929,650 | 929,650 | 767,950 | (161,700) | -17.4% |
| Federal Funds | 649,036 | 738,238 | 738,238 | 933,116 | 194,878 | 26.4% |
| Funds Total | 5,326,800 | 6,231,522 | 6,231,522 | 6,301,445 | 69,923 | 1.1% |

| | | | | | | |
|----------------|--|--|--|----|--|--|
| Position Count | | | | 17 | | |
| FTE Total | | | | 17 | | |

Organization: DEPT. OF ECONOMIC DEVELOPMENT

Budget Detail Report

Budget Object Group: 1. PERSONAL SERVICES

| Salaries and Wages | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|----------------------------------|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Classified Employees | 500000 | 976,612 | 818,854 | 818,854 | 735,385 | (83,469) | -10.2% |
| Exempt | 500010 | 0 | 237,827 | 237,827 | 304,158 | 66,331 | 27.9% |
| Overtime | 500060 | 5,308 | 0 | 0 | 0 | 0 | 0.0% |
| Vacancy Turnover Savings | 508000 | 0 | (15,548) | (15,548) | (15,548) | 0 | 0.0% |
| Total: Salaries and Wages | | 981,920 | 1,041,133 | 1,041,133 | 1,023,995 | (17,138) | -1.6% |

| Fringe Benefits | | | | | | | |
|-------------------------------|-------------|----------------|----------------|----------------|----------------|-----------------|--------------|
| Description | Code | | | | | | |
| FICA - Classified Employees | 501000 | 71,483 | 62,646 | 62,646 | 56,258 | (6,388) | -10.2% |
| FICA - Exempt | 501010 | 0 | 18,195 | 18,195 | 23,269 | 5,074 | 27.9% |
| Health Ins - Classified Empl | 501500 | 220,256 | 220,510 | 220,510 | 179,460 | (41,050) | -18.6% |
| Health Ins - Exempt | 501510 | 0 | 57,524 | 57,524 | 67,749 | 10,225 | 17.8% |
| Retirement - Classified Empl | 502000 | 158,022 | 140,107 | 140,107 | 128,474 | (11,633) | -8.3% |
| Retirement - Exempt | 502010 | 0 | 35,066 | 35,066 | 40,252 | 5,186 | 14.8% |
| Dental - Classified Employees | 502500 | 12,625 | 14,910 | 14,910 | 10,791 | (4,119) | -27.6% |
| Dental - Exempt | 502510 | 0 | 2,982 | 2,982 | 3,321 | 339 | 11.4% |
| Life Ins - Classified Empl | 503000 | 2,885 | 2,749 | 2,749 | 2,433 | (316) | -11.5% |
| Life Ins - Exempt | 503010 | 0 | 282 | 282 | 756 | 474 | 168.1% |
| LTD - Classified Employees | 503500 | 534 | 0 | 0 | 0 | 0 | 0.0% |
| LTD - Exempt | 503510 | 0 | 547 | 547 | 701 | 154 | 28.2% |
| EAP - Classified Empl | 504000 | 480 | 450 | 450 | 391 | (59) | -13.1% |
| EAP - Exempt | 504010 | 0 | 90 | 90 | 121 | 31 | 34.4% |
| Employee Tuition Costs | 504530 | 5,469 | 0 | 0 | 0 | 0 | 0.0% |
| Workers Comp - Ins Premium | 505200 | 10,023 | 3,907 | 3,907 | 5,441 | 1,534 | 39.3% |
| Total: Fringe Benefits | | 481,777 | 559,965 | 559,965 | 519,417 | (40,548) | -7.2% |

Organization: DEPT. OF ECONOMIC DEVELOPMENT

Budget Detail Report

| | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|--------|------------------|--|---|--|--|--|
| Contracted and 3rd Party Service | | | | | | | |
| Description | Code | | | | | | |
| Contr & 3Rd Party - Financial | 507100 | 33,457 | 75,000 | 75,000 | 125,000 | 50,000 | 66.7% |
| Contr&3Rd Pty - Info Tech | 507550 | 35,455 | 31,500 | 31,500 | 45,263 | 13,763 | 43.7% |
| Contract-Web Dev. & Maint. | 507551 | 1,680 | 0 | 0 | 0 | 0 | 0.0% |
| Contr-Compsoftware-Sysdevelop | 507553 | 4,424 | 18,450 | 18,450 | 16,725 | (1,725) | -9.3% |
| Creative/Development | 507561 | 12,514 | 0 | 0 | 0 | 0 | 0.0% |
| Creative/Development-Web | 507562 | 10,564 | 53,000 | 53,000 | 56,000 | 3,000 | 5.7% |
| Advertising/Marketing-Other | 507563 | 49,458 | 74,870 | 74,870 | 56,870 | (18,000) | -24.0% |
| Other Contr and 3Rd Pty Serv | 507600 | 1,391,043 | 1,349,604 | 1,349,604 | 1,524,978 | 175,374 | 13.0% |
| Total: Contracted and 3rd Party Service | | 1,538,595 | 1,602,424 | 1,602,424 | 1,824,836 | 222,412 | 13.9% |

| PerDiem and Other Personal Services | | | | | | | |
|---|--------|--------------|---------------|---------------|---------------|-----------------|---------------|
| Description | Code | | | | | | |
| Per Diem | 506000 | 3,600 | 4,000 | 4,000 | 3,800 | (200) | -5.0% |
| Other Pers Serv | 506200 | 0 | 85,613 | 85,613 | 67,141 | (18,472) | -21.6% |
| Total: PerDiem and Other Personal Services | | 3,600 | 89,613 | 89,613 | 70,941 | (18,672) | -20.8% |

| | | | | | | | |
|------------------------------------|--|------------------|------------------|------------------|------------------|----------------|-------------|
| Total: 1. PERSONAL SERVICES | | 3,005,892 | 3,293,135 | 3,293,135 | 3,439,189 | 146,054 | 4.4% |
|------------------------------------|--|------------------|------------------|------------------|------------------|----------------|-------------|

Budget Object Group: 2. OPERATING

| Equipment | | | | | | | |
|--------------------------------|--------|---------------|--------------|--------------|--------------|----------------|---------------|
| Description | Code | | | | | | |
| Hardware - Desktop & Laptop Pc | 522216 | 11,090 | 9,800 | 9,800 | 5,550 | (4,250) | -43.4% |
| Furniture & Fixtures | 522700 | 525 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Equipment | | 11,615 | 9,800 | 9,800 | 5,550 | (4,250) | -43.4% |

Organization: DEPT. OF ECONOMIC DEVELOPMENT

Budget Detail Report

| | | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|--------|-----------------------|--|---|--|--|--|
| IT/Telecom Services and Equipment | | FY2015 Actuals | | | | | |
| Description | Code | | | | | | |
| Telecom-Toll Free Phone Serv | 516657 | 55 | 100 | 100 | 150 | 50 | 50.0% |
| Telecom-Conf Calling Services | 516658 | 772 | 1,650 | 1,650 | 1,395 | (255) | -15.5% |
| Telecom-Wireless Phone Service | 516659 | 7,644 | 9,460 | 9,460 | 6,240 | (3,220) | -34.0% |
| It Intsvccost-Vision/Isdassess | 516671 | 997 | 1,141 | 1,141 | 1,090 | (51) | -4.5% |
| It Intsvccost- Dii - Telephone | 516672 | 2,771 | 3,570 | 3,570 | 3,120 | (450) | -12.6% |
| It Inter Svc Cost User Support | 516678 | 16,964 | 18,552 | 18,552 | 18,782 | 230 | 1.2% |
| Hw - Other Info Tech | 522200 | 554 | 0 | 0 | 0 | 0 | 0.0% |
| Hardware-Telephone User Equip | 522219 | 0 | 300 | 300 | 0 | (300) | -100.0% |
| Software - Other | 522220 | 82 | 11,778 | 11,778 | 0 | (11,778) | -100.0% |
| Software - Office Technology | 522221 | 336 | 0 | 0 | 0 | 0 | 0.0% |
| Sw-Database&Management Sys | 522222 | 15,499 | 0 | 0 | 10,200 | 10,200 | 0.0% |
| Software-Gis | 522223 | 994 | 1,093 | 1,093 | 2,046 | 953 | 87.2% |
| Hw-Personal Mobile Devices | 522258 | 2,789 | 900 | 900 | 600 | (300) | -33.3% |
| Total: IT/Telecom Services and Equipment | | 49,457 | 48,544 | 48,544 | 43,623 | (4,921) | -10.1% |

| Other Operating Expenses | | | | | | | |
|--|--------|--------------|--------------|--------------|---------------|--------------|---------------|
| Description | Code | | | | | | |
| Single Audit Allocation | 523620 | 4,012 | 3,290 | 3,290 | 4,126 | 836 | 25.4% |
| Registration & Identification | 523640 | 448 | 0 | 0 | 6,320 | 6,320 | 0.0% |
| Total: Other Operating Expenses | | 4,460 | 3,290 | 3,290 | 10,446 | 7,156 | 217.5% |

Organization: DEPT. OF ECONOMIC DEVELOPMENT

Budget Detail Report

| Other Purchased Services | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Insurance Other Than Empl Bene | 516000 | 10,152 | 12,004 | 12,004 | 11,984 | (20) | -0.2% |
| Insurance - General Liability | 516010 | 9,242 | 2,601 | 2,601 | 2,407 | (194) | -7.5% |
| Dues | 516500 | 10,398 | 22,910 | 22,910 | 17,110 | (5,800) | -25.3% |
| Telecom-Mobile Wireless Data | 516623 | 7,407 | 9,230 | 9,230 | 8,512 | (718) | -7.8% |
| Telecom-Telephone Services | 516652 | 1,355 | 6,032 | 6,032 | 2,690 | (3,342) | -55.4% |
| It Int Svc Dii Allocated Fee | 516685 | 19,259 | 20,139 | 20,139 | 17,405 | (2,734) | -13.6% |
| Advertising-Radio | 516812 | 1,420 | 1,400 | 1,400 | 1,400 | 0 | 0.0% |
| Advertising-Print | 516813 | 94,984 | 83,350 | 83,350 | 92,200 | 8,850 | 10.6% |
| Advertising-Web | 516814 | 107,012 | 44,540 | 44,540 | 103,360 | 58,820 | 132.1% |
| Advertising-Other | 516815 | 72,680 | 82,616 | 82,616 | 53,000 | (29,616) | -35.8% |
| Advertising - Job Vacancies | 516820 | 4,257 | 0 | 0 | 0 | 0 | 0.0% |
| Client Meetings | 516855 | 2,099 | 8,300 | 8,300 | 6,000 | (2,300) | -27.7% |
| Trade Shows & Events | 516870 | 163,199 | 287,000 | 287,000 | 196,000 | (91,000) | -31.7% |
| Giveaways | 516871 | 4,542 | 4,500 | 4,500 | 4,000 | (500) | -11.1% |
| Photography | 516875 | 1,785 | 1,000 | 1,000 | 2,000 | 1,000 | 100.0% |
| Printing and Binding | 517000 | 1,534 | 9,650 | 9,650 | 2,400 | (7,250) | -75.1% |
| Printing & Binding-Bgs Copy Ct | 517005 | 2,055 | 1,375 | 1,375 | 400 | (975) | -70.9% |
| Printing-Promotional | 517010 | 1,893 | 500 | 500 | 5,000 | 4,500 | 900.0% |
| Photocopying | 517020 | 8 | 0 | 0 | 0 | 0 | 0.0% |
| Registration For Meetings&Conf | 517100 | 21,448 | 28,160 | 28,160 | 33,405 | 5,245 | 18.6% |
| Postage | 517200 | 0 | 85 | 85 | 40 | (45) | -52.9% |
| Postage - Bgs Postal Svcs Only | 517205 | 596 | 450 | 450 | 600 | 150 | 33.3% |
| Freight & Express Mail | 517300 | 3,394 | 2,775 | 2,775 | 3,200 | 425 | 15.3% |
| Instate Conf, Meetings, Etc | 517400 | 40,142 | 0 | 0 | 0 | 0 | 0.0% |
| Other Purchased Services | 519000 | 79 | 38,940 | 38,940 | 1,240 | (37,700) | -96.8% |
| Dry Cleaning | 519020 | 191 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Other Purchased Services | | 581,131 | 667,557 | 667,557 | 564,353 | (103,204) | -15.5% |

Organization: DEPT. OF ECONOMIC DEVELOPMENT

Budget Detail Report

| Property and Maintenance | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Rep&Maint-Info Tech Hardware | 513000 | 297 | 0 | 0 | 0 | 0 | 0.0% |
| Repair & Maint - Office Tech | 513010 | 1,610 | 1,580 | 1,580 | 1,475 | (105) | -6.6% |
| Other Repair & Maint Serv | 513200 | 0 | 0 | 0 | 50 | 50 | 0.0% |
| Total: Property and Maintenance | | 1,907 | 1,580 | 1,580 | 1,525 | (55) | -3.5% |

| Rental Other | | | | | | | |
|----------------------------|-------------|--------------|--------------|--------------|--------------|----------------|---------------|
| Description | Code | | | | | | |
| Rental - Other | 515000 | 3,091 | 5,000 | 5,000 | 3,500 | (1,500) | -30.0% |
| Total: Rental Other | | 3,091 | 5,000 | 5,000 | 3,500 | (1,500) | -30.0% |

| Rental Property | | | | | | | |
|--------------------------------|-------------|---------------|--------------|--------------|--------------|------------|-------------|
| Description | Code | | | | | | |
| Rent Land & Bldgs-Office Space | 514000 | 52,799 | 2,600 | 2,600 | 3,863 | 1,263 | 48.6% |
| Rent Land&Bldgs-Non-Office | 514010 | 2,627 | 5,735 | 5,735 | 5,050 | (685) | -11.9% |
| Total: Rental Property | | 55,425 | 8,335 | 8,335 | 8,913 | 578 | 6.9% |

| Supplies | | | | | | | |
|--------------------------------|-------------|---------------|---------------|---------------|---------------|----------------|---------------|
| Description | Code | | | | | | |
| Office Supplies | 520000 | 1,605 | 5,765 | 5,765 | 1,630 | (4,135) | -71.7% |
| Gasoline | 520110 | 2,674 | 3,147 | 3,147 | 2,885 | (262) | -8.3% |
| Other General Supplies | 520500 | 218 | 225 | 225 | 140 | (85) | -37.8% |
| It & Data Processing Supplies | 520510 | 1,023 | 1,475 | 1,475 | 1,350 | (125) | -8.5% |
| Educational Supplies | 520540 | 239 | 0 | 0 | 0 | 0 | 0.0% |
| Food | 520700 | 36 | 0 | 0 | 0 | 0 | 0.0% |
| Books&Periodicals-Library/Educ | 521500 | 374 | 875 | 875 | 100 | (775) | -73.3% |
| Subscriptions | 521510 | 25,989 | 5,000 | 5,000 | 3,250 | (1,750) | -35.0% |
| Subscriptions Other Info Serv | 521515 | 1,513 | 6,800 | 6,800 | 6,000 | (800) | -11.8% |
| Total: Supplies | | 33,672 | 23,287 | 23,287 | 15,355 | (7,932) | -34.1% |

Organization: DEPT. OF ECONOMIC DEVELOPMENT

Budget Detail Report

| Travel | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---------------------------------|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Travel-Inst-Auto Mileage-Emp | 518000 | 11,742 | 16,093 | 16,093 | 22,739 | 6,646 | 41.3% |
| Travel-Inst-Other Transp-Emp | 518010 | 5,550 | 17,665 | 17,665 | 17,681 | 16 | 0.1% |
| Travel-Inst-Meals-Emp | 518020 | 409 | 75 | 75 | 488 | 413 | 550.7% |
| Travel-Inst-Lodging-Emp | 518030 | 2,162 | 1,375 | 1,375 | 2,375 | 1,000 | 72.7% |
| Travel-Inst-Incidentals-Emp | 518040 | 882 | 1,550 | 1,550 | 560 | (990) | -63.9% |
| Travel-Inst-Auto Mileage-Nonemp | 518300 | 4,874 | 5,500 | 5,500 | 5,000 | (500) | -9.1% |
| Travel-Inst-Other Trans-Nonemp | 518310 | 51 | 0 | 0 | 0 | 0 | 0.0% |
| Travel-Inst-Lodging-Nonemp | 518330 | 184 | 0 | 0 | 0 | 0 | 0.0% |
| Travel-Outst-Auto Mileage-Emp | 518500 | 2,623 | 2,585 | 2,585 | 5,966 | 3,381 | 130.8% |
| Travel-Outst-Other Trans-Emp | 518510 | 42,842 | 76,269 | 76,269 | 61,472 | (14,797) | -19.4% |
| Travel-Outst-Meals-Emp | 518520 | 8,979 | 22,721 | 22,721 | 19,244 | (3,477) | -15.3% |
| Travel-Outst-Lodging-Emp | 518530 | 59,375 | 100,482 | 100,482 | 73,205 | (27,277) | -27.1% |
| Travel-Outst-Incidentals-Emp | 518540 | 6,252 | 4,858 | 4,858 | 5,425 | 567 | 11.7% |
| Travel-Outst-Automileage-Nonemp | 518700 | 107 | 0 | 0 | 0 | 0 | 0.0% |
| Travel-Outst-Meals-Nonemp | 518720 | 80 | 0 | 0 | 0 | 0 | 0.0% |
| Travel-Outst-Lodging-Nonemp | 518730 | 1,022 | 0 | 0 | 0 | 0 | 0.0% |
| Travel-Outst-Incidentals-Nonemp | 518740 | 108 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Travel | | 147,240 | 249,173 | 249,173 | 214,155 | (35,018) | -14.1% |
| Total: 2. OPERATING | | 887,998 | 1,016,566 | 1,016,566 | 867,420 | (149,146) | -14.7% |

Organization: DEPT. OF ECONOMIC DEVELOPMENT

Budget Detail Report

Budget Object Group: 3. GRANTS

| Grants Rollup | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|-----------------------------|--------|------------------|--|---|--|--|--|
| Description | Code | | | | | | |
| Grants To Municipalities | 550000 | 10,350 | 8,970 | 8,970 | 7,590 | (1,380) | -15.4% |
| Other Grants | 550500 | 1,422,559 | 1,912,851 | 1,912,851 | 1,987,246 | 74,395 | 3.9% |
| Total: Grants Rollup | | 1,432,909 | 1,921,821 | 1,921,821 | 1,994,836 | 73,015 | 3.8% |
| Total: 3. GRANTS | | 1,432,909 | 1,921,821 | 1,921,821 | 1,994,836 | 73,015 | 3.8% |
| Total Expenses: | | 5,326,800 | 6,231,522 | 6,231,522 | 6,301,445 | 69,923 | 1.1% |

| Fund Name | Fund Code | | | | | | |
|-------------------------------|-----------|------------------|------------------|------------------|------------------|---------------|-------------|
| General Fund | 10000 | 3,967,025 | 4,563,634 | 4,563,634 | 4,600,379 | 36,745 | 0.8% |
| Captive Insurance Reg & Suprv | 21085 | 610,350 | 630,350 | 630,350 | 530,350 | (100,000) | -15.9% |
| Conference Fees & Donations | 21525 | 36,668 | 22,000 | 22,000 | 2,000 | (20,000) | -90.9% |
| ACCD-Miscellaneous Receipts | 21820 | 0 | 60,000 | 60,000 | 0 | (60,000) | -100.0% |
| EB-5 Enterprise Fund | 21919 | 63,721 | 217,300 | 217,300 | 235,600 | 18,300 | 8.4% |
| Federal Revenue Fund | 22005 | 649,036 | 738,238 | 738,238 | 933,116 | 194,878 | 26.4% |
| Funds Total: | | 5,326,800 | 6,231,522 | 6,231,522 | 6,301,445 | 69,923 | 1.1% |

| | | | | | | |
|----------------|--|--|--|--|----|--|
| Position Count | | | | | 17 | |
| FTE Total | | | | | 17 | |

Department: **ECONOMIC DEVELOPMENT**

GRANTS TO NON-STATE-GOVERNMENT ENTITIES

| Budget Request Code | Fund | Justification | Est Amount |
|---------------------|-------|---|--------------------|
| 6250 | 10000 | Brattleboro Development Credit Corp/SeVEDS | \$50,000 |
| 6250 | 10000 | Job Zones Development, Municipalities | \$7,590 |
| 6250 | 10000 | Small Business Dev Ctr - PTAC Match | \$53,722 |
| 6250 | 10000 | Small Business Development Ctr - SBDC | \$357,400 |
| 6250 | 10000 | VT Employee Ownership Center - VEOC | \$69,660 |
| 6250 | 10000 | VT Training Program Grants - Various entities | \$1,307,741 |
| 6250 | 22005 | International Trade Technical Assistance - Various entities | \$95,000 |
| 6250 | 22005 | Small Business Dev Ctr - PTAC | \$53,723 |
| | | Total | \$1,994,836 |

Department: ECONOMIC DEVELOPMENT

FEDERAL GRANT RECEIPTS

| Budget Request Code | Fund | Justification | Est Amount |
|----------------------------|-------------|---|-------------------|
| 6255 | 22005 | CFDA 12.002 Procurement Technical Assistance for Business Firms (PTAC) | \$439,375 |
| 6255 | 22005 | CFDA 12.617 Economic Adjustment Assistance (Business Support OEA) | \$319,530 |
| 6255 | 22005 | CFDA 59.061 State Trade & Export Promotion (International Trade - STEP) | \$174,211 |
| | | Total | \$933,116 |

**ECONOMIC DEVELOPMENT
FY 17 CONTRACT DETAIL**

| Name/Type | Account Code | FY 2017 Contracts Request | General Fund | Federal | Captive Insurance | Conf Fees & Donations | EB-5 Special Funds |
|--|--------------|------------------------------|--------------------|------------------|-------------------|-----------------------|--------------------|
| Int'l Trade Financial Reviews EB-5 projects | 507100 | \$125,000 | \$40,000 | \$0 | \$0 | \$0 | \$85,000 |
| Competitive Computing - Maintenance (website) | 507550 | \$45,263 | \$45,263 | \$0 | \$0 | \$0 | \$0 |
| AGATE Intelligrants -Info Technology | 507553 | \$16,725 | \$16,725 | \$0 | \$0 | \$0 | \$0 |
| Advertising Agency -Creative Dev/Web/Marketing | 507562 | \$56,000 | \$0 | \$0 | \$16,000 | \$0 | \$40,000 |
| Advertising Agency -Marketing Other | 507563 | \$56,870 | \$9,370 | \$2,500 | \$45,000 | \$0 | \$0 |
| RDC Block Grant Contracts | 507600 | \$1,266,104 | \$1,266,104 | \$0 | \$0 | \$0 | \$0 |
| Federal OEA Contracts | 507600 | \$197,374 | \$0 | \$197,374 | \$0 | \$0 | \$0 |
| Outreachsystems.com | 507600 | \$11,500 | \$5,750 | \$5,750 | \$0 | \$0 | \$0 |
| Technical Assistance | 507600 | \$27,000 | \$27,000 | \$0 | \$0 | \$0 | \$0 |
| International Trade-Compliance and Trade Assistance-SBDC | 507600 | \$23,000 | \$5,000 | \$18,000 | \$0 | \$0 | \$0 |
| Total Economic Development | | <u>\$1,824,836</u> | <u>\$1,415,212</u> | <u>\$223,624</u> | <u>\$61,000</u> | <u>\$0</u> | <u>\$125,000</u> |
| Contr & Third Party - Financial | 507100 | \$125,000 | \$40,000 | \$0 | \$0 | \$0 | \$85,000 |
| Information Technology | 507550 | \$45,263 | \$45,263 | \$0 | \$0 | \$0 | \$0 |
| Comp Software/System Develop | 507553 | \$16,725 | \$16,725 | \$0 | \$0 | \$0 | \$0 |
| Creative/Development -Web | 507562 | \$56,000 | \$0 | \$0 | \$16,000 | \$0 | \$40,000 |
| Advertising/Marketing -Other | 507563 | \$56,870 | \$9,370 | \$2,500 | \$45,000 | \$0 | \$0 |
| Other Contracts & Third Party Svcs | 507600 | \$1,524,978 | \$1,303,854 | \$221,124 | \$0 | \$0 | \$0 |
| | | <u>\$1,824,836</u> | <u>\$1,415,212</u> | <u>\$223,624</u> | <u>\$61,000</u> | <u>\$0</u> | <u>\$125,000</u> |

**Department of Economic Development
General Fund Carry-forward Balances - June 30, 2015**

Source: VISION Query - VT_APPROP_FUND_SUM_NW

| Unit | Dept | Fund | Budget Amt | Encumb Amt | Expended Amt | Available Amt |
|-------|------------|-------|----------------|------------|--------------|----------------|
| 07120 | 7120010000 | 10000 | (6,388,341.50) | 984,447.73 | 3,967,024.76 | (1,436,869.01) |

ACT 179 Sec B 801

| | |
|--|------------|
| AGATE: Contract for work related to online grants management system modifications for new requirements mandated by S. 220. | 60,000.00 |
| VT Training Program Grants: for new businesses being recruited from out of state for relocation to VT. Grants would be for training new hires. | 450,000.00 |
| Site Locator: One time expense for a contractor to enhance our presence for recruitment of businesses to VT. This may be in terms of lead generation, marketing, and also via technology upgrades to our current site selector tool on the agency website. | 30,000.00 |

VT Training Program: has a list of 20+ companies we are in process with for training contracts. The program was redesigned this year due to legislative changes. The program was off line for 2+ months to facilitate the redesign. Additional changes were made late in the year due to feedback from the redesign. All this lead to a delay in deploying funds during the FY. We have pent up demand we need to fulfill with this carryforward.

| | |
|---|------------------|
| Partial Pay Act and Staff Restructuring Needs | 829,017.00 |
| | <u>67,852.01</u> |
| | 1,436,869.01 |

One-Time Appropriations:

| Unit | Dept | Fund | Budget Amt | Encumb Amt | Expended Amt | Available Amt |
|-------|------------|-------|------------|------------|--------------|---------------|
| 07120 | 7120890704 | 10000 | (7,711.88) | 0.00 | 0.00 | (7,711.88) |

Act 65 Sec. 233(a)(5)(A) of Fiscal Year 2007

Vermont International Trade Commission- Appropriations for Member Per diem and public meeting costs forward balance as stipulated, the commission on international trade and state sovereignty shall carry forward until expended and shall not revert to the general fund at the end of the fiscal year.

RPC/RDC PAYMENT HISTORY FY2003 THRU FY17 REQUEST

| Unit | Fund | Account | Account Descr | Project | Sum Amount |
|----------------------------------|-------------|----------------|------------------------------|----------------|-------------------|
| RPC Payment History | | | | | |
| 07110 | 21330 | 550220 | Grants | GRRPC2003 | 2,638,944.00 |
| 07110 | 21330 | 550220 | Grants | GRRPC2004 | 2,638,945.00 |
| 07110 | 21330 | 550220 | Grants | GRRPC2005 | 2,638,943.00 |
| 07110 | 21330 | 550220 | Grants | GRRPC2006 | 2,757,696.00 |
| 07110 | 21330 | 550220 | Grants | GRRPC2007 | 2,881,790.00 |
| 07110 | 21330 | 550220 | Grants | GRRPC2008 | 3,011,473.00 |
| 07110 | 21330 | 550220 | Grants | GRRPC2009 | 2,680,993.50 |
| 07110 | 21330 | 550220 | Grants | GRRPC10 | 2,632,027.00 |
| 07110 | 21330 | 507600 | Other Contr and 3rd Pty Serv | GRRPC11 | 2,508,076.00 |
| 07110 | 21330 | 507600 | Other Contr and 3rd Pty Serv | RPC12 | 2,508,076.00 |
| 07110 | 21330 | 507600 | Other Contr and 3rd Pty Serv | RPC13 | 2,382,675.00 |
| 07110 | 21330 | 507600 | Other Contr and 3rd Pty Serv | RPC14 | 2,758,884.00 |
| 07110 | 21330 | 507600 | Other Contr and 3rd Pty Serv | RPC15 | 2,924,417.00 |
| 07110 | 21330 | 507600 | Other Contr and 3rd Pty Serv | RPC16 | 2,924,417.00 |
| 07110 | 21330 | 507600 | FY17 Budget Request | RPC17 | 2,924,417.00 |
| Total RPC FY2003 - FY2017 | | | | | 40,811,773.50 |
| RDC Payment History | | | | | |
| 07120 | 10000 | 550220 | Grants | GRRDC03 | 805,142.00 |
| 07120 | 10000 | 550220 | Grants | GRRDC04 | 805,742.00 |
| 07120 | 10000 | 550220 | Grants | GRRDC05 | 955,742.00 |
| 07120 | 10000 | 550220 | Grants | GRRDC06 | 1,030,742.00 |
| 07120 | 10000 | 550220 | Grants | GRRDC07 | 1,040,742.00 |
| 07120 | 10000 | 550220 | Grants | GRRDC08 | 1,112,742.00 |
| 07120 | 10000 | 550220 | Grants | GRRDC09 | 1,001,468.00 |
| 07120 | 10000 | 550220 | Grants | GRRDC10 | 1,076,463.00 |
| 07110 | 10000 | 507600 | Other Contr and 3rd Pty Serv | GRRDC11 | 1,024,956.00 |
| 07110 | 10000 | 507600 | Other Contr and 3rd Pty Serv | RDC12 | 1,024,953.00 |
| 07110 | 10000 | 507600 | Other Contr and 3rd Pty Serv | RDC13 | 1,024,953.00 |
| 07120 | 10000 | 507600 | Other Contr and 3rd Pty Serv | RDC14 | 1,224,956.00 |
| 07120 | 10000 | 507600 | Other Contr and 3rd Pty Serv | RDC15 | 1,301,106.00 |
| 07120 | 10000 | 507600 | Other Contr and 3rd Pty Serv | RDC16 | 1,266,104.00 |
| 07120 | 10000 | 507600 | FY17 Budget Request | RDC17 | 1,266,104.00 |
| Total RDC FY2003 - FY2017 | | | | | 15,961,915.00 |

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**Department of Economic Development (DED)
Fiscal Year 2017 Budget
Strategic Overview and Program Performance Narrative**

STRATEGIC OVERVIEW

1. MISSION

The mission of the Department of Economic Development is to improve the economic well-being of Vermonters by helping to increase jobs and opportunities, create a robust workforce, improve wages and encourage business start-ups, growth, recruitment, and expansion.

We accomplish this through a variety of economic development programs with the goals of:

- leading a coordinated, statewide effort to foster the growth of more jobs and higher quality jobs that will develop a more vital, resilient, and diverse economy
- supporting existing businesses and encouraging and facilitating their expansion
- recruiting new employers and new employees to the state
- improving the Vermont workforce through access to training
- connecting businesses to new markets here and abroad
- attracting financing and connecting businesses with financial needs to potential providers
- nurturing a culture of entrepreneurship and innovation that will stimulate the economy

2. POPULATION SERVED

We serve all of Vermont as the department touches on key elements important to all residents – employment, business development, vibrant communities, quality of life, work, and place. We serve, support and work with many partners to implement our mission including Vermont businesses, entrepreneurs, municipalities, economic and community development organizations, out-of-state and international businesses for recruitment, low and moderate-income Vermonters, institutions of higher learning, local and federal partners, lending institutions and capital managers.

3. SUMMARY OF DEPARTMENT PROGRAMS, OUTCOMES AND SPECIAL PROJECTS

The Department of Economic Development is made up of 17 people, including the commissioner and an administrative assistant. Many of the members of this small team are skilled employees who work on highly specialized programs. During the latter part of FY 2015 the Department welcomed a new Commissioner. Then during the following 6 months the department experienced turnover of 4 key positions. The DED team has been rebuilt and is full again as we approached the beginning of the calendar year 2016 with the exception of one as the Office of the Creative Economy was eliminated in FY15.

These programs within the DED include Financial Services (Captive Insurance), Business Support, the Vermont Employment Growth Incentive, Windham County Economic Development Program, Tax Increment Financing District Program, International Trade (EB-5 and Vermont Global Trade Partnership), the Procurement Technical Assistance Center, and the Vermont Training Program.

A. Outcomes

The Department is a revenue center that is directly responsible for bringing dollars into the state's general fund, to businesses, and to Vermonters. Over the last year, nearly every program saw an increase in performance over the prior year and directly contributed to Vermont's prosperity in the following ways:

PROGAM SUCCESSES:

The State General Fund:

- *Captive Insurance*: \$26.428 million in premium tax and fees collected in 2015 and an estimated \$26.43 million for 2016.
- *VEGI: The Vermont Employment Growth Incentive* approved nine business projects in calendar year 2015 that will contribute an additional \$1.7 million in net new tax revenue (after the cost of the incentive) over the next five years.
- *EB-5*: Two projects approved in FY16 will bring in more than \$100 million in foreign direct investment and considerable job creation.

Businesses:

- *PTAC*: Helped secure \$104 million in government contracts for businesses in FY 15.
- *VTP*: Contributed \$1.3 million to businesses and training providers to help offset training costs in FY15.

Employee Wages & Job Growth

- *VEGI*: During calendar 2015 VEPC authorized incentives to businesses totaling \$4.3 million over the next five years for nine companies that will create 332 new jobs with an average compensation of \$48,250, generating \$13.5 million in new, qualifying payroll.
- *Vermont Training Program*: Over 3200 Vermont workers including 82 new hires were trained under the program through both on-site as well as classroom training. Of the total 271 companies served, 91 of them have 49 employees or less.
- *EB-5*: In FY 15 the Vermont Regional Center had 134 I-829 approvals (permanent residency for foreign investors that is tied to a project's job creation) translating into an estimated minimum of 1340 jobs created and maintained over the prior two years.

Grant Administration:

- *Windham County Economic Development Program*: \$3.144 million has been committed for projects estimated to create 142 direct jobs and retain 300.
- *Northern Borders Regional Commission*: In 2015, the Northern Border Regional Commission awarded \$1.2 million in grants for six Vermont economic development projects, including the renovation and expansion of the Fairbanks Museum, infrastructure improvements at Willoughby State Forest, development work by the Vermont Sustainable Jobs Fund on behalf of Vermont's forest sector, expansion of the Franklin County Industrial Development Corporation Industrial Park, recreational and public space improvements in the Village of Enosburg Falls, and a new septic system at the Newport State Airport. For 2016, \$1.7 million in grant funds are available for projects in Essex, Orleans, Caledonia, Lamoille, and Franklin counties and the towns of Alburgh, Isle La Motte, and South Hero in Grand Isle County. We seek applications from public bodies, non-profit organizations, or Native American tribes for projects that will directly or indirectly result in job creation and positive economic impact.

- *STEP IV:* For FY2016, The Department applied for, and was in the top tier of states nationwide to receive, a \$174,000 grant from SBA to help train businesses in export and to bring them to international trade shows in Dusseldorf, Dubai, Montreal, and Hannover. We intend to apply for Step V to continue with this favorable program.
- *DOD OEA:* In FY2016, DED was awarded a \$386,000 grant to help businesses -those who contract with DOD and were adversely impacted by contraction in Defense budget- diversify their revenue sources.

B. Special Projects

In FY16, in addition to its regular programs, the Department of Economic Development undertook the following new projects, each of which will be continued and built upon in FY17.

Economic Development Marketing Plan: The Department was fortunate in FY16 to receive a \$200,000 appropriation to develop a targeted marketing plan to attract talent and entrepreneurs to Vermont. We have a contract with two professional marketing firms to collaborate to deliver us a strategic marketing plan. We have their gap analysis, insights from their immersion tour, and a media audit to help inform us of the current state. They have also distributed a perception survey. The next step will be to formulate the messages and tactics to reach our audiences.

Enterprise Fund: During the past year, 3 awards were approved totaling \$1.7mm. This leverages \$87m in investment and creation of 248 permanent jobs.

Windham County Economic Development Grants: As part of the settlement the Agency of Commerce and the Administration negotiated with Entergy Vermont Yankee, Entergy will pay ACCD 10 million dollars over the next 5 years. These funds are set aside to help promote job growth in the county. We have been through two rounds, and administer loans through this vehicle. The same two people who work on all VEGI, TIF, and enterprise fund requests also work on the WCEDP with no new funding or support.

Comprehensive Economic Development Strategy Update: The Department of Economic Development is working to update the statewide comprehensive economic development strategy or CEDS, which was completed in the summer of 2014. Approval of the CEDS makes the entire state eligible to pursue funding from the EDA for economic development related projects. More important, the CEDS is a strategy to grow the Vermont economy. Keeping the CEDS a living document that is used by the Legislature, State agencies and departments and partner entities is the goal and the challenge going forward.

DFR: In 2015 ACCD entered into an MOU with the Department of Financial Regulation in order to respond to the regulatory evolution and increasing complexity of the eb-5 program. DFR now provides a regulatory function, which will help to further protect investors and strengthen this powerhouse of an economic development tool.

4. PROGRAM REPORTS

A. Business Recruitment, Retention and Expansion (BRE)

While all DED staff work directly with businesses on a wide variety of programs, and helps recruit new businesses, the Department has two dedicated full-time positions devoted to visiting with businesses. One is focused on manufacturing, technology, and entrepreneurial firms while the other primarily supports the “Green Economy” sectors of clean energy, working lands, environmental consulting and green building. In addition, the third person who calls on businesses has a specific focus on international trade and the assistance the department can provide.

The BRE staff is involved in a wide variety of areas to facilitate assistance for Vermont businesses to stay in Vermont and grow in Vermont. We complement the role of the regional development corporations and help facilitate access to state or private programs, services and resources.

Among the activities BRE staff perform:

- *Supply Chain Facilitation.* BRE staff connect Vermont companies when there is a potential synergy or a likely possibility for supply chain interaction. Not surprisingly, most Vermont companies are not fully versed in the diversity of capabilities of other Vermont companies.
- *Export Training.* BRE staff, working with the Vermont Manufacturing Extension Center, have assisted in recruiting companies for ExporTech, a National Institute of Standards and Technology (NIST)-developed intensive export training program that has trained 14 companies to date.
- *Interagency Collaboration Efforts.* BRE staff are working with other state agencies to pursue ways to effectively collaborate on job creation activities. For example, the department and the Agency of Agriculture are collaborating on working lands grants to businesses in the food, farm, and forestry sectors.
- *Grant Administration.* BRE staff work with RDC’s and economic development organizations to administer federal grants such as the Northern Border Regional Commission grants. In 2015, DED helped to administer and create a system to qualify and rank applications. NBRC allocated almost \$1.2mm to recipients in the Northeast Kingdom.
- BRE staff represent the department on boards including the Vermont Business and Industry Exposition, Working Lands Enterprise Board, the Vermont Environmental Consortium, the Clean Energy Development Fund and more.

For working lands business we have:

- Conducted on-site business support visits with 50 working lands businesses in the FY 2015.
- Helped lead the Working Lands Enterprise Initiative, alongside the Agency of Agriculture, Food, and Markets, and the Department of Forest, Parks, and Recreation (please see the Working Lands Annual Report for RBA measures of that program); served actively on the boards of key business associations including the Vermont Wood Manufacturer’s Association and the Vermont Environmental Consortium; and supported vital technical assistance providers, including the Farm and Forest Viability Program of the Vermont Housing & Conservation Board, and the Vermont Agricultural Development Program, via active involvement on their Boards.
- One staffer from DED served as a primary reviewer of the **142 WLEB applications we received**, which **requested \$5 million** in funding. Played a major role in helping the Board decide on the **funding of 36 projects**, for a **total State investment of \$1.2 million**, which in turn **leveraged an additional \$1.8 million in matching funds**.

Recruitment

DED works to attract business to start-up, relocate and/or expand to Vermont. While we do not have a dedicated staff, all the department works as a team to focus on increasing national perception and awareness of Vermont as a competitive location for a business to operate. As part of this strategy, various industry sectors and markets, such as environmental technology, aviation, specialty foods, and information technology, have been selected as being of specific benefit to the State. Recruitment marketing tactics are focused on enhancing Vermont's image as a business friendly state offering viable economic incentives and other competitive advantages such as our educated workforce, geographic proximity to major markets, and recognized quality of life. We actively market our applicable financial incentives, specifically Vermont Employment Growth Incentive (VEGI), VT Training Program (VTP), and VT Economic Development Authority (VEDA), as well as Vermont's unique position as a regional EB-5 center. Historically, Vermont targets prospects in small to midsize operations, from 20 to 400 employees, which complements the State's small scale and labor force.

Vermont Enterprise Fund: During this FY2016, we were able to locate a branch of a Canadian composites company into the Northeast Kingdom. This was the culmination of many months' effort and a \$200,000 allocation of enterprise funds (VEF) helped to close the deal. This was the first time we had such funds to augment our offering of VEGI and VTP funds. Used in this way the VEF is very helpful to our efforts.

Vermont Quebec Enterprise Initiative: Increasingly, we are focusing our recruiting efforts on Canadian and other foreign prospects. FY2016 brought a partnership with the Lake Champlain Regional Chamber of Commerce (LCRCC) to develop better trade relationships and business recruitment with the Province of Quebec. The Vermont Québec Initiative is a collaborative effort with the RDC's, the LCRCC, agencies in Quebec and the Department of Economic Development. The program is supported by \$100,000 appropriated in FY16. The LCRCC developed a two-year budget to carry out a variety of activities designed to network Vermont and Québec companies. We have already begun initial conversations with several companies considering Vermont everywhere from Brattleboro to Newport and northwestern Vermont.

Communications

In the last year the Department has created a strategy to better inform businesses and those in the economic development community of the programs and help the state can offer. Efforts in this arena have included:

- *ThinkVermont E-Newsletter:* Launched in 2014, it now reaches more than 2500 subscribers 4 times a year.
- *Social Media:* The Department maintains a Facebook and Twitter feed and posts regularly.
- *Marketing Plan:* We will implement the strategic ED marketing plan – which is being formulated as we write this- as much as we can with the funds and resources available via Tourism and Marketing, CMO office, and VT Life.

Regional Development Corporations

The Department provides contracts to the state's 12 Regional Development Corporations (RDCs). These organizations are part of the economic delivery system for the state and all areas of the state are served. The RDCs are independent, non-profit corporations that provide assistance to Vermont businesses with expansion, start-up and relocation to Vermont. They are the "eyes and ears" for the Agency on key issues and opportunities around the state. Each RDC leverages the state dollars with other private and/or public dollars from local communities to fund their operations. The regional network is critical as the needs of the various regions around the state vary depending on the needs of the regional economy. The RDCs are staffed by professionals and directed by independent boards of directors.

The performance contracts with the Regional Development Corporations ensure the activities are aligned with the statewide Comprehensive Economic Development Strategy and with requirements of Act 199. Among the measures required by these contracts:

- A minimum of 50 logged business visits per region.
- Hosting a minimum of four events a year, with at least one related to educating businesses in financing opportunities and one to workforce development and/or job fairs.
- Quarterly reports to DED as well as a communications outreach plan within the region.
- Updating and maintaining a database of available sites and buildings on the DED web site.
- Communicating regularly with its regional businesses via e-newsletters, web sites and social media.
- Reporting on how the RDC is working to contribute to the measurable goals stated in the Comprehensive Economic Development Strategy, particularly regarding access to financing, workforce and education, physical infrastructure, and business environment.
- A narrative that details the particular challenges a region may be facing and what measures are being proposed to address them.

For FY 2017 we intend to add a required peer to peer evaluation piece and professional development initiatives. There are about 5 new directors statewide and we need to ensure that the level of economic development proficiency is up to our standards.

B. Financial Services (Captive Insurance)

Financial Services promotes Vermont's leading position as the top US captive insurance domicile and seeks out new and diversified opportunities in complementary financial services industries.

To market effectively to our prospective clientele, various strategies are utilized. The department partners with the Captive Insurance Division of the Department of Financial Regulation and the Vermont Captive Insurance Association whenever possible to maximize resources and effectiveness. Tactics include speaking events throughout the country through "Business Development Road Shows," conferences, media events, trade shows, electronic newsletters, web promotion, direct marketing, networking and various other means.

- One ACCD employee recruits new companies to domicile captive insurance business in Vermont and/or set up complementary financial service companies' offices here.
- Vermont competes in a global marketplace and ranks as the third largest captive insurance domicile in the world, after Bermuda and the Cayman Islands. Nearly 40 other US states have captive insurance legislation and are actively seeking captive insurance companies, some of which are zero premium tax states or charge significantly less in premium taxes than Vermont.
- 2015 represented a particularly excellent year with 33 new captives formed (versus 16 in 2014) – 11 were re-domestications. Vermont had a stronger year than primary competitors the Cayman Islands and Bermuda who both licensed only 22.
- Our Dan Towle is ranked #19 on the "Power 50" list ranking the 50 most influential people in the world in captive insurance as voted by industry peers reported by a British publication and the deputy commissioner at DFR- is ranked #1. Vermont is the gold standard in this industry.
- Vermont won US Domicile of the Year by a worldwide captive publication
- The captive insurance program budget comprises special funds.

Program measures include:

- The captive insurance industry generates more than \$26 million in tax revenues and licensing fees to the state annually.

| Year | New Captives | Total Captives | Premium Taxes | Licenses & Fees | Gross Written Premium |
|------|--------------|----------------|---------------|-----------------|-----------------------|
| 2016 | 25* | 1087* | \$24,000,000* | \$2,430,000* | \$26,500,000,000* |
| 2015 | 33 | 1062 | \$23,998,000 | \$2,430,000* | \$26,500,000,000* |
| 2014 | 16 | 1029 | \$24,370,532 | \$2,300,000 | \$25,470,028,392 |
| 2013 | 29 | 1013 | \$24,844,875 | \$2,634,360 | \$27,573,365,791 |
| 2012 | 32 | 984 | \$24,216,614 | \$2,542,167 | \$27,525,581,940 |
| 2011 | 41 | 952 | \$23,987,405 | \$2,487,605 | \$26,666,634,251 |
| 2010 | 33 | 911 | \$23,544,181 | \$1,785,686 | \$25,401,473,436 |

*Projected figures for 2015 and 2016 (Data provided by the Department of Financial Regulation)

C. Vermont Employment Growth Incentive

The VEGI program continues to encourage the creation of good paying jobs and investment in Vermont that otherwise would not occur, generating new revenue to the state to support other programs. Applications are reviewed by the Vermont Economic Progress Council for consistency with nine program guidelines, including the quality of the jobs, and a rigorous cost-benefit analysis to calculate the level of new tax revenue a project will generate for the state. The Council also must determine that projects would not occur or would occur in a significantly different and less desirable manner if not for the incentives being authorized. Therefore, the projects generate new state tax revenues that would not have otherwise been realized. Those revenues pay the incentives and generate net new tax revenue for Vermont. There are no general funds being used in the payment of the incentives.

To earn the incentives, authorized companies must meet payroll, employment and capital investment performance requirements each year. Only when the Tax Department determines that the performance requirements are met and maintained, can the incentive be earned and paid out to the company in five annual installments.

In 2015 *The Vermont Employment Growth Incentive* approved nine business projects that will contribute an additional \$1.7 million in net new tax revenue (after the cost of the incentive) over the next five years. The businesses will create 332 new jobs with an average compensation of \$48,250, generating \$13.5 million in new, qualifying payroll.

Vermont companies such as GS Precision in Brattleboro, GW Plastics in Bethel, Maponics in White River Junction, Cabot Hosiery in Northfield, are expanding in Vermont and will be adding jobs in Vermont because of VEGI incentives.

| Est. Projected Direct and Indirect Economic Activity | 2007-2020 |
|--|-----------------------|
| Total Full-time Job Creation (Direct and Indirect): | 7,842 |
| New Qualifying FT Jobs | 3,249 |
| New Non-Qualifying FT Jobs | 687 |
| New Indirect Jobs | 3,906 |
| Total Retained Full Time Jobs | 5,535 |
| Total Qualifying Full Time Payroll: | \$147.3 million |
| Weighted Average Wage (Full time jobs) | \$45,101 |
| Average Total Compensation (Full Time jobs) | \$55,242 |
| Average % of Health Care Premium Paid by Employer | 73% |
| Total Qualifying Capital Investments | \$687.4 million |
| Approximate Value of Vermont Biz-to-Biz Interaction | \$167 million/Year |
| Total Net Revenue Return to Vermont: | \$26.2 million |
| Total Net New Revenue/Qualifying Job | \$8,074 / job* |

| Economic Activity 2007-2012 | Projected | Actual |
|--------------------------------------|-----------------------|-----------------------|
| New Qualifying Jobs | 2,166 | 3,897 |
| New Qualifying Payroll | \$100.8 million | \$242.6 million |
| New Capital Investments | \$443.8 million | \$623.4 million |
| Net Incentive Installments Paid: | \$11.9 million | \$10.4 million |
| Net Revenue Return to Vermont | \$14.7 million | \$36.6 million |
| Net New Revenue/New Qualifying Job | \$4,515 | 9,390* |

* Note: These figures do not represent a cost per job. They show the net new tax revenue generated to Vermont per new qualifying job created.

D. International Trade: EB-5 Regional Center and Vermont Global Trade Partnership

The International Trade effort has been expanded to include both export assistance to Vermont businesses through the Vermont Global Trade Partnership (see below) and foreign direct investment into Vermont. This includes the administration of the Vermont Regional Center, which is our EB-5 foreign investment program.

International Trade: Vermont Global Trade Partnership (VGTP) is Vermont's center for international business assistance. Formed in 2004, VGTP provides technical assistance and trade counseling, import and export leads, workshops, coordinated trade missions and trade shows, and many other useful services to help Vermont companies seeking to succeed in international markets. The VGTP team works with partners in US customs, Dept. of Commerce, the Small Business Administration, VEDA-EXIM bank, the Vermont Chamber, the VT Small Business Development Center network, Eastern Trade Council, The Council of State Governments, the VT Training Program, the Procurement Technical Assistance Center and others in serving Vermont's international trade needs.

In FY2016, VGTP was 1 of 40 states to receive a federal State Trade and Export Promotional (STEP IV) grant. The \$174,000 grant will allow VGTP to continue some of the work that was started with the STEP III grant. This work will include business export training and participation in international trade shows such as MEDICA – the world's largest medical trade show – in Germany; Aero Montreal where companies will have access to B2B meetings with Canadian OEM's, Systems integrators and SME's that represent Quebec's \$13.8 billion aerospace cluster; and Hannover Messe, which the United States is this year's partner country.

Highlights include:

- Applied and received \$174,461 STEP funding, which will open opportunities for Vermont small businesses to attend trade missions, individual export trade shows, utilize US Commercial Service, attend ExporTech training with 66% reimbursement, and assist with international marketing upgrades and material;
- Allowing two eligible Vermont small businesses to attend MEDICA 2015 - resulting in an estimated 2.5 million dollars in export sales over the next 12 months;
- Financially and logically assisting five eligible Vermont small businesses to attend Arab Health in Dubai joining the Best of New England booth. (This was the first time VGTP had a presence at this trade show, resulting in an expected 3.5 million dollars in export sales over the next 12 months.);
- Welcomed delegation visits from Korean Consul General, Head of US Cotton Council for China and North Asia and Consul General of Japan in Boston;
- Re-established relationships with Turkish Cultural Center of Vermont; this lead to new EB-5 investors and possible FDI opportunities.
- Conducted 30+ on site meetings with Vermont companies regarding international trade resources, background research regarding potential partners, including how to decide which trade shows best meet the companies structure; and,
- Development of new marketing strategies (ie., Look books, DED Newsletters, VMEC newsletter).

For FY 2017, VGTP will be taking significant steps to strengthen its relationships with Vermont's small businesses. This relationship building will start with many different training topics in partnership with our Regional Development Centers, US Commercial Services, VT Small Business Development Center and Vermont Chamber of Commerce.

Finally, as VGTP representatives traveled with companies to MEDICA, the aerospace trade shows, and Arab Health, we also engaged in cross-selling by marketing Vermont to foreign companies – via Foreign Direct Investment (FDI).

The Vermont EB-5 Regional Center is our EB-5 foreign investment arm. The Center enters into memorandums of understanding with projects seeking foreign investors through the federal EB-5 program. Congress recently extended the program until the federal year end 9/30/16. In August of 2015, Gene Fullam assumed leadership of Vermont's EB-5 Regional Center. As its new Director, Fullam brings extensive experience in corporate finance, private placements and other aspects of investment banking, that serve the agency well.

Since his arrival, Fullam has initiated, along with DFR's input, several new processes and practices: notably minimum credit quality standards for all new and existing projects; an optimal MOU that is now the standard for all projects; and, more comprehensive PPM disclosure consistent with that done in the public markets.

As of December 30, 2015, approximately \$563,000,000 has been invested in projects via the Vermont EB-5 Regional Center, totaling over seven hundred seventy-one (771) I-526 petitions and three hundred fifty-five (355) I-829 approvals. Seven different new enterprise projects have received USCIS I-829 approvals (for citizenship by investors in EB-5 projects). For the same period, we calculate some 2,385 direct, indirect and induced jobs are being supported via EB-5 investment in the State of Vermont. Sadly, we report, the closing of Seldon Technologies in 2015 and the prospective loss of some 31 jobs. However, we note that the Regional Center is working with legal counsel for the company to assure final I-829 reporting and partial repayment of EB-5 loaned investment capital.

In fiscal year (FY) 2015, the Vermont Regional Center was again recognized by IIUSA, this time for its I-829 Approval Club Award (reflecting the number of approvals obtained in FY 2015). This follows receipt of the same award by IIUSA in FY 2014.

Projects to date include Country Home Products, Mount Snow, SouthFace Village at Okemo, Stowe Aviation, Sugarbush Resort, Trapp Family Lodge and several Jay Peak projects. Anticipated new and follow-on projects for 2016 include: Quechee Lakes and Mount Snow Phase II.

For 2016, the Regional Center is taking additional steps in the face of mounting competition to strengthen its programs. For example, the Regional Center, through its partnership with DFR, is already in the process of scheduling quarterly due diligence meetings with respective projects for 2016. Due diligence surveillance was recently completed for all current Vermont EB-5 projects for the 2015 reporting period. In addition, after reviewing the increasingly competitive landscape of Regional Centers across the country (which now number more than 700), the Vermont Regional Center has increased its fees to help provide the funds necessary to sufficiently oversee and market projects. The goal is to create enough revenue to pay for the oversight provided by DFR. Additionally, come January 2017 we may have a requirement – contingent upon reauthorization bill and its contents- to fund an 'Integrity Fund' which enables USCIS to audit Regional Centers.

E. Procurement Technical Assistance Center (PTAC)

The six full-time counselors with the Procurement Technical Assistance Center work closely with businesses around the state to help them navigate the often-complicated processes of applying for contracts from federal, state and municipal government organizations.

This is accomplished through a grant with the Defense Logistics Agency and State General Funds.

The Vermont Procurement Technical Assistance Center had a stellar year, garnering more than 566 Contracts totaling \$105 Million in government contracts that went to 94 Vermont businesses. Vermont's PTAC is currently working with 719 active businesses and in 2015 met with 130 new businesses and had 1,858 follow-up meetings.

Some examples of the work: In FY 15, the Vermont National Guard requested assistance from the Vermont PTAC with finding vendors for Uniform Alterations. We have two Counselors Brenda Plastridge and Craig Baden, that successfully worked with two clients in preparing bid proposals and were successfully awarded the contracts. Diana Lopez of Vermont Sewing School and Lee Anthony Fabric's will be providing alterations to guard members stationed in Lyndonville, Newport and Bradford in the amount of \$13,460. Evergreen Alterations was awarded five contracts totaling \$85,318.

Ed Williams, Procurement Counselor for Springfield was contacted by David Thurber, of EME Management Inc., Dba Springfield Paving, who had a pending award with the Army Corps of Engineers that could not be assigned because his System for Award Management registration was not active. David advised Ed that he had been attempting for days but was consistently receiving errors which prevented him from becoming active. Recognizing David's immediate need to activate his registration, Ed suggested that he meet with David at his office immediately. Ed was able to assist David in resolving the SAM issues and his registration was submitted that day. The following day David received a Contract award from the USACE New England District for \$85,631 for reclamation and repaving of the Townshend Dam Road. Had it not been for the quick action of the PTAC and the efficiency of the current SAM turnaround of submitted registrations, this small business could have lost this contract.

Heidi Eichendberger, Owner of the Hearing Center of Vermont met Brenda Plastridge in spring of 2014 during the Newport Home show. Being new to the state, Heidi was very impressed with all that was offered through the Department of Economic Development. "I did not know, however, that I could really benefit from this organization, after all, we were busy setting up our business!" stated Heidi. Several months later, after attending a workshop offered by the PTAC, Heidi was sold on the benefits of signing up with this program. "Brenda was helpful, gracious, knowledgeable and demonstrated the resources available to us. She even came to our office in order to make the meeting with her easier. Within two months of working with Brenda, we obtained our first contract with the local prison, thanks to PTAC and Brenda Plastridge." PTAC provides a crucial service to the mainly small businesses it supports.

G. Vermont Training Program (VTP)

Workforce training has been named one of the four most critical areas for the state to address in Vermont 2020, the statewide Comprehensive Economic Development Strategy. The Vermont Training Program partners with employers and training providers to train Vermont's employees for the jobs of tomorrow. VTP provides performance-based workforce grants for: pre-employment training, training for new hires and incumbent workers. Training can either be on-site or through a training provider/vendor. Grants may cover up to 50% of the training cost. The VTP has been assisting with the training of Vermont's employees for over 30 years.

Fiscal year 2015 was a busy and successful year for the Vermont Training Program. Over 3200 Vermont workers including 82 new hires were trained under the program through both on-site as well as classroom training. Of the total 271 companies served, 91 of them have 49 employees or less. Fourteen training providers were awarded grants and they served 244 businesses across the State. Advanced manufacturing skills such as Lean Technology were the most sought after but Computer Aided Design and Computer Numerical Control were also popular requests. CNC skills were trained in traditional metal fabricators but were needed in wood prefabrication companies as well. Leadership training was a popular training request as businesses continue to adjust to workforce needs and challenges. Trade skills in HVAC, welding and electrical repair were requested either through a training provider or an individual business application. Software and IT training was also requested as more businesses are continuing to streamline their processes with the support of various software. Businesses continue to train internally as the number of incumbent employees trained is a majority of the applications for both skill upgrades as well as advancement in position.

VTP works closely with other departments to leverage other available funds and strategically determine how to best meet new and existing needs. Since development of a workforce ‘pipeline’ is of crucial importance for FY 17 staff is recommending a carve out of 10% of the allocated funds to be used on employers who are developing programming at college, high school, and earlier levels to introduce and prepare students for the jobs and careers of the future. Additionally, we will develop a workforce needs assessment.

**FISCAL YEAR 2017 BUDGET
DEPARTMENT PROGRAM PROFILE**

| DEPARTMENT: | ECONOMIC DEVELOPMENT | | | | | | |
|--|--|-----------|----------------------------|------------|------------------|----------------------|---------------------|
| | Name and brief narrative description of program (not to exceed 2 sentences for each) | GF \$\$ | Spec F (incl tobacco) \$\$ | Fed F \$\$ | Total funds \$\$ | Authorized Positions | Amounts granted out |
| ECONOMIC ADMINISTRATION | | | | | | | |
| FY 2015 expenditures | Provides management and oversight for the Economic Dev. Department and all its programs. | 262,605 | 7,005 | | 269,610 | 2 | 0 |
| FY 2016 estimated expenditures | This include budgets, personnel, performance management and operations of the department and programs. | 250,630 | 8,000 | | 258,630 | 2 | 0 |
| FY 2017 budget request | | 261,033 | 2,000 | | 263,033 | 2 | 0 |
| BUSINESS SUPPORT | | | | | | | |
| FY 2015 expenditures | Assists new or expanding companies operating in Vermont through locating facilities, financing, entrepreneurship, and permit assistance by direct client interaction and partnership with the Regional Development Corporations. Develops focused marketing packages to reach specific industries/businesses in a geographic region. | 2,042,754 | | 26 | 2,042,780 | 3 | 486,565 |
| FY 2016 estimated expenditures | Administers the grant programs including Regional Development Corporations. | 2,091,840 | | | 2,091,840 | 3 | 504,080 |
| FY 2017 budget request | | 2,071,826 | | 319,530 | 2,391,356 | 3 | 484,650 |
| FINANCIAL SERVICES | | | | | | | |
| FY 2015 expenditures | Promotes and strengthens Vermont's top position as a U.S. captive domicile. Seeks out new and diversified opportunities within financial services. | | 610,350 | | 610,350 | 2 | 30,000 |
| FY 2016 estimated expenditures | | | 630,350 | | 630,350 | 1 | 20,000 |
| FY 2017 budget request | | | 530,350 | | 530,350 | 1 | 0 |
| PROCUREMENT TECHNICAL ASSISTANCE CENTER | | | | | | | |
| FY 2015 expenditures | Responsible for contract bid opportunities from federal, state and local governments, and private sector organizations for VT businesses. Maintains an electronic bulletin board to promote VT business networking and to provide informational resources. | 298,884 | 28,345 | 395,748 | 722,977 | 6 | 89,252 |
| FY 2016 estimated expenditures | | 315,279 | | 424,230 | 739,509 | 6 | 0 |
| FY 2017 budget request | | 337,118 | | 439,375 | 776,493 | 6 | 107,445 |
| INTERNATIONAL TRADE | | | | | | | |
| FY 2015 expenditures | Provides technical support and training to businesses, interfaces with various international trade components of federal government, and supports international trade missions. Administers Vermont's EB5 Regional Center to attract foreign investment to approved projects. | 208,777 | 65,039 | 253,262 | 527,078 | 2 | 16,964 |
| FY 2016 estimated expenditures | | 265,979 | 231,300 | 314,008 | 811,287 | 2 | 90,000 |
| FY 2017 budget request | | 266,648 | 235,600 | 174,211 | 676,459 | 2 | 95,000 |

**FISCAL YEAR 2017 BUDGET
DEPARTMENT PROGRAM PROFILE**

| DEPARTMENT: | ECONOMIC DEVELOPMENT | | | | | | |
|-------------------------------------|---|------------------|----------------------------|----------------|------------------|----------------------|---------------------|
| | Name and brief narrative description of program (not to exceed 2 sentences for each) | GF \$\$ | Spec F (incl tobacco) \$\$ | Fed F \$\$ | Total funds \$\$ | Authorized Positions | Amounts granted out |
| VT ECONOMIC PROGRESS COUNCIL | | | | | | | |
| FY 2015 expenditures | VEPC is an independent Council created by statute, housed within ACCD, and consisting of two staff (one appointed by the Governor and one classified) an eleven-member board (nine appointed by the Governor and two appointed by the General Assembly) and non-voting regional representatives designated by the RDCs and RPCs. VEPC administers the application and authorization portion of the Vermont Employment Growth Incentive Program (claim portion administered by the Tax Department), the Tax Increment Finance District Program, and the Windham County Economic Development Program. | 214,604 | | | 214,604 | 2 | 0 |
| FY 2016 estimated expenditures | | 211,255 | 60,000 | | 271,255 | 2 | 0 |
| FY 2017 budget request | | 236,542 | | | 236,542 | 2 | 0 |
| VERMONT TRAINING PROGRAM | | | | | | | |
| FY 2015 expenditures | The VTP promotes business expansion and relocation to Vermont by working with employers and training providers to upgrade the skills of the Vermont workforce. Provides skills training for new positions and upgrades the skills of incumbent workers. | 939,401 | | | 939,401 | 1 | 810,128 |
| FY 2016 estimated expenditures | | 1,428,651 | | | 1,428,651 | 1 | 1,307,741 |
| FY 2017 budget request | | 1,427,212 | | | 1,427,212 | 1 | 1,307,741 |
| | | | | | | | |
| Total Department | FY 2015 expenditures | 3,967,025 | 710,739 | 649,036 | 5,326,800 | 18 | 1,432,909 |
| | FY 2016 estimated expenditures | 4,563,634 | 929,650 | 738,238 | 6,231,522 | 17 | 1,921,821 |
| | FY 2017 budget request | 4,600,379 | 767,950 | 933,116 | 6,301,445 | 17 | 1,994,836 |

Department of Housing & Community Development

Noelle MacKay, Commissioner

Josh Hanford, Deputy Commissioner

| | |
|---|--------------|
| Housing & Community Development | \$ 9,179,169 |
| Comm. Dev. Block Grants | \$6,249,045 |
| Downtown Transp. and Capital Improvement Fund | \$429,479 |
| FY 2017 Governor's Recommend | \$15,857,693 |

Fiscal Year 2017 Budget Changes by Dept. - Housing and Community Development

By Func

| | General \$\$ | Special \$\$ | Federal \$\$ | Interdept'l Transfer \$\$ | Total \$\$ |
|---|------------------|------------------|------------------|------------------------------|-------------------|
| Approp #1 Housing and Community Development: FY 16 Approp | 2,536,040 | 4,530,732 | 2,064,555 | 142,082 | 9,273,409 |
| ACT 58, FY 16 Internal Service Reductions | (10,519) | | | | (10,519) |
| Approp #1, FY 2016 Approp Amended | 2,525,521 | 4,530,732 | 2,064,555 | 142,082 | 9,262,890 |
| Salary/Benefits net increase | 84,592 | | | | 84,592 |
| Insurance (General Liab, W/C, Prop) increase | 4,193 | | | | 4,193 |
| Historic Sites admissions/gift shop fees reduction | | (4,548) | | | (4,548) |
| Mobile Home Park lot fee spending authority adjustment | | 1,500 | | | 1,500 |
| Archaeology database spending authority adjustment | | (19,550) | | | (19,550) |
| Archaeology Center box and artifact fees spending authority adjustment | | 15,000 | | | 15,000 |
| CDBG workshops spending authority increase | | 425 | | | 425 |
| Assistance for Buyouts -VT Housing Conservation Board completed projects | | (100,000) | | | (100,000) |
| HUD -HOME Program spending authority adjustment | | | 59,871 | | 59,871 |
| HUD -CDBG -Disaster Recovery II Program Administration reduction for completed projects | | | (113,053) | | (113,053) |
| National Park Service (NPS) -Funding Historic Preservation CLG Grant authority adjustment | | | 48,125 | | 48,125 |
| HUD -CDBG -State Program Administration spending authority adjustment | | | 14,434 | | 14,434 |
| Completion of EDA/VT Economic Resiliency Initiative Grant | | | (49,069) | | (49,069) |
| ANR -Electric Car Program grants -pass-thru to municipalities Comm Planning & Revitalization Program reduction for completed projects | | | | (30,715) | (30,715) |
| AOT -Chimney Point restoration reduction for completed projects | | | | (4,908) | (4,908) |
| AOT -Archaeology month/Heritage Center spending authority adjustment | 9,000 | | | 8,349 | 17,349 |
| ANR -Low Impact Development (LID) completion | | | | (7,367) | (7,367) |
| Total Additions/(Reductions) FY 2017 to reach Gov Rec | 97,785 | (107,173) | (39,692) | (34,641) | (83,721) |
| Approp #1 FY 17 Governor's Recommend | 2,623,306 | 4,423,559 | 2,024,863 | 107,441 | 9,179,169 |
| Approp #2 Community Development Block Grants: FY 2016 Approp | | | 6,174,938 | | 6,174,938 |
| HUD -CDBG -State Program spending authority adjustment | | | 74,107 | | 74,107 |
| | | | | | 0 |
| Total Additions/(Reductions) FY 2017 to reach Gov Rec | 0 | 0 | 74,107 | 0 | 74,107 |
| Approp #2 FY 2017 Governor Recommend | 0 | 0 | 6,249,045 | 0 | 6,249,045 |
| Approp #3 Downtown Transp and Capital Impr Fund: FY 2016 Approp | 0 | 423,966 | 0 | 0 | 423,966 |
| DT Transportation and Capital Improvement Fund spending authority increase | | 5,513 | | | 5,513 |
| Total Additions/(Reductions) FY 2017 to reach Gov Rec | 0 | 5,513 | 0 | 0 | 5,513 |
| Approp #3 FY 2017 Governor Recommend | 0 | 429,479 | 0 | 0 | 429,479 |
| Housing and Community Development FY 2017 Governor Recommend | 2,623,306 | 4,853,038 | 8,273,908 | 107,441 | 15,857,693 |

Organization: DEPT. OF HOUSING AND COMMUNITY DEVELOPMENT

Budget Rollup

Budget Object Group: 1. PERSONAL SERVICES

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-----------------------|---|---|---|--|--|
| Salaries and Wages | 2,503,910 | 2,673,332 | 2,673,332 | 2,623,592 | (49,740) | -1.9% |
| Fringe Benefits | 1,105,763 | 1,263,067 | 1,263,067 | 1,320,794 | 57,727 | 4.6% |
| Contracted and 3rd Party Service | 3,136,793 | 3,083,667 | 3,083,667 | 3,066,667 | (17,000) | -0.6% |
| PerDiem and Other Personal Services | 6,906 | 7,600 | 7,600 | 23,130 | 15,530 | 204.3% |
| Budget Object Group Total: 1. PERSONAL SERVICES | 6,753,373 | 7,027,666 | 7,027,666 | 7,034,183 | 6,517 | 0.1% |

Budget Object Group: 2. OPERATING

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-----------------------|---|---|---|--|--|
| Equipment | 33,221 | 34,533 | 34,533 | 31,780 | (2,753) | -8.0% |
| IT/Telecom Services and Equipment | 50,309 | 63,074 | 63,074 | 56,976 | (6,098) | -9.7% |
| Travel | 61,844 | 114,819 | 114,819 | 93,206 | (21,613) | -18.8% |
| Supplies | 77,358 | 100,358 | 100,358 | 94,765 | (5,593) | -5.6% |
| Other Purchased Services | 177,263 | 178,604 | 178,604 | 184,230 | 5,626 | 3.1% |
| Other Operating Expenses | 163,997 | 141,279 | 141,279 | 186,437 | 45,158 | 32.0% |
| Rental Other | 13,467 | 15,583 | 15,583 | 20,200 | 4,617 | 29.6% |
| Rental Property | 27,408 | 85,682 | 85,682 | 69,870 | (15,812) | -18.5% |
| Property and Maintenance | 132,139 | 158,639 | 158,639 | 144,637 | (14,002) | -8.8% |
| Budget Object Group Total: 2. OPERATING | 737,007 | 892,571 | 892,571 | 882,101 | (10,470) | -1.2% |

Organization: DEPT. OF HOUSING AND COMMUNITY DEVELOPMENT

Budget Object Group: 3. GRANTS

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|-----------------------|---|---|---|--|--|
| Grants Rollup | 12,343,891 | 7,952,076 | 7,952,076 | 7,941,409 | (10,667) | -0.1% |
| Budget Object Group Total: 3. GRANTS | 12,343,891 | 7,952,076 | 7,952,076 | 7,941,409 | (10,667) | -0.1% |

| | | | | | | |
|-----------------------|-------------------|-------------------|-------------------|-------------------|-----------------|--------------|
| Total Expenses | 19,834,271 | 15,872,313 | 15,872,313 | 15,857,693 | (14,620) | -0.1% |
|-----------------------|-------------------|-------------------|-------------------|-------------------|-----------------|--------------|

| Fund Name | | | | | | |
|--------------------|-------------------|-------------------|-------------------|-------------------|-----------------|--------------|
| General Funds | 2,513,624 | 2,536,040 | 2,536,040 | 2,623,306 | 87,266 | 3.4% |
| Special Fund | 4,437,978 | 4,954,698 | 4,954,698 | 4,853,038 | (101,660) | -2.1% |
| Federal Funds | 12,718,640 | 8,239,493 | 8,239,493 | 8,273,908 | 34,415 | 0.4% |
| IDT Funds | 164,030 | 142,082 | 142,082 | 107,441 | (34,641) | -24.4% |
| Funds Total | 19,834,271 | 15,872,313 | 15,872,313 | 15,857,693 | (14,620) | -0.1% |

| | | | | | | |
|----------------|--|--|--|-------|--|--|
| Position Count | | | | 39 | | |
| FTE Total | | | | 38.69 | | |

Organization: DEPT. OF HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

Budget Object Group: 1. PERSONAL SERVICES

| Salaries and Wages | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|----------------------------------|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Classified Employees | 500000 | 2,503,290 | 2,160,488 | 2,160,488 | 2,094,451 | (66,037) | -3.1% |
| Exempt | 500010 | 0 | 322,067 | 322,067 | 325,956 | 3,889 | 1.2% |
| Temporary Employees | 500040 | 0 | 204,345 | 204,345 | 217,311 | 12,966 | 6.3% |
| Overtime | 500060 | 621 | 0 | 0 | 0 | 0 | 0.0% |
| Vacancy Turnover Savings | 508000 | 0 | (13,568) | (13,568) | (14,126) | (558) | 4.1% |
| Total: Salaries and Wages | | 2,503,910 | 2,673,332 | 2,673,332 | 2,623,592 | (49,740) | -1.9% |

| Fringe Benefits | | | | | | | |
|-------------------------------|-------------|------------------|------------------|------------------|------------------|---------------|-------------|
| Description | Code | | | | | | |
| FICA - Classified Employees | 501000 | 185,281 | 165,272 | 165,272 | 160,231 | (5,041) | -3.1% |
| FICA - Exempt | 501010 | 0 | 24,637 | 24,637 | 24,934 | 297 | 1.2% |
| Health Ins - Classified Empl | 501500 | 472,348 | 545,210 | 545,210 | 572,729 | 27,519 | 5.0% |
| Health Ins - Exempt | 501510 | 0 | 44,102 | 44,102 | 69,802 | 25,700 | 58.3% |
| Retirement - Classified Empl | 502000 | 375,500 | 369,661 | 369,661 | 379,528 | 9,867 | 2.7% |
| Retirement - Exempt | 502010 | 0 | 43,048 | 43,048 | 36,423 | (6,625) | -15.4% |
| Dental - Classified Employees | 502500 | 28,266 | 36,779 | 36,779 | 29,053 | (7,726) | -21.0% |
| Dental - Exempt | 502510 | 0 | 3,976 | 3,976 | 3,321 | (655) | -16.5% |
| Life Ins - Classified Empl | 503000 | 6,706 | 6,729 | 6,729 | 6,276 | (453) | -6.7% |
| Life Ins - Exempt | 503010 | 0 | 272 | 272 | 556 | 284 | 104.4% |
| LTD - Classified Employees | 503500 | 1,114 | 853 | 853 | 355 | (498) | -58.4% |
| LTD - Exempt | 503510 | 0 | 738 | 738 | 750 | 12 | 1.6% |
| EAP - Classified Empl | 504000 | 1,127 | 1,105 | 1,105 | 1,053 | (52) | -4.7% |
| EAP - Exempt | 504010 | 0 | 120 | 120 | 121 | 1 | 0.8% |
| Workers Comp - Ins Premium | 505200 | 22,678 | 8,438 | 8,438 | 12,485 | 4,047 | 48.0% |
| Unemployment Compensation | 505500 | 12,129 | 11,280 | 11,280 | 22,330 | 11,050 | 98.0% |
| Catamount Health Assessment | 505700 | 615 | 847 | 847 | 847 | 0 | 0.0% |
| Total: Fringe Benefits | | 1,105,763 | 1,263,067 | 1,263,067 | 1,320,794 | 57,727 | 4.6% |

Organization: DEPT. OF HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| Contracted and 3rd Party Service | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Contr&3Rd Pty-Educ & Training | 507350 | 5,000 | 0 | 0 | 0 | 0 | 0.0% |
| Contr-Compsoftware-Sysdevelop | 507553 | 106,262 | 59,000 | 59,000 | 49,000 | (10,000) | -16.9% |
| Advertising/Marketing-Other | 507563 | 11,234 | 0 | 0 | 0 | 0 | 0.0% |
| Other Contr and 3Rd Pty Serv | 507600 | 3,014,297 | 3,024,667 | 3,024,667 | 3,017,667 | (7,000) | -0.2% |
| Total: Contracted and 3rd Party Service | | 3,136,793 | 3,083,667 | 3,083,667 | 3,066,667 | (17,000) | -0.6% |

| PerDiem and Other Personal Services | | | | | | | |
|---|-------------|------------------|------------------|------------------|------------------|---------------|---------------|
| Description | Code | | | | | | |
| Per Diem | 506000 | 6,850 | 7,600 | 7,600 | 8,000 | 400 | 5.3% |
| Other Pers Serv | 506200 | 0 | 0 | 0 | 15,130 | 15,130 | 0.0% |
| Service of Papers | 506240 | 56 | 0 | 0 | 0 | 0 | 0.0% |
| Total: PerDiem and Other Personal Services | | 6,906 | 7,600 | 7,600 | 23,130 | 15,530 | 204.3% |
| Total: 1. PERSONAL SERVICES | | 6,753,373 | 7,027,666 | 7,027,666 | 7,034,183 | 6,517 | 0.1% |

Budget Object Group: 2. OPERATING

| Equipment | | | | | | | |
|--------------------------------|-------------|---------------|---------------|---------------|---------------|----------------|--------------|
| Description | Code | | | | | | |
| Hardware - Desktop & Laptop Pc | 522216 | 15,008 | 14,500 | 14,500 | 19,480 | 4,980 | 34.3% |
| Hw - Printers,Copiers,Scanners | 522217 | 160 | 0 | 0 | 0 | 0 | 0.0% |
| Other Equipment | 522400 | 12,931 | 17,533 | 17,533 | 8,500 | (9,033) | -51.5% |
| Furniture & Fixtures | 522700 | 5,122 | 2,500 | 2,500 | 3,800 | 1,300 | 52.0% |
| Total: Equipment | | 33,221 | 34,533 | 34,533 | 31,780 | (2,753) | -8.0% |

Organization: DEPT. OF HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| IT/Telecom Services and Equipment | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Tele-Internet-Dsl-Cable Modem | 516626 | 1,351 | 2,000 | 2,000 | 2,000 | 0 | 0.0% |
| Telecom-Data Telecom Services | 516651 | 233 | 233 | 233 | 235 | 2 | 0.9% |
| Telecom-Long Distance Service | 516655 | 261 | 2,000 | 2,000 | 4,750 | 2,750 | 137.5% |
| Telecom-Conf Calling Services | 516658 | 893 | 1,300 | 1,300 | 1,450 | 150 | 11.5% |
| Telecom-Wireless Phone Service | 516659 | 4,000 | 4,926 | 4,926 | 4,637 | (289) | -5.9% |
| It Intsvccost-Vision/Isdassess | 516671 | 2,285 | 2,471 | 2,471 | 2,506 | 35 | 1.4% |
| It Intsvccost- Dii - Telephone | 516672 | 13,259 | 13,557 | 13,557 | 13,361 | (196) | -1.4% |
| It Inter Svc Cost User Support | 516678 | 11,183 | 17,488 | 17,488 | 12,792 | (4,696) | -26.9% |
| Hw - Other Info Tech | 522200 | 1,305 | 2,360 | 2,360 | 2,360 | 0 | 0.0% |
| Hardware-Telephone User Equip | 522219 | 195 | 1,250 | 1,250 | 3,600 | 2,350 | 188.0% |
| Software - Other | 522220 | 1,898 | 3,183 | 3,183 | 3,594 | 411 | 12.9% |
| Software - Office Technology | 522221 | 672 | 750 | 750 | 1,000 | 250 | 33.3% |
| Sw-Database&Management Sys | 522222 | 6,236 | 6,800 | 6,800 | 0 | (6,800) | -100.0% |
| Software-Gis | 522223 | 2,280 | 2,356 | 2,356 | 4,691 | 2,335 | 99.1% |
| Hw-Personal Mobile Devices | 522258 | 4,258 | 2,400 | 2,400 | 0 | (2,400) | -100.0% |
| Total: IT/Telecom Services and Equipment | | 50,309 | 63,074 | 63,074 | 56,976 | (6,098) | -9.7% |

| Other Operating Expenses | | | | | | | |
|--|-------------|----------------|----------------|----------------|----------------|---------------|--------------|
| Description | Code | | | | | | |
| Single Audit Allocation | 523620 | 47,725 | 14,400 | 14,400 | 49,504 | 35,104 | 243.8% |
| Registration & Identification | 523640 | 305 | 260 | 260 | 350 | 90 | 34.6% |
| Taxes | 523660 | 7,990 | 8,619 | 8,619 | 9,000 | 381 | 4.4% |
| Bank Service Charges | 524000 | 15 | 0 | 0 | 6,800 | 6,800 | 0.0% |
| Reimbursement of Petty Cash | 525050 | 7 | 0 | 0 | 0 | 0 | 0.0% |
| Cost of Stock Items Sold | 525290 | 107,956 | 118,000 | 118,000 | 120,783 | 2,783 | 2.4% |
| Total: Other Operating Expenses | | 163,997 | 141,279 | 141,279 | 186,437 | 45,158 | 32.0% |

Organization: DEPT. OF HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| Property and Maintenance | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Water/Sewer | 510000 | 16,576 | 12,875 | 12,875 | 14,000 | 1,125 | 8.7% |
| Rubbish Removal | 510210 | 4,998 | 4,975 | 4,975 | 5,200 | 225 | 4.5% |
| Snow Removal | 510300 | 28,978 | 39,465 | 39,465 | 37,000 | (2,465) | -6.2% |
| Custodial | 510400 | 8,095 | 10,138 | 10,138 | 9,000 | (1,138) | -11.2% |
| Lawn Maintenance | 510520 | 40,063 | 45,450 | 45,450 | 40,490 | (4,960) | -10.9% |
| Repair & Maint - Buildings | 512000 | 858 | 2,325 | 2,325 | 24,000 | 21,675 | 932.3% |
| Plumbing & Heating Systems | 512010 | 9,742 | 17,400 | 17,400 | 10,000 | (7,400) | -42.5% |
| Repair & Maint - Office Tech | 513010 | 4,157 | 4,956 | 4,956 | 3,548 | (1,408) | -28.4% |
| Other Repair & Maint Serv | 513200 | 18,302 | 21,055 | 21,055 | 399 | (20,656) | -98.1% |
| Repair&Maint-Property/Grounds | 513210 | 370 | 0 | 0 | 1,000 | 1,000 | 0.0% |
| Total: Property and Maintenance | | 132,139 | 158,639 | 158,639 | 144,637 | (14,002) | -8.8% |

| Rental Other | | | | | | | |
|----------------------------|-------------|---------------|---------------|---------------|---------------|--------------|--------------|
| Description | Code | | | | | | |
| Rental - Other | 515000 | 13,467 | 15,583 | 15,583 | 20,200 | 4,617 | 29.6% |
| Total: Rental Other | | 13,467 | 15,583 | 15,583 | 20,200 | 4,617 | 29.6% |

| Rental Property | | | | | | | |
|--------------------------------|-------------|---------------|---------------|---------------|---------------|-----------------|---------------|
| Description | Code | | | | | | |
| Rent Land & Bldgs-Office Space | 514000 | 20,930 | 79,385 | 79,385 | 63,766 | (15,619) | -19.7% |
| Rent Land&Bldgs-Non-Office | 514010 | 6,478 | 6,297 | 6,297 | 6,104 | (193) | -3.1% |
| Total: Rental Property | | 27,408 | 85,682 | 85,682 | 69,870 | (15,812) | -18.5% |

Organization: DEPT. OF HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------------------|--------|----------------|--|---|--|--|--|
| Supplies | | | | | | | |
| Description | Code | | | | | | |
| Office Supplies | 520000 | 4,420 | 8,181 | 8,181 | 10,125 | 1,944 | 23.8% |
| Vehicle & Equip Supplies&Fuel | 520100 | 135 | 2,530 | 2,530 | 0 | (2,530) | -100.0% |
| Gasoline | 520110 | 2,326 | 1,870 | 1,870 | 3,570 | 1,700 | 90.9% |
| Diesel | 520120 | 563 | 0 | 0 | 0 | 0 | 0.0% |
| Building Maintenance Supplies | 520200 | 2,255 | 1,400 | 1,400 | 4,100 | 2,700 | 192.9% |
| Plumbing, Heating & Vent | 520210 | 2,718 | 2,450 | 2,450 | 3,500 | 1,050 | 42.9% |
| Heating & Ventilation | 520211 | 603 | 2,450 | 2,450 | 0 | (2,450) | -100.0% |
| Small Tools | 520220 | 5 | 700 | 700 | 200 | (500) | -71.4% |
| Electrical Supplies | 520230 | 877 | 500 | 500 | 500 | 0 | 0.0% |
| Other General Supplies | 520500 | 4,642 | 5,349 | 5,349 | 9,000 | 3,651 | 68.3% |
| It & Data Processing Supplies | 520510 | 1,572 | 2,700 | 2,700 | 2,150 | (550) | -20.4% |
| Agric, Hort, Wildlife | 520580 | 1,554 | 1,203 | 1,203 | 1,200 | (3) | -0.2% |
| Fire, Protection & Safety | 520590 | 695 | 1,610 | 1,610 | 1,600 | (10) | -0.6% |
| Food | 520700 | 145 | 300 | 300 | 0 | (300) | -100.0% |
| Electricity | 521100 | 31,939 | 34,725 | 34,725 | 35,000 | 275 | 0.8% |
| Heating Oil #2 | 521220 | 14,098 | 15,000 | 15,000 | 15,000 | 0 | 0.0% |
| Propane Gas | 521320 | 4,725 | 13,650 | 13,650 | 7,000 | (6,650) | -48.7% |
| Books&Periodicals-Library/Educ | 521500 | 0 | 700 | 700 | 700 | 0 | 0.0% |
| Subscriptions | 521510 | 720 | 1,100 | 1,100 | 1,120 | 20 | 1.8% |
| Subscriptions Other Info Serv | 521515 | 26 | 0 | 0 | 0 | 0 | 0.0% |
| Road Supplies and Materials | 521600 | 45 | 100 | 100 | 0 | (100) | -100.0% |
| Household, Facility&Lab Suppl | 521800 | 2,364 | 2,840 | 2,840 | 0 | (2,840) | -100.0% |
| Paper Products | 521820 | 930 | 1,000 | 1,000 | 0 | (1,000) | -100.0% |
| Total: Supplies | | 77,358 | 100,358 | 100,358 | 94,765 | (5,593) | -5.6% |

Organization: DEPT. OF HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| Other Purchased Services | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Insurance Other Than Empl Bene | 516000 | 21,993 | 25,901 | 25,901 | 27,489 | 1,588 | 6.1% |
| Insurance - General Liability | 516010 | 20,022 | 5,603 | 5,603 | 5,521 | (82) | -1.5% |
| Dues | 516500 | 15,455 | 16,406 | 16,406 | 15,960 | (446) | -2.7% |
| Licenses | 516550 | 65 | 0 | 0 | 0 | 0 | 0.0% |
| Telecom-Mobile Wireless Data | 516623 | 5,320 | 5,610 | 5,610 | 6,350 | 740 | 13.2% |
| Telecom-Telephone Services | 516652 | 8,666 | 8,119 | 8,119 | 4,950 | (3,169) | -39.0% |
| It Int Svc Dii Allocated Fee | 516685 | 44,102 | 42,398 | 42,398 | 40,953 | (1,445) | -3.4% |
| Advertising-Print | 516813 | 9,372 | 6,875 | 6,875 | 10,000 | 3,125 | 45.5% |
| Advertising-Web | 516814 | 358 | 150 | 150 | 500 | 350 | 233.3% |
| Advertising-Other | 516815 | 15,655 | 30,740 | 30,740 | 27,460 | (3,280) | -10.7% |
| Advertising - Job Vacancies | 516820 | 2,956 | 1,500 | 1,500 | 1,500 | 0 | 0.0% |
| Client Meetings | 516855 | 339 | 500 | 500 | 500 | 0 | 0.0% |
| Printing and Binding | 517000 | 661 | 2,455 | 2,455 | 3,275 | 820 | 33.4% |
| Printing & Binding-Bgs Copy Ct | 517005 | 566 | 1,128 | 1,128 | 828 | (300) | -26.6% |
| Printing-Promotional | 517010 | 3,549 | 4,700 | 4,700 | 3,000 | (1,700) | -36.2% |
| Photocopying | 517020 | 0 | 3,300 | 3,300 | 2,225 | (1,075) | -32.6% |
| Registration For Meetings&Conf | 517100 | 8,859 | 10,759 | 10,759 | 11,784 | 1,025 | 9.5% |
| Training - Info Tech | 517110 | 0 | 500 | 500 | 500 | 0 | 0.0% |
| Postage | 517200 | 842 | 1,280 | 1,280 | 1,535 | 255 | 19.9% |
| Postage - Bgs Postal Svcs Only | 517205 | 3,276 | 5,275 | 5,275 | 4,970 | (305) | -5.8% |
| Freight & Express Mail | 517300 | 760 | 905 | 905 | 1,005 | 100 | 11.0% |
| Instate Conf, Meetings, Etc | 517400 | 652 | 0 | 0 | 0 | 0 | 0.0% |
| Other Purchased Services | 519000 | 9,981 | 4,500 | 4,500 | 13,925 | 9,425 | 209.4% |
| Moving State Agencies | 519040 | 3,815 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Other Purchased Services | | 177,263 | 178,604 | 178,604 | 184,230 | 5,626 | 3.1% |

Organization: DEPT. OF HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| Travel | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------------------|--------|----------------|----------------------------------|--|--------------------------------------|---|---|
| Description | Code | | | | | | |
| Travel-Inst-Auto Mileage-Emp | 518000 | 12,731 | 22,657 | 22,657 | 20,318 | (2,339) | -10.3% |
| Travel-Inst-Other Transp-Emp | 518010 | 16,745 | 20,050 | 20,050 | 17,250 | (2,800) | -14.0% |
| Travel-Inst-Meals-Emp | 518020 | 1,494 | 2,873 | 2,873 | 2,373 | (500) | -17.4% |
| Travel-Inst-Lodging-Emp | 518030 | 419 | 650 | 650 | 650 | 0 | 0.0% |
| Travel-Inst-Incidentals-Emp | 518040 | 202 | 716 | 716 | 680 | (36) | -5.0% |
| Travl-Inst-Auto Mileage-Nonemp | 518300 | 8,837 | 11,185 | 11,185 | 11,185 | 0 | 0.0% |
| Travel-Inst-Meals-Nonemp | 518320 | 941 | 5,050 | 5,050 | 3,300 | (1,750) | -34.7% |
| Travel-Inst-Lodging-Nonemp | 518330 | 0 | 300 | 300 | 0 | (300) | -100.0% |
| Travel-Outst-Auto Mileage-Emp | 518500 | 1,240 | 795 | 795 | 2,050 | 1,255 | 157.9% |
| Travel-Outst-Other Trans-Emp | 518510 | 6,288 | 18,450 | 18,450 | 14,800 | (3,650) | -19.8% |
| Travel-Outst-Meals-Emp | 518520 | 1,733 | 5,125 | 5,125 | 4,750 | (375) | -7.3% |
| Travel-Outst-Lodging-Emp | 518530 | 10,584 | 18,745 | 18,745 | 14,750 | (3,995) | -21.3% |
| Travel-Outst-Incidentals-Emp | 518540 | 630 | 2,073 | 2,073 | 1,100 | (973) | -46.9% |
| Trvl-Outst-Other Trans-Nonemp | 518710 | 0 | 6,150 | 6,150 | 0 | (6,150) | -100.0% |
| Total: Travel | | 61,844 | 114,819 | 114,819 | 93,206 | (21,613) | -18.8% |
| Total: 2. OPERATING | | 737,007 | 892,571 | 892,571 | 882,101 | (10,470) | -1.2% |

Budget Object Group: 3. GRANTS

| Grants Rollup | | | | | | | |
|-----------------------------|--------|-------------------|-------------------|-------------------|-------------------|-----------------|--------------|
| Description | Code | | | | | | |
| Grants To Municipalities | 550000 | 6,760,832 | 7,113,056 | 7,113,056 | 7,212,225 | 99,169 | 1.4% |
| Grants | 550220 | 5,055,904 | 500,000 | 500,000 | 400,000 | (100,000) | -20.0% |
| Other Grants | 550500 | 527,155 | 339,020 | 339,020 | 329,184 | (9,836) | -2.9% |
| Total: Grants Rollup | | 12,343,891 | 7,952,076 | 7,952,076 | 7,941,409 | (10,667) | -0.1% |
| Total: 3. GRANTS | | 12,343,891 | 7,952,076 | 7,952,076 | 7,941,409 | (10,667) | -0.1% |
| Total Expenses: | | 19,834,271 | 15,872,313 | 15,872,313 | 15,857,693 | (14,620) | -0.1% |

Organization: DEPT. OF HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| Fund Name | Fund Code | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------------------|------------------|-----------------------|---|---|---|--|--|
| General Fund | 10000 | 2,513,624 | 2,536,040 | 2,536,040 | 2,623,306 | 87,266 | 3.4% |
| Misc Fines & Penalties | 21054 | 4,978 | 30,000 | 30,000 | 45,000 | 15,000 | 50.0% |
| Historic Sites Special Fund | 21325 | 434,842 | 494,208 | 494,208 | 489,660 | (4,548) | -0.9% |
| Municipal & Regional Planning | 21330 | 3,290,198 | 3,381,899 | 3,381,899 | 3,381,899 | 0 | 0.0% |
| Inter-Unit Transfers Fund | 21500 | 164,030 | 142,082 | 142,082 | 107,441 | (34,641) | -24.4% |
| Conference Fees & Donations | 21525 | 15,205 | 14,575 | 14,575 | 15,000 | 425 | 2.9% |
| Downtown Trans & Capital Impro | 21575 | 249,712 | 423,966 | 423,966 | 429,479 | 5,513 | 1.3% |
| ACCD-Mobile Home Park Laws | 21819 | 72,822 | 78,000 | 78,000 | 79,500 | 1,500 | 1.9% |
| ACCD-Miscellaneous Receipts | 21820 | 370,222 | 500,000 | 500,000 | 400,000 | (100,000) | -20.0% |
| Archeology Operations | 21918 | 0 | 32,050 | 32,050 | 12,500 | (19,550) | -61.0% |
| Federal Revenue Fund | 22005 | 12,718,640 | 8,239,493 | 8,239,493 | 8,273,908 | 34,415 | 0.4% |
| Funds Total: | | 19,834,271 | 15,872,313 | 15,872,313 | 15,857,693 | (14,620) | -0.1% |
| Position Count | | | | | 39 | | |
| FTE Total | | | | | 39 | | |

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Department of Housing and Community Development (DHCD)
Fiscal Year 2017 Budget
Strategic Overview and Program Performance Narrative

STRATEGIC OVERVIEW

1. Mission

The mission of the Department of Housing and Community Development (DHCD) is to improve the lives of Vermonters and further the sustainable development of Vermont communities.

DHCD accomplishes this through a variety of economic, housing and community development programs with the goals of:

- promoting and supporting the production and preservation of housing that is affordable to all Vermonters;
- advancing vibrant communities through preservation of Vermont’s historic downtowns and village centers and enhancement of Vermont’s working landscape;
- supporting sound land use decision-making at both the local and regional levels;
- helping cities and towns meet their community development goals while benefitting low and moderate-income residents; and
- identifying and protecting the state’s historic resources and promoting the state-owned historic sites.

2. Population Served

DHCD serves all of Vermont as it touches on key issues important to residents – employment, business development, housing options, vibrant communities, public facilities and services, accessibility for all, and quality of place. DHCD serves, supports, and works with many partners to implement its mission including Vermont businesses, municipalities, regional planning commissions, community development organizations, low and moderate-income Vermonters, mobile home residents and park owners, nonprofit housing organizations, downtown revitalization organizations, and institutions of higher learning.

3. Outcomes and Measures

As DHCD moves toward the goal of presenting its budget in a results-based format within the new budget system, staff continue to review and refine measures and outcomes to ensure programs are delivering desired results and are in line with the agency’s goals. Outcomes and measures currently in place are included in the program descriptions that follow.

In addition to the results produced by ongoing programs, DHCD continues to provide leadership and staff support to help Vermont businesses and communities to better prepare and recover from natural disasters. This includes the completion of a federal Economic Development Administration (EDA) grant to make vulnerable businesses and the infrastructure that supports them stronger in future disasters. The project called the [Vermont Economic Resilience Initiative \(VERI\)](#) is a collaboration with the Agencies of Natural Resources and Transportation and the Regional Planning Commissions to determine where risk intersects with economic activity and its associated infrastructure. DHCD partnered with five communities to develop a road map of next steps to protect businesses from future risk. DHCD remains focused on the administration of a significant disaster recovery grant awarded by the Department of Housing and Urban Development (HUD) through the Community Development Block Grant Program (CDBG). Outcomes range from reopening of businesses to the completion of “buyouts” of flood-destroyed homes and rebuilding of municipal offices out of harm’s way. Finally, DHCD is participating in a number of policy initiatives designed to make the state stronger and more resilient. A more complete account of DHCD’s Irene-related activities can be found on the “[Plan Today for Tomorrow’s Flood](#)” section of the website.

PROGRAM PERFORMANCE INFORMATION

The following sections detail DHCD programs, their goals, current measures, and outcomes. For ease of reporting, the report is broken into housing and community development, and historic preservation. DHCH is committed to answering the questions – How much did we do? How well did we do it? Is anyone better off? The programs noted are in alignment with the Departmental Program Profile document also provided.

Housing and Community Development

DHCD’s housing and community development programs further the agency’s mission by supporting sustainable development in Vermont communities through oversight and coordination of state housing policy and programs; awards of federal CDBG to municipalities; development of state land use policy, and support for local and regional planning; and delivery of programs that enhance the vitality of compact centers and promote and preserve Vermont’s historic resources.

Housing

Decent and affordable housing is a basic need of all Vermonters and a cornerstone of a viable economy and healthy communities. DHCD’s role is to coordinate and oversee the implementation of the state’s housing policy, facilitate collaboration among state housing agencies, serve as a resource to housing providers, and promote and support the production and preservation of housing that is affordable to all. DHCD accomplishes this through its programs, staff activities, and leadership of the Vermont Housing Council. Highlights of this year include the creation of a suite of materials to better educate small-scale landlords on their rights and responsibilities under Vermont law and

the writing of a new five-year Consolidated Plan, which was approved by HUD in July. The new Consolidated Plan was informed by a comprehensive housing needs assessment that was supported by all the state's housing agencies and is the most thorough assessment conducted since 2004.

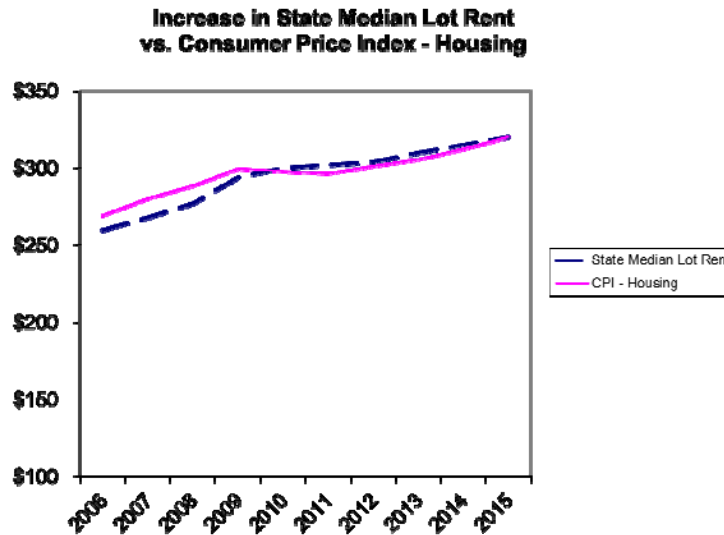
Mobile Home Park Program: The goal of this program is to ensure mobile home park residents understand their rights, which include protection from unjustified rent increases and loss of their homes as a result of the sale or closure of a park. To meet this goal, DHCD conducts an annual park registry, monitors rent increases and facilitates lot rent mediation, administers the First Stop grant, and oversees park sale and closure notifications. DHCD also works with its state partners including the Departments of Health and Environmental Conservation to support residents and owners of troubled parks.

DHCD also oversees the Champlain Housing Trust's Manufactured Housing Down Payment Assistance Loan Program and the Champlain Valley Office of Economic Opportunity (CVOEO) Mobile Home Program Cooperative Mobile Home Park Technical Assistance grant. To date, Champlain Housing Trust has made 56 loans that have allowed owners to replace old, inefficient units and mobile homes destroyed by flooding in 2011. In June, the program was extended another four years, until December 31, 2019, by reallocating funds originally designated for loan capital to support administrative costs. The Mobile Home Program Cooperative Technical Assistance grant was also extended by one year to June 30, 2016 without any additional funding. CVOEO cohosted cooperative training and networking events with the Champlain Housing Trust in May and October 2015; is developing a cooperative technical assistance manual; and assisted with four mobile home park conversions to cooperative ownership to date with more in the pipeline.

To determine if people are better off, DHCD tracks park resident's requests for assistance or support, monitors median rent increases, and compiles the park closures that result in the relocation of mobile homes. Together these measures ensure park residents continue to have safe, affordable housing.

- **Lot Rent Increases:** In 2015, any lot rent increase above 3.6% is eligible for mediation. Of 131 lot rent increases, 21 were eligible for mediation. None of these increases were disputed.
- **Park Closures:** This year, 10 parks were noticed for sale. When this occurs, all residents are offered meetings and support to help assure their rights are protected. Informational meetings were held at four parks. Residents may also consider purchasing the park and forming a coop.
- **Park Sales:** Vermont law requires park owners to offer a park for sale before closing it in order to sell the land. In 2015, the Evergreen Mobile Home Park in Pownal was noticed for sale due to a potential closure. DHCD convened a meeting with its partners to explore possible alternatives to closure, and facilitated an informational meeting for residents. Eventually, the park was sold to a private individual and has remained opened. The sale of two mobile home parks in Chittenden County, Shelburnewood Mobile Home Park in Shelburne and Farrington's Mobile Home Park in Burlington, increased the total of resident-owned parks to 10.

- **Outcomes:** DHCD tracks difference between median lot rent increases and increases in the consumer price index (CPI) to evaluate the effectiveness of its mobile home program. As shown in the graph below, rent increases over the last seven years have closely tracked increases in CPI.



HUD Consolidated Planning: Every five years the Consolidated Plan gathers citizen input and develops strategies and actions to ensure that HUD’s federal funds are used in a way that is consistent with state priorities and strategies. An updated and approved plan is required in order to apply \$10 million in federal funding through the CDBG, HOME, and Emergency Solutions Grants programs. These critical programs help provide decent and safe housing, assure a suitable living environment, and expand economic opportunities for Vermonters. The State’s latest five-year plan for the period 2015-2019 was approved by HUD in July. DHCD will complete its Annual Action Plan Update this winter and submit for HUD approval in May 2016.

Charitable Housing Investment Tax Credit: DHCD administers, in collaboration with the Tax Department, the charitable housing investment credit. The credit encourages private investment in affordable housing in Vermont by allowing investors to receive a tax credit on their state income taxes if they invest their funds with affordable housing organizations approved by DHCD as “housing charities” at below market rates. The housing charities reinvest the funds into affordable housing projects. Measures include the amount of investment leveraged, the amount spent on affordable housing projects and the cost to the state.

Performance varies somewhat from year to year as interest rates change and because outcomes depend upon individual investors' tax decisions. However, the credit is always based on no more than 3% of charitable investments and outstanding tax credit "certificates" are capped at \$5 million. The tax credit consistently serves as a highly efficient way of leveraging private investment.

| HOUSING TAX CREDIT MEASURES | 2012 | 2013 | 2014 |
|---|-------------|-------------|-------------|
| Private investment | \$270,000 | \$338,600 | \$863,800 |
| Amount spent on affordable housing projects | \$2,325,200 | \$3,111,000 | \$833,000 |
| Cost to state | \$23,000 | \$25,000 | \$28,400 |

Dollars amounts rounded to the nearest \$100

Home Investment Partnerships Program (HOME): The intent of the federal HOME Program is to strengthen public-private partnerships and expand the supply of decent, safe, sanitary, and affordable housing, with primary attention to rental housing for very low-income and low-income families. The State received \$3,002,167 in HOME funds in 2015. Retaining compliance and reporting responsibilities, DHCD subgrants the funds to the Vermont Housing and Conservation Board (VHCB) which administers the program. VHCB will use \$2,551,842 in state-wide project implementation funds to create new or rehabilitate existing affordable rental housing units, a minimum of \$450,325 is set aside for Community Housing Development Organizations (CHDOs), and up to 10% of that amount may be used for CHDO feasibility awards: Minimum CHDO set-aside of \$450,325 will be funded by December 2015 and the Maximum CHDO feasibility of \$45,033 will be funded by December 2015. Vermont continues to participate in a pilot project with HUD to consolidate property inspections where there are multiple federal sources involved in a project that all require separate inspections. This is part of an ongoing effort to streamline program requirements.

The HOME Program has been subject to drastic federal budget cuts and funding has declined by more than 25% over the last several years. VHCB is able to fund fewer projects, meaning fewer Vermont households have access to apartments they can afford. The accompanying decrease in administrative funding for the program places pressure on DHCD and VHCB's budgets, particularly given the program's increasingly strict monitoring and reporting requirements. Nonetheless, the program continues to be successful. As illustrated in the accomplishments below, the HOME program preserves or creates energy efficient homes for the lowest income families in Vermont, ensuring new and existing units are available and energy costs are reduced.

Accomplishments during this past program year (ending June 30, 2015):

- 9 community housing development organizations (CHDOs) serve the entire State;
- 53 multi-family units were preserved or created housing for;
 - 25 households at <30% area median income (AMI);

- 22 households >30%/<50% AMI;
- 6 households >50%/<80% AMI; and
- 116 units met Energy Star Rating.

Projected Accomplishments for FFY2016:

- 9 CHDOs will continue to serve the entire State;
- 45 multi-family units to be preserved or created housing:
 - 25 households at <30% area median income (AMI);
 - 17 households >30%/<50% AMI ;
 - 3 households >50%/<80% AMI; and
 - 32 units will meet Energy Star Rating.

Neighborhood Stabilization Program (NSP1 and NSP3): NSP funds were provided by HUD to address the housing foreclosure crisis through acquisition and redevelopment of foreclosed, blighted, and abandoned properties. These properties are brought back into use and made available to low and moderate income households. These are not ongoing programs. In 2009, the State received \$19.6 million in federal Neighborhood Stabilization funds (NSP1) and an additional \$5 million in 2011 (NSP3) to be used to buy and resell foreclosed single-family homes, multi-family foreclosed buildings to preserve affordable housing units, and to acquire and refurbish vacant, and abandoned buildings to create additional affordable housing units in targeted communities based on need. Oversight of this program by DHCD will continue in FY 2017.

Measures include the number of units acquired, sold and made permanently affordable as well as the number of households with new homes as shown below:

NSP1

- Acquisition of 53 single-family homes of which 52 units have been sold with permanent affordability covenants to households with an average of 76% of area median income;
- 54 units of multi-family housing have been preserved; and 34 new units have been completed and leased.
- The re-sale of the completed homes has generated Program Income in excess of \$6.9M, which has afforded the additional acquisition of homes and energy efficiency retrofits that ensure long-term sustainable affordability for the new homeowners.
- *Since 2009, the economic benefits from the construction of the homes include the employment of more than 864 contractors and professional service providers totaling more than 1321 workers.* Additionally, the resale of the homes has generated \$12,670,121 back into the economy.

- Loan repayments from the Canal House in Bellows Falls, one of the most significant projects funded by NSP, began on July 1, 2013. This loan generates \$9,925 in program income per month and enhances the amount of CDBG funds available for grants to communities. To date, DHCD has collected and reused \$248,203.
- The State will be working to close out the NSP1 grant in FY2017 as mandated by HUD once the remaining home is sold.

NSP3

- Acquisition of 21 homes of which 21 homes have been resold.
- *Since 2011, the economic benefits from the construction of the homes include the employment of over 372 contractors and professional service providers totaling 413 workers.* Additionally, the resale of the homes has generated \$5,314,409 back into the economy.
- The State will be working to close out the NSP3 grant as mandated by HUD in FY2017.

Vermont Community Development Program: Vermont receives an annual allocation of Community Development Block Grant (CDBG) funds from HUD which DHCD administers through the Vermont Community Development Program (VDCP). The goal of the program is to assist communities with a wide range of community, economic and housing needs through grants and loans. It is primarily intended to benefit low and moderate income individuals. A VCDP staff person is assigned to each of three regions of the state and provides technical assistance to municipalities, businesses, nonprofit organizations and housing developers. Like most federal housing and community development programs, CDBG has seen cuts and has been reduced from a high of \$9 million in 2010 to \$6.6 million. VCDP will receive \$6.6 million again this year. Requests for funding routinely exceed the amount available and forward commitment of CDBG funding is often used and encouraged by HUD to ensure critical, time sensitive projects can proceed. VCDP enhances the HUD allocation by approximately \$300,000 in annual Program Income receipts from a share of municipal loan repayments for economic development projects. An important feature of the program is that 97% of the VCDP allocation from HUD and Program Income goes directly to projects each year.

A nine-member board, appointed by the Governor and staffed by DHCD, makes funding recommendations to the Agency Secretary. Funding priorities are established in the HUD Consolidated Plan for Vermont. The top priorities are affordable housing and economic development. Public services and public facilities are also permissible uses of these funds.

HUD requires the program to report data to demonstrate the outcomes for each funded project. Some of the measures for housing include total number of rental units created and rehabilitated; total number of owner occupied units created and rehabilitated; number of affordable units created; number of units made Section 504 accessible; and number of units occupied by elderly. For economic development, measures include total number of jobs created and retained; number of low and moderate jobs created; and many others indicators. Measures for public service projects and public facility projects include number of persons with new or improved access to services; number of persons with service that is no longer substandard; and many other indicators.

In addition, VCDP measures overall program performance by annually compiling program level information. A small sample of the results for the last four federal fiscal years is below.

| VCDP MEASURES | FFY 2012 | FFY 2013 | FFY 2014 | FFY2015 |
|--|-----------------|-----------------|-----------------|----------------|
| Communities/projects receiving technical assistance | 98 | 87 | 83 | 85 |
| Projects/grants funded | 27 | 21 | 19 | 22 |
| Funding awarded | \$6.7M | \$6.3M | \$6.6M | \$8 M |
| Funding leveraged | \$55M | \$48M | \$68M | \$60 M |
| Housing units created or preserved | 282 | 218 | 353 | 501 |
| Jobs created or retained | 9 | 11 | 0 | 0 |
| Persons benefiting from increased access or services | 6,388 | 2,749 | 6,776 | 2,401 |
| Communities receiving urgent need or blight assistance | 0 | 1 | 0 | 1 |
| Communities receiving grant assistance for planning | 3 | 5 | 4 | 8 |

As the result of a special federal appropriation in CDBG Disaster Recovery funding for states with declared disaster areas, VCDP applied for and received an additional allocation of \$21.7 million in FFY2012 and \$17.9 million in FFY2013. VCDP has obligated over \$38 million of the CDBG Disaster Recovery funding to projects assisting a broad range of recovery activities including: housing recovery, property “buyouts,” community infrastructure repair and planning and direct business assistance through grants, loans and financial counseling. During the next fiscal year, full obligation of the remaining \$2 million is expected. HUD requires that 80% of these funds be awarded to Washington, Windsor and Windham counties and that at least 50% of the funds must directly benefit low and moderate income persons. A brief summary of accomplishments to date that have been critical to helping Vermonters recover and build back stronger, and more resilient are outlined below:

- 160 Business Assistance Grants to business impacted by flooding, helping damaged businesses stay in business, saving and creating hundreds of jobs, including the reopening of a grocery store in Johnson and a childcare center in Waterbury.
- Re-location and rebuilding of four municipal office buildings severely damaged by flooding and the rehabilitation of the Brandon Town Office and the stabilization of severe erosion impacting the Reasboro Fire Department.
- Infrastructure projects including rehabilitation and installation of sewer, water and drainage systems; replacement of damaged culverts; repair of damaged bridge; and floodproofing or relocating roads.
- Provided planning, engineering and implementation funding for Wilmington and Warren Downtown Revitalization and Main Street improvements.
- Assisted in the “buyout” of 136 homes & businesses destroyed by flooding, establishing 17 recreation areas & parks, and supporting the rehabilitation of 27 homes damaged by flooding.

- Replaced 55 units of senior affordable housing, developed 27 new affordable housing replacement units, stabilized five homes from hillside erosion and assisted in floodproofing 30 affordable apartments in Brattleboro.
- Provided planning funds to four communities to relocate critical police, fire and emergency services out of the floodplain; 11 communities to identify flood damaged culverts; one Community Economic Resilience Plan and flood studies for the Mad and Winooski Rivers.

Grants Management Program: The Grants Management Division assures municipalities, developers, attorneys, consultants and program staff comply with the federal regulations related to programs administered by DHCD and its partners. The Division conducts onsite monitoring, provides technical assistance and audits the performance of grantees and developers to ensure compliance and provide agency-wide grants management oversight. It serves as the main point of contact with HUD and oversees reporting for over \$120 million in programs including the Community Development Block Grant program (CDBG), Community Development Block Grant Disaster Recovery Programs (CDBG-DR1 and CDBG-DR2), Neighborhood Stabilization Programs (NSP1 and NSP3), the HOME Investment Partnerships Program (HOME), HUD Special Purpose Grants, and Historic Preservation Grants. Compliance areas include environmental review, eligible activities, financial management, single audit, fair housing, contracts, procurement, Davis-Bacon Labor Standards, timeliness of expenditures and meeting the National Objective (beneficiaries) for each program.

A significant increase in federal oversight and reporting requirements like the new Uniform Guidance (effective as of December 26, 2014) and the pre-award risk assessments have increased the work and responsibilities of the Division. As a result, DHCD requested and received approval for two additional staff for Disaster Recovery as limited service positions, funded by the federal CDBG-DR grant. Both of the positions are now filled and focus on financial management and subrecipient oversight.

Community Planning and Revitalization (CP+R)

Division for Community Planning and Revitalization (CP+R): Vermont's distinctive sense of place is tied to its primary land use planning goal: to maintain the historic settlement pattern of compact village and urban centers separated by rural countryside. Through collaboration with an expanding list of partners, the CP+R Division works to provide communities with the tools and resources needed to further this goal.

State Designation Programs: CP+R administers the State's designation programs (Downtowns, Village Centers, New Town Centers, Growth Centers and Neighborhood Development Areas) which support the compact urban centers piece of Vermont's land use goals. Communities continue to see the value in the various designations and work with staff to meet the program requirements.

Applications for designation are reviewed and approved by the Downtown Development Board. Upon designation, communities receive specialized training and technical assistance from CP+R staff as well as development incentives such as access to downtown tax credits,

reallocated sales taxes, and downtown transportation fund grants; priority state grant consideration; waived or lowered permit fees; and streamlined Act 250 requirements.

- **Downtowns** (24 total, 1 new designation expected in 2016). This program provides grants, tax credits and technical assistance to keep Vermont's historic, regional centers of commerce strong and vital. This designation focuses on revitalization of existing centers.
- **Village Centers** (121 total, 5 new designations added in 2015, 8 new designations expected in 2016). Similar to the downtown program, this program provides training and tax credits to help Vermont's smaller centers thrive. This designation focuses on revitalization of existing centers. The number of designated villages has increased by 30% (93 to 121) in 3 years.
- **New Town Centers** (2 total, 1 application to expand the designation is expected in 2016). This program is designed to help communities without traditional centers plan and develop them. The program is supporting South Burlington's work to create new housing and retail opportunities at the University Mall property.
- **Growth Centers** (6 total, no new designations added in 2015). Not all development fits in traditional centers, and this program helps communities plan for orderly growth in areas of land that surround a designated downtown or new town center. Data shows that the program is achieving its goal to concentrate the majority of new development within the designated growth center, which helps reduce pressure to develop Vermont's farms and forests.
- **Neighborhood Development Areas** (5 total, 4 new designations expected in 2016). This program provides regulatory benefits and reduced fees for new housing in areas within walking distance of a designated downtown, village or new town center. In 2015, the program shaved months off state permit timelines and reduced the cost to develop over 400 housing units in Chittenden County.

Downtown and Village Tax Incentives: A benefit of downtown and village center designation, this program spurs investments in traditional commercial centers and provides incentives to encourage investments that make existing buildings safe and accessible. In 2015, \$2.37 million in state tax incentives for 27 projects will support nearly \$40 million in downtown and village center construction and rehabilitation projects. These credits will help rehabilitate the abandoned railroad building on Depot Avenue in Windsor for use as a community arts and performance center, convert a former theater in Vergennes into commercial space and housing, address key life-safety requirements related to brownfield and asbestos contaminations at the Marble Museum in Proctor, and offset the cost of energy efficiency and code improvements at the historic Darling Inn of Lyndonville and the Pythian Block in St. Johnsbury. Two sales tax reallocations were awarded to support public infrastructure improvements associated with the redevelopment of a downtown parking lot to create new housing and a transit center in Montpelier and construct a 90-room hotel in the heart Winooski.

Downtown Transportation Fund: This program supports revitalization efforts in Designated Downtowns by making these areas more pedestrian, bike and transit friendly. This year 13 communities requested \$919,043 in funds for the \$388,245 available. The communities of Windsor, Bristol, Rutland, Waterbury and Barre won grants to make transportation-related capital improvements, including bike paths, sidewalks and landscaping. Since FY99, the fund has invested \$5.1 million to support 99 projects leveraging over \$36.9 million in funding for designated downtowns.

CP&R Partnerships in 2015 leveraged over \$3M in new funding to support local community planning and revitalization efforts:

- \$200,000 pilot collaboration with the Agency of Transportation to help Rutland and West Rutland, the Mad River Valley communities, and the City of Vergennes to plan transportation investments that support community revitalization.
- \$160,000 funding partnership with Green Mountain Power to install DC Fast Charging stations in Brattleboro, Bristol, Bennington and St. Albans.
- \$400,000 grant submitted with Agency of Natural Resources to the U.S. Environmental Protection Agency to continue to help clean up sites and redevelop sites in designated downtowns and villages.
- \$245,000 grant U.S. Forest Service Grant partnership with Agency of Natural Resources to plant trees and make green infrastructure improvements along roads in downtowns and villages within the Lake Chaplain watershed.
- \$500,000 grant from the U.S. Chamber of Commerce to implement the Vermont Economic Resiliency Initiative (VERI), a statewide project to minimize the impacts of floods on the state's economy.
- \$1,500,000 in U.S. Housing and Urban Development disaster recovery funding to help communities implement the community revitalization plans developed by the Division's Vermont Downtown Action Team (V-DAT). These teams helped eight communities develop plans and strategies to speed their recovery from Tropical Storm Irene.

Community Planning: CP+R also provides technical assistance to local and regional officials integrating planning with community revitalization and economic development, working closely with the Regional Planning Commissions (RPCs) and other agencies within state government. Program outcomes include:

- Released the new Planning Manual, last overhauled in 1988, with up-to-date guidance to help 5,000 local volunteers develop clear, concise, and effective plans and make their communities more vibrant, healthy, and dynamic places to live, work, and invest.
- Provided on site meetings and technical assistance to over 100 communities from St. Albans and Bennington to Burke and Poultney.
- Completed the Vermont Economic Resiliency Initiative (VERI) in partnership with the Agencies of Natural Resources and Transportation and three Regional Planning Commissions. This project provides detailed analysis and recommendations to help businesses in Barre City and Town, Brandon, Brattleboro, Enosburg Town and Village, and Woodstock quickly bounce back from future disasters, and describes a process which can be used to develop similar analysis in other areas.
- Administered \$2.9M in Regional Planning Commission work plans focused on helping cities and towns prepare for future disasters and updating 11 regional plans for compliance with statute.
- Lead the Vermont Village Greens Initiative, in collaboration with the University of Vermont, the Agency of Natural Resources and the Preservation Trust of Vermont, to raise awareness and revitalize village greens across the state.
- Produced new Act 250 guidance, along with the Agency of Natural Resources and the Natural Resources Board, to reduce the impacts of strip development.

Municipal Planning Grants (MPG): CP+R also administers the MPG program, which helps local leaders tackle issues facing their towns, like where to locate new housing, how best to protect the community from floods, and how to bring needed infrastructure to support new businesses and economic vitality. Last year, competition for MPG grants was fierce with 72 proposals requesting \$770,000 from communities across the state. Grants, totaling \$478,000, were awarded to 45 cities and towns to support local leaders as they create a vision and build consensus on how to make the places they call home stronger.

Historic Preservation

The Division for Historic Preservation (VDHP) ensures the identification, preservation, rehabilitation, interpretation, and promotion of historic resources. As vibrant components of Vermont's heritage, the state's historic resources shape our distinctive character and comprise key assets in all communities, including historic downtowns and village centers, historic agricultural and working landscapes, and important archeological sites spanning 13,000 years of our state history. VDHP encourages preservation projects and activities through local and statewide partnerships, educational outreach, national and state register listings, grant and tax credit programs, and State-owned historic sites. VDHP's operations, excluding the State-owned historic sites, are partially funded by the Historic Preservation Grant Fund provided annually through Congressional appropriations to the National Park Service.

Program outcomes in 2015 include the following:

- **National Register:** Nine nominations were successfully processed, with more than 12,000 properties listed statewide since 1966. To date, 191 historic districts, which convey the story of Vermont's downtowns and villages, are listed on the National Register of Historic Places and include 10,488 buildings, sites, objects, and structures.
- **Barn Grants:** Begun in 1992 and funded through the Capital Budget, this is the oldest state barn grant program in the country. Cumulatively, it has provided over \$3 million in grants to help repair and restore 368 historic barns and agricultural outbuildings. In 2015, the Vermont Advisory Council on Historic Preservation (ACHP), awarded 21 matching grants totaling \$247,134 to aid in the restoration and maintenance of significant buildings that contribute to Vermont's agricultural history. Thirty-two applications were reviewed with funding requests totaling \$378,559.00. Recipients of the competitive grants include Lemax farm in Hartland, Peaslee Vermont Potatoes in Guildhall, Irish Farm in Jericho, Silver Street Alpaca Farm in Monkton, Elkins Tavern in Peacham, the Robinson Homestead Sears-kit barn, and the Durkee Homestead in Tunbridge, among others.
- **Historic Preservation Grants:** Begun in 1986 and funded through the Capital Budget, this program has provided nearly \$4.5 million in grants for the revitalization of significant community buildings such as town halls, museums, theaters, libraries, recreation centers and other municipal resources over 550 historic buildings. In 2015, ACHP awarded 18 Historic Preservation grants to municipalities and non-profit organizations for the rehabilitation of historic civic buildings. This year's awarding of \$253,220 in matching grants demonstrated that historic preservation is an essential tool for community renewal, economic development, and job

growth. Grants are competitive, with 40 applications reviewed with funding requests totaling \$1.8 million. Awarded projects include roof and foundation repairs, restoration of woodwork and windows, repointing and cleaning of brick and marble, and replacement of deteriorated siding and shingles. Grant recipients include the Old White Meeting House in South Hero, Peacham Congregational Church, Longfellow School in Rutland, Fairbanks Museum in St. Johnsbury, Fletcher Free Library in Burlington, Abbott Memorial Library in South Pomfret, and the 1887 Taylor Park Fountain in St. Albans, among others. This year, grant funding will leverage approximately \$880,000 in other funding.

- **Federal Rehabilitation Investment Tax Credits:** This past year, 21 projects received \$9 million in tax incentives resulting in more than \$45 million in qualified rehabilitation investment through the employment of contractors and purchasing of materials. Among these was the completion of a \$22 million project to rehabilitate the Brooks House in Brattleboro after a devastating fire in 2011. The re-opened building in the heart of downtown Brattleboro now provides market-rate housing, retail and restaurant space, and serves as the local satellite campus for the Community College of Vermont and Vermont Technical College. Two other notable projects were completed this year in key historic buildings in downtown Barre and Morrisville. Standing on a prominent lot next to the Barre Opera House and across from City Hall Park, the A. C. Blanchard Block (1904) was designed by Vermont architect Lambert Packard. This \$4.5 million project brought 48,000 square feet of quality retail and office space to the downtown. In Morrisville, an entire block of Main Street that includes two historic buildings (the 1910 Champoux Block and the 1949 Ferris Block), formerly Arthurs Department Store, was rehabilitated for mixed-use commercial and housing. The project included 18 units of mixed-income housing and 3,000 square feet of commercial space. A total of 16 projects this year included creation or rehabilitation of housing units. These include 121 units of housing, 100 of which are affordable.
- **Certified Local Government (CLG):** This program helps 14 communities survey, protect and use local historic resources by supporting the active role of local preservation commissions. Supported by federal funding totaling \$57,594, the eight CLG projects for 2015 assisted with digital mapping of historic resources in Burlington, updating the Calais Town Hall preservation plan, expanding Montpelier's Historic District, updating Shelburne's design guidelines, reprinting the walking tour brochures for Bellows Falls and the Rockingham Meetinghouse, nomination of Advent Camp in White River Junction, and surveying historic resources in Bartonsville, Brockways Mills and Cambridgeport.
- **Project Reviews:** VDHP reviewed and consulted on approximately 2,000 development projects receiving federal or state funds, permits, or licenses for their potential impacts to historic buildings and structures, historic districts, historic landscapes and settings, and known or potential archaeological resources. VDHP staff processed 163 projects under Criterion 8 of Act 250 and 333 projects under 22 VSA, with a 96% completion rate within 30 days. VDHP reviewed over 300 solar, hydro and wind installations that are required to seek a Certificate of Public Good from the Public Service Board. The majority of these projects are ground-mounted solar facilities on rack systems or tracker framework. The number of renewable energy projects reviewed in 2015 was lower than in 2014 due to the sunset of a state tax credit through the Small Scale Renewable Energy Incentive Program that provided credits for

small projects (under 15Kv). However, the size, scale and scope of this past year's projects are exponentially larger (many 150Kv up to 5MW systems) requiring significantly more staff time to review than in previous years. Projections indicate the volume of this type of project will continue to grow over the next few years as the State moves towards meeting long-term renewable energy mandates established by the administration.

- Vermont Archeology Heritage Center (VAHC):** The center opened in September 2012 and occupies 1,850 square feet at the Vermont History Center in Barre most of which is devoted to the curation of archaeological artifacts and archives dating to all time periods of Vermont's 13,000-year human past, with a small area for office, research, and museum space. The curated collection contains information on more than 700 archaeological sites in 1,850 archival boxes that house millions of artifacts. VAHC provides unique opportunities to educate communities, teachers, students, researchers, and the interested public about Vermont's archaeological history. In FY15, 525 visitors and researchers toured and attended workshops at VAHC – more than double the number of visitors in FY14. Since its opening in 2012, VAHC has hosted 847 visitors. VAHC also serves as the headquarters for Vermont Archaeology Month (VAM), which is held every September. VAM celebrated its 20th anniversary in 2015, with 39 events hosted across the state for 1,955 participants. Events included lectures, demonstrations, hands-on workshops and the 20th annual Atlatla Championship.

VDHP annually measures various aspects of its program for the National Park Service (NPS), which provides funding for staff salaries, surveys, comprehensive preservation studies, National Register nominations, educational materials, tax incentive projects, federal reviews under Section 106, as well as architectural plans and studies necessary for the preservation of historic properties. All these activities must meet the NPS standards. A sampling of the measures used by the NPS to evaluate the successful implementation of Vermont's statutory responsibilities set forth in the National Historic Preservation Act for the identification of historic properties, comprehensive preservation planning, and consultation on the effects of federal projects are:

| FEDERAL ENVIRONMENTAL REVIEWS COMPLETED | 2011 | 2012 | 2013 | 2014 | 2015 |
|--|-------------|-------------|-------------|-------------|-------------|
| Properties meeting National Register criteria for which a written eligibility opinion is provided | 64 | 107 | 428 | 181 | 544 |
| Properties <u>not</u> meeting National Register criteria for which a written eligibility opinion is provided | 29 | 136 | 53 | 84 | 102 |
| Findings of "No Properties" and /or "No Effect" on which written opinions are provided | 1122 | 2036 | 1420 | 1879 | 1281 |
| Other findings of "Effect" on which written opinions are provided | 207 | 4440 | 488 | 144 | 191 |
| Memoranda of agreement signed | 6 | 0 | 8 | 27 | 3 |

| | | | | | |
|--------------------------------|---|---|---|---|---|
| Programmatic agreements signed | 1 | 1 | 1 | 0 | 1 |
|--------------------------------|---|---|---|---|---|

State-owned Historic Sites: The State-owned Historic Sites connect visitors to the places where Vermont’s history happened. There are thirteen sites comprised of 84 buildings and structures open to the public, including the homes of Presidents Chester A. Arthur and Calvin Coolidge, two nationally recognized Revolutionary War sites, three architecturally significant buildings representing design and construction from the first half of the 19th century, and the iconic Bennington Battle Monument, the tallest structure in the State of Vermont. Revenues from admissions, gift shop sales, donations, and rentals provide 45% of the sites’ budget. More than 50,000 visitors toured the Vermont State Historic Sites during the 2015 season, which runs from April to October.

| STATE FISCAL YEAR | ATTENDANCE | ADMISSIONS RECEIPTS | GIFT SHOP RECEIPTS |
|-------------------|------------|---------------------|--------------------|
| FY16 | 50,756 | \$197,209 | \$205,879 |
| FY15 | 51,285 | \$212,523 | \$169,698 |
| FY14 | 49,694 | \$212,893 | \$204,437 |
| FY13 | 64,474 | \$190,387 | \$207,109 |
| FY12 | 60,408 | \$159,888 | \$171,599 |
| FY11 | 62,445 | \$178,054 | \$207,504 |

VDHP also owns two metal lattice bridges, five covered bridges, and the Forestdale iron blast furnace, as well as serving as custodian of all underwater sites under Vermont waters, including exceptional historic shipwrecks. Nine of these are open to recreational divers as Vermont’s Underwater Historic Preserve.

**FISCAL YEAR 2017 BUDGET
DEPARTMENT PROGRAM PROFILE**

| DEPARTMENT: | HOUSING AND COMMUNITY DEVELOPMENT | | | | | | | | | |
|--|---|---------|---------|----------------------------|------------|-----------|----------------------|------------------|----------------------|---------------------|
| | Name and brief narrative description of program (not to exceed 2 sentences for each) | GF \$\$ | TF \$\$ | Spec F (incl tobacco) \$\$ | Fed F \$\$ | ARRA \$\$ | All other funds \$\$ | Total funds \$\$ | Authorized Positions | Amounts granted out |
| ADMINISTRATION | | | | | | | | | | |
| FY 2015 expenditures | Oversees the human, technical and financial resources of the Department. The Commissioner and Deputy Commissioner represent the Governor and Agency Secretary on a number of boards and commissions. | 437,295 | | | 51,428 | | | 488,723 | 4 | |
| FY 2016 estimated expenditures | | 444,858 | | | 100,910 | | | 545,768 | 4 | |
| FY 2017 budget request | | 502,778 | | | 84,080 | | | 586,858 | 4 | |
| COMMUNITY DEVELOPMENT | | | | | | | | | | |
| FY 2015 expenditures | Administers and helps municipalities participate in the Vermont Community Development Program (federal Community Development Block Grant program) which funds over \$6 million of housing, economic development, public facility and public services projects. In FY2017, will continue to administer CDBG Disaster Recovery funding to help communities recover from Tropical Storm Irene. | 341,702 | | 344,722 | 415,951 | | | 1,102,375 | 6 | 349,722 |
| FY 2016 estimated expenditures | | 318,456 | | 500,500 | 363,128 | | | 1,182,084 | 6 | 500,000 |
| FY 2017 budget request | | 287,535 | | 400,000 | 389,839 | | | 1,077,374 | 5 | 400,000 |
| COMMUNITY PLANNING & REVITALIZATION | | | | | | | | | | |
| FY 2015 expenditures | Provides training, technical assistance and funding to municipalities in support of planning, downtown revitalization and Smart Growth. Administers \$2.4M in grants, tax credits and sales tax reallocations; designation programs, municipal planning grants and funding for the 11 regional planning commissions. | 451,019 | | 3,305,403 | 341,514 | | 120,577 | 4,218,513 | 6 | 747,448 |
| FY 2016 estimated expenditures | | 460,852 | | 3,395,974 | 91,022 | | 88,082 | 4,035,930 | 6 | 555,564 |
| FY 2017 budget request | | 549,125 | | 3,396,899 | | | 50,000 | 3,996,024 | 5 | 507,482 |
| GRANTS MANAGEMENT | | | | | | | | | | |
| FY 2015 expenditures | Assists grantees in compliance with requirements of federal programs administered by the Agency; CDBG, Disaster Recovery, Neighborhood Stabilization Programs, HOME, and Historic Preservation grants. Responsible for monitoring compliance and reporting to HUD and OMB for federal awards currently in excess of \$70 million. | 212,302 | | | 311,506 | | | 523,808 | 7 | |
| FY 2016 estimated expenditures | | 177,696 | | | 540,316 | | | 718,012 | 7 | |
| FY 2017 budget request | | 205,109 | | | 523,655 | | | 728,764 | 7 | |
| HISTORIC PRESERVATION | | | | | | | | | | |
| FY 2015 expenditures | Assists people in interpreting, protecting and enhancing VT's architectural, historic and archeological resources by coordinating public and private preservation efforts and administering federal and state programs. | 340,404 | | 4,978 | 636,108 | | 26,800 | 1,008,290 | 10 | 57,024 |
| FY 2016 estimated expenditures | | 364,331 | | 62,050 | 697,365 | | 39,000 | 1,162,746 | 10 | 57,403 |
| FY 2017 budget request | | 378,210 | | 57,500 | 745,490 | | 47,349 | 1,228,549 | 10 | 120,547 |
| HOUSING | | | | | | | | | | |
| FY 2015 expenditures | Coordinates state housing policy through Vermont Housing Council and HUD Consolidated Plan. Administers statutory requirements of the mobile home park program. Administers Charitable Housing Tax Credit and oversees HOME and NSP programs. | 154,903 | | 98,321 | 284,431 | | 5,000 | 542,655 | 2 | 320,679 |
| FY 2016 estimated expenditures | | 165,015 | | 78,000 | 271,814 | | | 514,829 | 2 | 329,020 |
| FY 2017 budget request | | 94,277 | | 79,500 | 281,799 | | | 455,576 | 2 | 329,184 |

| FISCAL YEAR 2017 BUDGET | | | | | | | | | | |
|--|--|------------------|----------|----------------------------|-------------------|-----------|----------------------|-------------------|----------------------|---------------------|
| DEPARTMENT PROGRAM PROFILE | | | | | | | | | | |
| DEPARTMENT: | HOUSING AND COMMUNITY DEVELOPMENT | | | | | | | | | |
| | Name and brief narrative description of program (not to exceed 2 sentences for each) | GF \$\$ | TF \$\$ | Spec F (incl tobacco) \$\$ | Fed F \$\$ | ARRA \$\$ | All other funds \$\$ | Total funds \$\$ | Authorized Positions | Amounts granted out |
| HISTORIC SITES | | | | | | | | | | |
| FY 2015 expenditures | Owns, maintains, interprets and operates 24 historic sites with 84 buildings, and 9 underwater preserves, to encourage the discovery and appreciation of the state's rich heritage. Ten sites are staffed and open to the public. | 575,999 | | 434,842 | | | 11,653 | 1,022,494 | 5 | |
| FY 2016 estimated expenditures | | 604,832 | | 494,208 | | | 15,000 | 1,114,040 | 5 | |
| FY 2017 budget request | | 606,272 | | 489,660 | | | 10,092 | 1,106,024 | 5 | |
| COMMUNITY DEV BLOCK GRANT | | | | | | | | | | |
| FY 2015 expenditures | Annual federal block grant fund from HUD which DHCD allocates to municipalities through its VCDP. Provides financial and technical assistance to address local needs and priorities in the areas of housing, economic development, and public facilities and services for persons of lower income. | | | | 4,874,107 | | | 4,874,107 | | 4,874,107 |
| FY 2016 estimated expenditures | | | | | 6,174,938 | | | 6,174,938 | | 6,174,938 |
| FY 2017 budget request | | | | | 6,249,045 | | | 6,249,045 | | 6,249,045 |
| COMMUNITY DEV BLOCK GRANT-DISASTER RECOVERY 1 AND 2 | | | | | | | | | | |
| FY 2015 expenditures | Federal disaster recovery funding for housing, economic revitalization and community infrastructure. | | | | 5,803,595 | | | 5,803,595 | | 5,813,595 |
| FY 2016 estimated expenditures | | | | | | | | 0 | | |
| FY 2017 budget request | | | | | | | | 0 | | |
| DOWNTOWN TRANSP. & CAP. IMP. FUND | | | | | | | | | | |
| FY 2015 expenditures | Matching grants to municipalities in designated downtowns for transportation-related infrastructure improvements that support economic development. | | | 249,712 | | | | 249,712 | 1 | 181,316 |
| FY 2016 estimated expenditures | | | | 423,966 | | | | 423,966 | 1 | 335,151 |
| FY 2017 budget request | | | | 429,479 | | | | 429,479 | 1 | 335,151 |
| Total Department | | | | | | | | | | |
| | FY 2015 expenditures | 2,513,624 | 0 | 4,437,978 | 12,718,640 | 0 | 164,030 | 19,834,271 | 41 | 12,343,891 |
| | FY 2016 estimated expenditures | 2,536,040 | 0 | 4,954,698 | 8,239,493 | 0 | 142,082 | 15,872,313 | 41 | 7,952,076 |
| | FY 2017 budget request | 2,623,306 | 0 | 4,853,038 | 8,273,908 | 0 | 107,441 | 15,857,693 | 39 | 7,941,409 |

Organization: HOUSING AND COMMUNITY DEVELOPMENT

Budget Rollup Report

Budget Object Group: 1. PERSONAL SERVICES

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|------------------|----------------------------------|--|--------------------------------------|---|---|
| Salaries and Wages | 2,460,852 | 2,620,022 | 2,620,022 | 2,567,099 | (52,923) | -2.0% |
| Fringe Benefits | 1,080,426 | 1,227,562 | 1,227,562 | 1,282,959 | 55,397 | 4.5% |
| Contracted and 3rd Party Service | 3,136,793 | 3,083,667 | 3,083,667 | 3,066,667 | (17,000) | -0.6% |
| PerDiem and Other Personal Services | 6,906 | 7,600 | 7,600 | 23,130 | 15,530 | 204.3% |
| Budget Object Group Total: 1. PERSONAL SERVICES | 6,684,977 | 6,938,851 | 6,938,851 | 6,939,855 | 1,004 | 0.0% |

Budget Object Group: 2. OPERATING

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|----------------|----------------------------------|--|--------------------------------------|---|---|
| Equipment | 33,221 | 34,533 | 34,533 | 31,780 | (2,753) | -8.0% |
| IT/Telecom Services and Equipment | 50,309 | 63,074 | 63,074 | 56,976 | (6,098) | -9.7% |
| Travel | 61,844 | 114,819 | 114,819 | 93,206 | (21,613) | -18.8% |
| Supplies | 77,358 | 100,358 | 100,358 | 94,765 | (5,593) | -5.6% |
| Other Purchased Services | 177,263 | 178,604 | 178,604 | 184,230 | 5,626 | 3.1% |
| Other Operating Expenses | 163,997 | 141,279 | 141,279 | 186,437 | 45,158 | 32.0% |
| Rental Other | 13,467 | 15,583 | 15,583 | 20,200 | 4,617 | 29.6% |
| Rental Property | 27,408 | 85,682 | 85,682 | 69,870 | (15,812) | -18.5% |
| Property and Maintenance | 132,139 | 158,639 | 158,639 | 144,637 | (14,002) | -8.8% |
| Budget Object Group Total: 2. OPERATING | 737,007 | 892,571 | 892,571 | 882,101 | (10,470) | -1.2% |

Organization: HOUSING AND COMMUNITY DEVELOPMENT

Budget Rollup Report

Budget Object Group: 3. GRANTS

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|-----------------------|---|---|---|--|--|
| Grants Rollup | 1,484,873 | 1,441,987 | 1,441,987 | 1,357,213 | (84,774) | -5.9% |
| Budget Object Group Total: 3. GRANTS | 1,484,873 | 1,441,987 | 1,441,987 | 1,357,213 | (84,774) | -5.9% |
| Total Expenses | 8,906,858 | 9,273,409 | 9,273,409 | 9,179,169 | (94,240) | -1.0% |

| Fund Name | | | | | | |
|--------------------|------------------|------------------|------------------|------------------|-----------------|--------------|
| General Funds | 2,513,624 | 2,536,040 | 2,536,040 | 2,623,306 | 87,266 | 3.4% |
| Special Fund | 4,188,266 | 4,530,732 | 4,530,732 | 4,423,559 | (107,173) | -2.4% |
| Federal Funds | 2,040,938 | 2,064,555 | 2,064,555 | 2,024,863 | (39,692) | -1.9% |
| IDT Funds | 164,030 | 142,082 | 142,082 | 107,441 | (34,641) | -24.4% |
| Funds Total | 8,906,858 | 9,273,409 | 9,273,409 | 9,179,169 | (94,240) | -1.0% |

| | | | | | |
|----------------|--|--|--|-------|--|
| Position Count | | | | 38 | |
| FTE Total | | | | 37.69 | |

Organization: HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

Budget Object Group: 1. PERSONAL SERVICES

| | | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|----------------------------------|-------------|-----------------------|--|--|--|--|---|
| Salaries and Wages | | FY2015 Actuals | | | | | |
| Description | Code | | | | | | |
| Classified Employees | 500000 | 2,460,231 | 2,107,178 | 2,107,178 | 2,037,958 | (69,220) | -3.3% |
| Exempt | 500010 | 0 | 322,067 | 322,067 | 325,956 | 3,889 | 1.2% |
| Temporary Employees | 500040 | 0 | 204,345 | 204,345 | 217,311 | 12,966 | 6.3% |
| Overtime | 500060 | 621 | 0 | 0 | 0 | 0 | 0.0% |
| Vacancy Turnover Savings | 508000 | 0 | (13,568) | (13,568) | (14,126) | (558) | 4.1% |
| Total: Salaries and Wages | | 2,460,852 | 2,620,022 | 2,620,022 | 2,567,099 | (52,923) | -2.0% |

| Fringe Benefits | | | | | | | |
|-------------------------------|-------------|------------------|------------------|------------------|------------------|---------------|-------------|
| Description | Code | | | | | | |
| FICA - Classified Employees | 501000 | 182,260 | 161,194 | 161,194 | 155,909 | (5,285) | -3.3% |
| FICA - Exempt | 501010 | 0 | 24,637 | 24,637 | 24,934 | 297 | 1.2% |
| Health Ins - Classified Empl | 501500 | 458,050 | 524,118 | 524,118 | 550,146 | 26,028 | 5.0% |
| Health Ins - Exempt | 501510 | 0 | 44,102 | 44,102 | 69,802 | 25,700 | 58.3% |
| Retirement - Classified Empl | 502000 | 368,133 | 360,540 | 360,540 | 369,659 | 9,119 | 2.5% |
| Retirement - Exempt | 502010 | 0 | 43,048 | 43,048 | 36,423 | (6,625) | -15.4% |
| Dental - Classified Employees | 502500 | 27,785 | 35,785 | 35,785 | 28,223 | (7,562) | -21.1% |
| Dental - Exempt | 502510 | 0 | 3,976 | 3,976 | 3,321 | (655) | -16.5% |
| Life Ins - Classified Empl | 503000 | 6,559 | 6,539 | 6,539 | 6,075 | (464) | -7.1% |
| Life Ins - Exempt | 503010 | 0 | 272 | 272 | 556 | 284 | 104.4% |
| LTD - Classified Employees | 503500 | 1,114 | 853 | 853 | 355 | (498) | -58.4% |
| LTD - Exempt | 503510 | 0 | 738 | 738 | 750 | 12 | 1.6% |
| EAP - Classified Empl | 504000 | 1,104 | 1,075 | 1,075 | 1,023 | (52) | -4.8% |
| EAP - Exempt | 504010 | 0 | 120 | 120 | 121 | 1 | 0.8% |
| Workers Comp - Ins Premium | 505200 | 22,678 | 8,438 | 8,438 | 12,485 | 4,047 | 48.0% |
| Unemployment Compensation | 505500 | 12,129 | 11,280 | 11,280 | 22,330 | 11,050 | 98.0% |
| Catamount Health Assessment | 505700 | 615 | 847 | 847 | 847 | 0 | 0.0% |
| Total: Fringe Benefits | | 1,080,426 | 1,227,562 | 1,227,562 | 1,282,959 | 55,397 | 4.5% |

Organization: HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| | | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|--------|-----------------------|--|--|--|--|---|
| Contracted and 3rd Party Service | | FY2015 Actuals | | | | | |
| Description | Code | | | | | | |
| Contr&3Rd Pty-Educ & Training | 507350 | 5,000 | 0 | 0 | 0 | 0 | 0.0% |
| Contr-Compsoftware-Sysdevelop | 507553 | 106,262 | 59,000 | 59,000 | 49,000 | (10,000) | -16.9% |
| Advertising/Marketing-Other | 507563 | 11,234 | 0 | 0 | 0 | 0 | 0.0% |
| Other Contr and 3Rd Pty Serv | 507600 | 3,014,297 | 3,024,667 | 3,024,667 | 3,017,667 | (7,000) | -0.2% |
| Total: Contracted and 3rd Party Service | | 3,136,793 | 3,083,667 | 3,083,667 | 3,066,667 | (17,000) | -0.6% |

| PerDiem and Other Personal Services | | | | | | | |
|---|--------|------------------|------------------|------------------|------------------|---------------|---------------|
| Description | Code | | | | | | |
| Per Diem | 506000 | 6,850 | 7,600 | 7,600 | 8,000 | 400 | 5.3% |
| Other Pers Serv | 506200 | 0 | 0 | 0 | 15,130 | 15,130 | 0.0% |
| Service of Papers | 506240 | 56 | 0 | 0 | 0 | 0 | 0.0% |
| Total: PerDiem and Other Personal Services | | 6,906 | 7,600 | 7,600 | 23,130 | 15,530 | 204.3% |
| Total: 1. PERSONAL SERVICES | | 6,684,977 | 6,938,851 | 6,938,851 | 6,939,855 | 1,004 | 0.0% |

Budget Object Group: 2. OPERATING

| Equipment | | | | | | | |
|--------------------------------|--------|---------------|---------------|---------------|---------------|----------------|--------------|
| Description | Code | | | | | | |
| Hardware - Desktop & Laptop Pc | 522216 | 15,008 | 14,500 | 14,500 | 19,480 | 4,980 | 34.3% |
| Hw - Printers,Copiers,Scanners | 522217 | 160 | 0 | 0 | 0 | 0 | 0.0% |
| Other Equipment | 522400 | 12,931 | 17,533 | 17,533 | 8,500 | (9,033) | -51.5% |
| Furniture & Fixtures | 522700 | 5,122 | 2,500 | 2,500 | 3,800 | 1,300 | 52.0% |
| Total: Equipment | | 33,221 | 34,533 | 34,533 | 31,780 | (2,753) | -8.0% |

Organization: HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| | | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|-------------|-----------------------|--|--|--|--|---|
| IT/Telecom Services and Equipment | | FY2015 Actuals | | | | | |
| Description | Code | | | | | | |
| Tele-Internet-Dsl-Cable Modem | 516626 | 1,351 | 2,000 | 2,000 | 2,000 | 0 | 0.0% |
| Telecom-Data Telecom Services | 516651 | 233 | 233 | 233 | 235 | 2 | 0.9% |
| Telecom-Long Distance Service | 516655 | 261 | 2,000 | 2,000 | 4,750 | 2,750 | 137.5% |
| Telecom-Conf Calling Services | 516658 | 893 | 1,300 | 1,300 | 1,450 | 150 | 11.5% |
| Telecom-Wireless Phone Service | 516659 | 4,000 | 4,926 | 4,926 | 4,637 | (289) | -5.9% |
| It Intsvccost-Vision/Isdassess | 516671 | 2,285 | 2,471 | 2,471 | 2,506 | 35 | 1.4% |
| It Intsvccost- Dii - Telephone | 516672 | 13,259 | 13,557 | 13,557 | 13,361 | (196) | -1.4% |
| It Inter Svc Cost User Support | 516678 | 11,183 | 17,488 | 17,488 | 12,792 | (4,696) | -26.9% |
| Hw - Other Info Tech | 522200 | 1,305 | 2,360 | 2,360 | 2,360 | 0 | 0.0% |
| Hardware-Telephone User Equip | 522219 | 195 | 1,250 | 1,250 | 3,600 | 2,350 | 188.0% |
| Software - Other | 522220 | 1,898 | 3,183 | 3,183 | 3,594 | 411 | 12.9% |
| Software - Office Technology | 522221 | 672 | 750 | 750 | 1,000 | 250 | 33.3% |
| Sw-Database&Management Sys | 522222 | 6,236 | 6,800 | 6,800 | 0 | (6,800) | -100.0% |
| Software-Gis | 522223 | 2,280 | 2,356 | 2,356 | 4,691 | 2,335 | 99.1% |
| Hw-Personal Mobile Devices | 522258 | 4,258 | 2,400 | 2,400 | 0 | (2,400) | -100.0% |
| Total: IT/Telecom Services and Equipment | | 50,309 | 63,074 | 63,074 | 56,976 | (6,098) | -9.7% |

| Other Operating Expenses | | | | | | | |
|--|-------------|----------------|----------------|----------------|----------------|---------------|--------------|
| Description | Code | | | | | | |
| Single Audit Allocation | 523620 | 47,725 | 14,400 | 14,400 | 49,504 | 35,104 | 243.8% |
| Registration & Identification | 523640 | 305 | 260 | 260 | 350 | 90 | 34.6% |
| Taxes | 523660 | 7,990 | 8,619 | 8,619 | 9,000 | 381 | 4.4% |
| Bank Service Charges | 524000 | 15 | 0 | 0 | 6,800 | 6,800 | 0.0% |
| Reimbursement of Petty Cash | 525050 | 7 | 0 | 0 | 0 | 0 | 0.0% |
| Cost of Stock Items Sold | 525290 | 107,956 | 118,000 | 118,000 | 120,783 | 2,783 | 2.4% |
| Total: Other Operating Expenses | | 163,997 | 141,279 | 141,279 | 186,437 | 45,158 | 32.0% |

Organization: HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| Other Purchased Services | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Insurance Other Than Empl Bene | 516000 | 21,993 | 25,901 | 25,901 | 27,489 | 1,588 | 6.1% |
| Insurance - General Liability | 516010 | 20,022 | 5,603 | 5,603 | 5,521 | (82) | -1.5% |
| Dues | 516500 | 15,455 | 16,406 | 16,406 | 15,960 | (446) | -2.7% |
| Licenses | 516550 | 65 | 0 | 0 | 0 | 0 | 0.0% |
| Telecom-Mobile Wireless Data | 516623 | 5,320 | 5,610 | 5,610 | 6,350 | 740 | 13.2% |
| Telecom-Telephone Services | 516652 | 8,666 | 8,119 | 8,119 | 4,950 | (3,169) | -39.0% |
| It Int Svc Dii Allocated Fee | 516685 | 44,102 | 42,398 | 42,398 | 40,953 | (1,445) | -3.4% |
| Advertising-Print | 516813 | 9,372 | 6,875 | 6,875 | 10,000 | 3,125 | 45.5% |
| Advertising-Web | 516814 | 358 | 150 | 150 | 500 | 350 | 233.3% |
| Advertising-Other | 516815 | 15,655 | 30,740 | 30,740 | 27,460 | (3,280) | -10.7% |
| Advertising - Job Vacancies | 516820 | 2,956 | 1,500 | 1,500 | 1,500 | 0 | 0.0% |
| Client Meetings | 516855 | 339 | 500 | 500 | 500 | 0 | 0.0% |
| Printing and Binding | 517000 | 661 | 2,455 | 2,455 | 3,275 | 820 | 33.4% |
| Printing & Binding-Bgs Copy Ct | 517005 | 566 | 1,128 | 1,128 | 828 | (300) | -26.6% |
| Printing-Promotional | 517010 | 3,549 | 4,700 | 4,700 | 3,000 | (1,700) | -36.2% |
| Photocopying | 517020 | 0 | 3,300 | 3,300 | 2,225 | (1,075) | -32.6% |
| Registration For Meetings&Conf | 517100 | 8,859 | 10,759 | 10,759 | 11,784 | 1,025 | 9.5% |
| Training - Info Tech | 517110 | 0 | 500 | 500 | 500 | 0 | 0.0% |
| Postage | 517200 | 842 | 1,280 | 1,280 | 1,535 | 255 | 19.9% |
| Postage - Bgs Postal Svcs Only | 517205 | 3,276 | 5,275 | 5,275 | 4,970 | (305) | -5.8% |
| Freight & Express Mail | 517300 | 760 | 905 | 905 | 1,005 | 100 | 11.0% |
| Instate Conf, Meetings, Etc | 517400 | 652 | 0 | 0 | 0 | 0 | 0.0% |
| Other Purchased Services | 519000 | 9,981 | 4,500 | 4,500 | 13,925 | 9,425 | 209.4% |
| Moving State Agencies | 519040 | 3,815 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Other Purchased Services | | 177,263 | 178,604 | 178,604 | 184,230 | 5,626 | 3.1% |

Organization: HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| Property and Maintenance | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Water/Sewer | 510000 | 16,576 | 12,875 | 12,875 | 14,000 | 1,125 | 8.7% |
| Rubbish Removal | 510210 | 4,998 | 4,975 | 4,975 | 5,200 | 225 | 4.5% |
| Snow Removal | 510300 | 28,978 | 39,465 | 39,465 | 37,000 | (2,465) | -6.2% |
| Custodial | 510400 | 8,095 | 10,138 | 10,138 | 9,000 | (1,138) | -11.2% |
| Other Property Mgmt Services | 510500 | 370 | 0 | 0 | 0 | 0 | 0.0% |
| Lawn Maintenance | 510520 | 40,063 | 45,450 | 45,450 | 40,490 | (4,960) | -10.9% |
| Repair & Maint - Buildings | 512000 | 858 | 2,325 | 2,325 | 24,000 | 21,675 | 932.3% |
| Plumbing & Heating Systems | 512010 | 9,742 | 17,400 | 17,400 | 10,000 | (7,400) | -42.5% |
| Repair & Maint - Office Tech | 513010 | 4,157 | 4,956 | 4,956 | 3,548 | (1,408) | -28.4% |
| Other Repair & Maint Serv | 513200 | 18,302 | 21,055 | 21,055 | 399 | (20,656) | -98.1% |
| Repair&Maint-Property/Grounds | 513210 | 0 | 0 | 0 | 1,000 | 1,000 | 0.0% |
| Total: Property and Maintenance | | 132,139 | 158,639 | 158,639 | 144,637 | (14,002) | -8.8% |

| Rental Other | | | | | | | |
|----------------------------|-------------|---------------|---------------|---------------|---------------|--------------|--------------|
| Description | Code | | | | | | |
| Rental - Other | 515000 | 13,467 | 15,583 | 15,583 | 20,200 | 4,617 | 29.6% |
| Total: Rental Other | | 13,467 | 15,583 | 15,583 | 20,200 | 4,617 | 29.6% |

| Rental Property | | | | | | | |
|--------------------------------|-------------|---------------|---------------|---------------|---------------|-----------------|---------------|
| Description | Code | | | | | | |
| Rent Land & Bldgs-Office Space | 514000 | 20,930 | 79,385 | 79,385 | 63,766 | (15,619) | -19.7% |
| Rent Land&Bldgs-Non-Office | 514010 | 6,478 | 6,297 | 6,297 | 6,104 | (193) | -3.1% |
| Total: Rental Property | | 27,408 | 85,682 | 85,682 | 69,870 | (15,812) | -18.5% |

Organization: HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| Supplies | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------------------|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Office Supplies | 520000 | 4,420 | 8,181 | 8,181 | 10,125 | 1,944 | 23.8% |
| Vehicle & Equip Supplies&Fuel | 520100 | 135 | 2,530 | 2,530 | 0 | (2,530) | -100.0% |
| Gasoline | 520110 | 2,326 | 1,870 | 1,870 | 3,570 | 1,700 | 90.9% |
| Diesel | 520120 | 563 | 0 | 0 | 0 | 0 | 0.0% |
| Building Maintenance Supplies | 520200 | 2,255 | 1,400 | 1,400 | 4,100 | 2,700 | 192.9% |
| Plumbing, Heating & Vent | 520210 | 2,718 | 2,450 | 2,450 | 3,500 | 1,050 | 42.9% |
| Heating & Ventilation | 520211 | 603 | 2,450 | 2,450 | 0 | (2,450) | -100.0% |
| Small Tools | 520220 | 5 | 700 | 700 | 200 | (500) | -71.4% |
| Electrical Supplies | 520230 | 877 | 500 | 500 | 500 | 0 | 0.0% |
| Other General Supplies | 520500 | 4,642 | 5,349 | 5,349 | 9,000 | 3,651 | 68.3% |
| It & Data Processing Supplies | 520510 | 1,572 | 2,700 | 2,700 | 2,150 | (550) | -20.4% |
| Agric, Hort, Wildlife | 520580 | 1,554 | 1,203 | 1,203 | 1,200 | (3) | -0.2% |
| Fire, Protection & Safety | 520590 | 695 | 1,610 | 1,610 | 1,600 | (10) | -0.6% |
| Food | 520700 | 145 | 300 | 300 | 0 | (300) | -100.0% |
| Electricity | 521100 | 31,939 | 34,725 | 34,725 | 35,000 | 275 | 0.8% |
| Heating Oil #2 | 521220 | 14,098 | 15,000 | 15,000 | 15,000 | 0 | 0.0% |
| Propane Gas | 521320 | 4,725 | 13,650 | 13,650 | 7,000 | (6,650) | -48.7% |
| Books&Periodicals-Library/Educ | 521500 | 0 | 700 | 700 | 700 | 0 | 0.0% |
| Subscriptions | 521510 | 720 | 1,100 | 1,100 | 1,120 | 20 | 1.8% |
| Subscriptions Other Info Serv | 521515 | 26 | 0 | 0 | 0 | 0 | 0.0% |
| Road Supplies and Materials | 521600 | 45 | 100 | 100 | 0 | (100) | -100.0% |
| Household, Facility&Lab Suppl | 521800 | 2,364 | 2,840 | 2,840 | 0 | (2,840) | -100.0% |
| Paper Products | 521820 | 930 | 1,000 | 1,000 | 0 | (1,000) | -100.0% |
| Total: Supplies | | 77,358 | 100,358 | 100,358 | 94,765 | (5,593) | -5.6% |

Organization: HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| | | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---------------------------------|-------------|-----------------------|--|--|--|--|---|
| Travel | | FY2015 Actuals | | | | | |
| Description | Code | | | | | | |
| Travel-Inst-Auto Mileage-Emp | 518000 | 12,731 | 22,657 | 22,657 | 20,318 | (2,339) | -10.3% |
| Travel-Inst-Other Transp-Emp | 518010 | 16,745 | 20,050 | 20,050 | 17,250 | (2,800) | -14.0% |
| Travel-Inst-Meals-Emp | 518020 | 1,494 | 2,873 | 2,873 | 2,373 | (500) | -17.4% |
| Travel-Inst-Lodging-Emp | 518030 | 419 | 650 | 650 | 650 | 0 | 0.0% |
| Travel-Inst-Incidentals-Emp | 518040 | 202 | 716 | 716 | 680 | (36) | -5.0% |
| Travel-Inst-Auto Mileage-Nonemp | 518300 | 8,837 | 11,185 | 11,185 | 11,185 | 0 | 0.0% |
| Travel-Inst-Meals-Nonemp | 518320 | 941 | 5,050 | 5,050 | 3,300 | (1,750) | -34.7% |
| Travel-Inst-Lodging-Nonemp | 518330 | 0 | 300 | 300 | 0 | (300) | -100.0% |
| Travel-Outst-Auto Mileage-Emp | 518500 | 1,240 | 795 | 795 | 2,050 | 1,255 | 157.9% |
| Travel-Outst-Other Trans-Emp | 518510 | 6,288 | 18,450 | 18,450 | 14,800 | (3,650) | -19.8% |
| Travel-Outst-Meals-Emp | 518520 | 1,733 | 5,125 | 5,125 | 4,750 | (375) | -7.3% |
| Travel-Outst-Lodging-Emp | 518530 | 10,584 | 18,745 | 18,745 | 14,750 | (3,995) | -21.3% |
| Travel-Outst-Incidentals-Emp | 518540 | 630 | 2,073 | 2,073 | 1,100 | (973) | -46.9% |
| Travel-Outst-Other Trans-Nonemp | 518710 | 0 | 6,150 | 6,150 | 0 | (6,150) | -100.0% |
| Total: Travel | | 61,844 | 114,819 | 114,819 | 93,206 | (21,613) | -18.8% |
| Total: 2. OPERATING | | 737,007 | 892,571 | 892,571 | 882,101 | (10,470) | -1.2% |

Budget Object Group: 3. GRANTS

| Grants Rollup | | | | | | | |
|-----------------------------|-------------|------------------|------------------|------------------|------------------|-----------------|--------------|
| Description | Code | | | | | | |
| Grants To Municipalities | 550000 | 605,686 | 602,967 | 602,967 | 628,029 | 25,062 | 4.2% |
| Grants | 550220 | 452,852 | 500,000 | 500,000 | 400,000 | (100,000) | -20.0% |
| Other Grants | 550500 | 426,335 | 339,020 | 339,020 | 329,184 | (9,836) | -2.9% |
| Total: Grants Rollup | | 1,484,873 | 1,441,987 | 1,441,987 | 1,357,213 | (84,774) | -5.9% |
| Total: 3. GRANTS | | 1,484,873 | 1,441,987 | 1,441,987 | 1,357,213 | (84,774) | -5.9% |
| Total Expenses: | | 8,906,858 | 9,273,409 | 9,273,409 | 9,179,169 | (94,240) | -1.0% |

Organization: HOUSING AND COMMUNITY DEVELOPMENT

Budget Detail Report

| Fund Name | Fund Code | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference | |
|-------------------------------|-----------|------------------|----------------------------------|--|--------------------------------------|--|---|
| | | | | | | Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
| General Fund | 10000 | 2,513,624 | 2,536,040 | 2,536,040 | 2,623,306 | 87,266 | 3.4% |
| Misc Fines & Penalties | 21054 | 4,978 | 30,000 | 30,000 | 45,000 | 15,000 | 50.0% |
| Historic Sites Special Fund | 21325 | 434,842 | 494,208 | 494,208 | 489,660 | (4,548) | -0.9% |
| Municipal & Regional Planning | 21330 | 3,290,198 | 3,381,899 | 3,381,899 | 3,381,899 | 0 | 0.0% |
| Inter-Unit Transfers Fund | 21500 | 164,030 | 142,082 | 142,082 | 107,441 | (34,641) | -24.4% |
| Conference Fees & Donations | 21525 | 15,205 | 14,575 | 14,575 | 15,000 | 425 | 2.9% |
| ACCD-Mobile Home Park Laws | 21819 | 72,822 | 78,000 | 78,000 | 79,500 | 1,500 | 1.9% |
| ACCD-Miscellaneous Receipts | 21820 | 370,222 | 500,000 | 500,000 | 400,000 | (100,000) | -20.0% |
| Archeology Operations | 21918 | 0 | 32,050 | 32,050 | 12,500 | (19,550) | -61.0% |
| Federal Revenue Fund | 22005 | 2,040,938 | 2,064,555 | 2,064,555 | 2,024,863 | (39,692) | -1.9% |
| Funds Total: | | 8,906,858 | 9,273,409 | 9,273,409 | 9,179,169 | (94,240) | -1.0% |

| | | | | | | |
|----------------|--|--|--|--|-------|--|
| Position Count | | | | | 38 | |
| FTE Total | | | | | 37.69 | |

Department: HOUSING AND COMMUNITY DEVELOPMENT

GRANTS TO NON-STATE-GOVERNMENT ENTITIES

| Budget Request Code | Fund | Justification | Est Amount |
|---------------------|-------|---|--------------------|
| 6186 | 10000 | CVOEO - First Stop - Mobile Home Park Assistance | \$70,000 |
| 6186 | 21330 | Municipal Planning | \$457,482 |
| 6186 | 21500 | ANR - Electric Car Charging Stations - Downtown Program | \$50,000 |
| 6186 | 21819 | Mobile Home Park - Mediation | \$4,000 |
| 6186 | 21820 | VT Housing Conservation Board - Buyouts | \$400,000 |
| 6186 | 22005 | Historic Preservation - Certified Local Government | \$120,547 |
| 6186 | 22005 | VT Housing Conservation Board - Home Program | \$255,184 |
| | | Total | \$1,357,213 |

Department: HOUSING AND COMMUNITY DEVELOPMENT

FEDERAL GRANT RECEIPTS

| Budget Request Code | Fund | Justification | Est Amount |
|----------------------------|-------------|---|--------------------|
| 6187 | 22005 | CFDA 14.228 HUD - CDBG Program | \$770,842 |
| 6187 | 22005 | CFDA 14.239 HUD - HOME Investment Partnerships | \$377,068 |
| 6187 | 22005 | CFDA 14.269 HUD - CDBG - DR2 | \$131,463 |
| 6187 | 22005 | CFDA 15.904 NPS - Historic Preservation Grants - in Aid | \$745,490 |
| | | Total | \$2,024,863 |

Department: HOUSING AND COMMUNITY DEVELOPMENT

INTERDEPARTMENTAL TRANSFER RECEIPTS

| Budget Request Code | Fund | Justification | Est Amount |
|----------------------------|-------------|---|-------------------|
| 6188 | 21500 | ANR BU 06100 - Electric Vehicle Charge Installation | \$50,000 |
| 6188 | 21500 | AOT BU 08100 - Archeology Heritage Month/VAI | \$47,349 |
| 6188 | 21500 | AOT BU 08100 - Chimney Point | \$10,092 |
| | | Total | \$107,441 |

**HOUSING AND COMMUNITY DEVELOPMENT
FY 17 CONTRACT DETAIL**

| Name/Type | Account | | FY 2017 | General | | Mun/Reg | Interdept | Misc |
|--|---------|-------|--------------------|----------------|-----------------|--------------------|-----------------|-----------------|
| | Code | Fund | Contracts Request | Fund | Federal | Plan Spec Fund | Transfer | Spec Fund |
| AGATE Intelligrants | 507553 | 22005 | \$44,000 | \$1,000 | \$43,000 | \$0 | \$0 | \$0 |
| VELCO | 507553 | 21054 | \$5,000 | \$0 | \$0 | \$0 | \$0 | \$5,000 |
| Intervale | 507600 | 21054 | \$10,000 | \$0 | \$0 | \$0 | \$0 | \$10,000 |
| Woodstock Mitigation | 507600 | 21054 | \$30,000 | \$0 | \$0 | \$0 | \$0 | \$30,000 |
| Regional Planning Commissions | 507600 | 21330 | \$2,924,417 | \$0 | \$0 | \$2,924,417 | \$0 | \$0 |
| Archeology Box Fees | 507600 | 21918 | \$10,000 | \$0 | \$0 | \$0 | \$0 | \$10,000 |
| Archeology Month | 507600 | 21500 | \$17,000 | \$0 | \$0 | \$0 | \$17,000 | \$0 |
| Archeology VAI | 507600 | 21500 | \$16,000 | \$0 | \$0 | \$0 | \$16,000 | \$0 |
| Hist. Sites Chimney Point Exhibit | 507600 | 21500 | \$10,250 | \$0 | \$0 | \$0 | \$10,092 | \$158 |
| Total Housing and Community Development | | | \$3,066,667 | \$1,000 | \$43,000 | \$2,924,417 | \$43,092 | \$55,158 |
| Comp Software/System Develop | 507553 | | \$49,000 | \$1,000 | \$43,000 | \$0 | \$0 | \$5,000 |
| Other Contracts & Third Party Svcs | 507600 | | \$3,017,667 | \$0 | \$0 | \$2,924,417 | \$43,092 | \$50,158 |
| | | | \$3,066,667 | \$1,000 | \$43,000 | \$2,924,417 | \$43,092 | \$55,158 |

**Department of Housing & Community Development
General Fund Carry-forward Balances - June 30, 2015**

Source: VISION Query - VT_APPROP_FUND_SUM_NW

| Unit | Fund | Dept | Budget Amt | Encumb Amt | Expended Amt | Available Amt |
|-------|-------|------------|----------------|------------|--------------|---------------|
| 07110 | 10000 | 7110010000 | (2,906,710.07) | 326,841.41 | 2,513,623.98 | (66,244.68) |

Carry-forward Justification for Dept 7110010000:

Estimated FY16 Pay Act:

| | |
|---|------------------|
| Historic Sites | 15,721.19 |
| Housing & Community Development | 43,706.10 |
| Total Estimated FY16 Pay Act Needs | 59,427.29 |

Planning Manual:

During the 2014 Legislative session, H.823 (became Act 146) requires DHCD to combine the growth center manual with the planning manual and provide an updated document to the legislature by November 2015. This will require a substantial amount of work to draft, edit, illustrate, format & make available to the public. Outreach to stakeholders and project outline and timeline has begun. The bulk of this work is being done by staff but a temporary employee was hired to assist in fiscal year 2015. His work will extend into fiscal year 2016 to complete the project and is the basis for carryforward request.

6,817.39

TOTAL CARRY-FORWARD DEPTID 7110010000

66,244.68

One-Time Appropriations:

| Unit | Fund | Dept | Budget Amt | Encumb Amt | Expended Amt | Available Amt |
|-------|-------|------------|-------------|------------|--------------|---------------|
| 07110 | 10000 | 7110891105 | (90,652.70) | 0.00 | 74,607.32 | (16,045.38) |
| 07110 | 10000 | 7110891303 | (43,994.83) | 22,944.83 | 21,050.00 | 0.00 |

Carry-forward Justifications - One Time:

07110 10000 7110891105 - HP Digital Database 16,045.38
Act 63, Sec C.100(1)(D)
Historic Preservation (HP) digital database funding was appropriated from FY11 anticipated excess state funds per legislature. HP worked with ACCD IT staff, DII, and VSARA to develop this project and a contract was awarded to SecureShred on January 1, 2014 to scan and create an online research port. Percentage of completion to date 65%. Contract completion date December 31, 2015.

07110 10000 7110891303 - Mobile Home Resilience Activities-Encumbrance 22,944.83
Act 137 Sec. B.1107 (a)
For Mobile Home Study followup finalized in FY16.

Organization: COMMUNITY DEVELOPMENT BLOCK GRANTS

Budget Rollup Report

Budget Object Group: 3. GRANTS

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|-----------------------|---|---|---|--|--|
| Grants Rollup | 10,677,702 | 6,174,938 | 6,174,938 | 6,249,045 | 74,107 | 1.2% |
| Budget Object Group Total: 3. GRANTS | 10,677,702 | 6,174,938 | 6,174,938 | 6,249,045 | 74,107 | 1.2% |
| Total Expenses | 10,677,702 | 6,174,938 | 6,174,938 | 6,249,045 | 74,107 | 1.2% |
| Fund Name | | | | | | |
| Federal Funds | 10,677,702 | 6,174,938 | 6,174,938 | 6,249,045 | 74,107 | 1.2% |
| Funds Total | 10,677,702 | 6,174,938 | 6,174,938 | 6,249,045 | 74,107 | 1.2% |

Organization: COMMUNITY DEVELOPMENT BLOCK GRANTS

Budget Detail Report

Budget Object Group: 3. GRANTS

| Grants Rollup | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|-----------------------------|----------------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Grants To Municipalities | 550000 | 5,973,830 | 6,174,938 | 6,174,938 | 6,249,045 | 74,107 | 1.2% |
| Grants | 550220 | 4,603,052 | 0 | 0 | 0 | 0 | 0.0% |
| Other Grants | 550500 | 100,820 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Grants Rollup | | 10,677,702 | 6,174,938 | 6,174,938 | 6,249,045 | 74,107 | 1.2% |
| Total: 3. GRANTS | | 10,677,702 | 6,174,938 | 6,174,938 | 6,249,045 | 74,107 | 1.2% |
| Total Expenses: | | 10,677,702 | 6,174,938 | 6,174,938 | 6,249,045 | 74,107 | 1.2% |
| Fund Name | Fund Code | | | | | | |
| Federal Revenue Fund | 22005 | 10,677,702 | 6,174,938 | 6,174,938 | 6,249,045 | 74,107 | 1.2% |
| Funds Total: | | 10,677,702 | 6,174,938 | 6,174,938 | 6,249,045 | 74,107 | 1.2% |

Department: COMMUNITY DEVELOPMENT BLOCK GRANTS

GRANTS TO NON-STATE-GOVERNMENT ENTITIES

| Budget Request Code | Fund | Justification | Est Amount |
|----------------------------|-------------|--|--------------------|
| 6190 | 22005 | CFDA 14.228 HUD - CDBG State's Program | \$6,249,045 |
| | | Total | \$6,249,045 |

Department: COMMUNITY DEVELOPMENT BLOCK GRANTS

FEDERAL GRANT RECEIPTS

| Budget Request Code | Fund | Justification | Est Amount |
|----------------------------|-------------|--|--------------------|
| 6191 | 22005 | CFDA 14.228 HUD - CDBG State's Program | \$6,249,045 |
| | | Total | \$6,249,045 |

Organization: DOWNTOWN TRANSPORTATION AND CAPITAL IMPROVEMENT FUND

Budget Rollup Report

Budget Object Group: 1. PERSONAL SERVICES

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-----------------------|---|---|---|--|--|
| Salaries and Wages | 43,058 | 53,310 | 53,310 | 56,493 | 3,183 | 6.0% |
| Fringe Benefits | 25,337 | 35,505 | 35,505 | 37,835 | 2,330 | 6.6% |
| PerDiem and Other Personal Services | 0 | 0 | 0 | 0 | 0 | 0.0% |
| Budget Object Group Total: 1. PERSONAL SERVICES | 68,396 | 88,815 | 88,815 | 94,328 | 5,513 | 6.2% |

Budget Object Group: 3. GRANTS

| Budget Object Rollup Name | | | | | | |
|---|----------------|----------------|----------------|----------------|----------|-------------|
| Grants Rollup | 181,316 | 335,151 | 335,151 | 335,151 | 0 | 0.0% |
| Budget Object Group Total: 3. GRANTS | 181,316 | 335,151 | 335,151 | 335,151 | 0 | 0.0% |

| | | | | | | |
|-----------------------|----------------|----------------|----------------|----------------|--------------|-------------|
| Total Expenses | 249,712 | 423,966 | 423,966 | 429,479 | 5,513 | 1.3% |
|-----------------------|----------------|----------------|----------------|----------------|--------------|-------------|

| Fund Name | | | | | | |
|--------------------|----------------|----------------|----------------|----------------|--------------|-------------|
| Special Fund | 249,712 | 423,966 | 423,966 | 429,479 | 5,513 | 1.3% |
| Funds Total | 249,712 | 423,966 | 423,966 | 429,479 | 5,513 | 1.3% |

| | | | | | | |
|----------------|--|--|--|---|--|--|
| Position Count | | | | 1 | | |
| FTE Total | | | | 1 | | |

Organization: DOWNTOWN TRANSPORTATION AND CAPITAL IMPROVEMENT FUIIND

Budget Detail Report

Budget Object Group: 1. PERSONAL SERVICES

| | | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|----------------------------------|--------|-----------------------|--|---|--|---|--|
| Salaries and Wages | | FY2015 Actuals | | | | | |
| Description | Code | | | | | | |
| Classified Employees | 500000 | 43,058 | 53,310 | 53,310 | 56,493 | 3,183 | 6.0% |
| Total: Salaries and Wages | | 43,058 | 53,310 | 53,310 | 56,493 | 3,183 | 6.0% |

| Fringe Benefits | | | | | | | |
|-------------------------------|--------|---------------|---------------|---------------|---------------|--------------|-------------|
| Description | Code | | | | | | |
| FICA - Classified Employees | 501000 | 3,021 | 4,078 | 4,078 | 4,322 | 244 | 6.0% |
| Health Ins - Classified Empl | 501500 | 14,297 | 21,092 | 21,092 | 22,583 | 1,491 | 7.1% |
| Retirement - Classified Empl | 502000 | 7,367 | 9,121 | 9,121 | 9,869 | 748 | 8.2% |
| Dental - Classified Employees | 502500 | 482 | 994 | 994 | 830 | (164) | -16.5% |
| Life Ins - Classified Empl | 503000 | 147 | 190 | 190 | 201 | 11 | 5.8% |
| EAP - Classified Empl | 504000 | 23 | 30 | 30 | 30 | 0 | 0.0% |
| Total: Fringe Benefits | | 25,337 | 35,505 | 35,505 | 37,835 | 2,330 | 6.6% |

| | | | | | | | |
|------------------------------------|--|---------------|---------------|---------------|---------------|--------------|-------------|
| Total: 1. PERSONAL SERVICES | | 68,396 | 88,815 | 88,815 | 94,328 | 5,513 | 6.2% |
|------------------------------------|--|---------------|---------------|---------------|---------------|--------------|-------------|

Organization: DOWNTOWN TRANSPORTATION AND CAPITAL IMPROVEMENT FUIND

Budget Detail Report

Budget Object Group: 3. GRANTS

| Grants Rollup | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------------------|--------------|----------------|--|---|--|---|--|
| Description | Code | | | | | | |
| Grants To Municipalities | 550000 | 181,316 | 335,151 | 335,151 | 335,151 | 0 | 0.0% |
| Total: Grants Rollup | | 181,316 | 335,151 | 335,151 | 335,151 | 0 | 0.0% |
| Total: 3. GRANTS | | 181,316 | 335,151 | 335,151 | 335,151 | 0 | 0.0% |
| Total Expenses: | | 249,712 | 423,966 | 423,966 | 429,479 | 5,513 | 1.3% |
| Fund Name | Fund Code | | | | | | |
| Downtown Trans & Capital Impro | 21575 | 249,712 | 423,966 | 423,966 | 429,479 | 5,513 | 1.3% |
| Funds Total: | | 249,712 | 423,966 | 423,966 | 429,479 | 5,513 | 1.3% |
| Position Count | | | | | 1 | | |
| FTE Total | | | | | 1 | | |

Department: DOWNTOWN TRANSPORTATION AND CAPITAL IMPROVEMENT FUND

GRANTS TO NON-STATE-GOVERNMENT ENTITIES

| Budget Request Code | Fund | Justification | Est Amount |
|---------------------|-------|-----------------|------------------|
| 6193 | 21575 | Downtown Grants | \$335,151 |
| | | Total | \$335,151 |

Downtown Transportation and Capital Improvement Fund
Grants Awarded in FY15

| | |
|----------------------|------------------|
| 2015-01 Barre City | \$62,000 |
| 2015-02 Bristol Town | \$37,169 |
| 2015-03 Rutland City | \$96,973 |
| 2015-04 Windsor Town | \$89,076 |
| | <u>\$285,218</u> |

Department of Tourism & Marketing

Megan Smith, Commissioner

Steve Cook, Deputy Commissioner

| | |
|---------------------------------|-------------|
| Tourism & Marketing | \$3,194,386 |
| Vermont Life | 732,368 |
| FY 2017 Governor's Recommend | \$3,926,754 |

Fiscal Year 2017 Budget Changes by Dept. - Tourism and Marketing By Fund

| | General \$\$ | Interdept'l Transfer \$\$ | All other \$\$ | Total \$\$ |
|--|------------------|------------------------------|------------------|------------------|
| Approp #1 Tourism and Marketing: FY 2016 Approp | 3,128,852 | 100,000 | 0 | 3,228,852 |
| ACT 58, FY 16 Internal Service Reductions | (4,301) | | | (4,301) |
| Approp #1, FY 2016 Approp Amended | 3,124,551 | 100,000 | 0 | 3,224,551 |
| Retirement Incentive Position loss (Travel Information Chief) | (96,291) | | | (96,291) |
| Salary/Benefits net increase | 69,734 | | | 69,734 |
| Insurance (General Liab, W/C, Prop) increase | 1,115 | | | 1,115 |
| Miscellaneous operating reduction | (4,723) | | | (4,723) |
| Total Additions/(Reductions) FY 2017 to reach Gov Rec | (30,165) | 0 | 0 | (30,165) |
| Tourism and Marketing FY 2017 Governor Recommend | 3,094,386 | 100,000 | 0 | 3,194,386 |
| Approp #2 VT Life Magazine: FY 2016 Approp | | | 868,780 | 868,780 |
| Salary/Benefits Net Decrease | | | (38,459) | (38,459) |
| Retirement Incentive Position loss (Financial Administrator III) | | | (96,578) | (96,578) |
| Web hosting contract/operating reduction | | | (1,375) | (1,375) |
| Total Additions/(Reductions) FY 2017 to reach Gov Recommend | 0 | 0 | (136,412) | (136,412) |
| FY 2017 Governor Recommend | 0 | 0 | 732,368 | 732,368 |
| Tourism and Marketing FY 2017 Governor Recommend | 3,094,386 | 100,000 | 732,368 | 3,926,754 |
| | | | | 3,926,754 |

Organization: TOURISM AND MARKETING

Budget Rollup Report

Budget Object Group: 1. PERSONAL SERVICES

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-----------------------|---|---|---|--|--|
| Salaries and Wages | 564,983 | 554,459 | 554,459 | 509,715 | (44,744) | -8.1% |
| Fringe Benefits | 234,747 | 227,377 | 227,377 | 225,428 | (1,949) | -0.9% |
| Contracted and 3rd Party Service | 353,081 | 398,089 | 398,089 | 380,145 | (17,944) | -4.5% |
| PerDiem and Other Personal Services | 3,400 | 40,108 | 40,108 | 51,815 | 11,707 | 29.2% |
| Budget Object Group Total: 1. PERSONAL SERVICES | 1,156,211 | 1,220,033 | 1,220,033 | 1,167,103 | (52,930) | -4.3% |

Budget Object Group: 2. OPERATING

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-----------------------|---|---|---|--|--|
| Equipment | 6,660 | 0 | 0 | 0 | 0 | 0.0% |
| IT/Telecom Services and Equipment | 27,056 | 51,794 | 51,794 | 38,814 | (12,980) | -25.1% |
| Travel | 48,803 | 56,295 | 56,295 | 52,670 | (3,625) | -6.4% |
| Supplies | 6,589 | 4,080 | 4,080 | 7,025 | 2,945 | 72.2% |
| Other Purchased Services | 1,767,300 | 1,715,144 | 1,715,144 | 1,749,608 | 34,464 | 2.0% |
| Other Operating Expenses | 1,419 | 1,261 | 1,261 | 1,458 | 197 | 15.6% |
| Rental Other | 7,593 | 7,500 | 7,500 | 4,728 | (2,772) | -37.0% |
| Rental Property | 1,558 | 1,415 | 1,415 | 1,600 | 185 | 13.1% |
| Property and Maintenance | 1,314 | 950 | 950 | 1,000 | 50 | 5.3% |
| Budget Object Group Total: 2. OPERATING | 1,868,292 | 1,838,439 | 1,838,439 | 1,856,903 | 18,464 | 1.0% |

Organization: TOURISM AND MARKETING

Budget Rollup Report

Budget Object Group: 3. GRANTS

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|----------------|----------------------------------|--|--------------------------------------|---|---|
| Grants Rollup | 264,594 | 170,380 | 170,380 | 170,380 | 0 | 0.0% |
| Budget Object Group Total: 3. GRANTS | 264,594 | 170,380 | 170,380 | 170,380 | 0 | 0.0% |

| | | | | | | |
|-----------------------|------------------|------------------|------------------|------------------|-----------------|--------------|
| Total Expenses | 3,289,097 | 3,228,852 | 3,228,852 | 3,194,386 | (34,466) | -1.1% |
|-----------------------|------------------|------------------|------------------|------------------|-----------------|--------------|

| Fund Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------|------------------|----------------------------------|--|--------------------------------------|---|---|
| General Funds | 3,219,079 | 3,128,852 | 3,128,852 | 3,094,386 | (34,466) | -1.1% |
| IDT Funds | 70,018 | 100,000 | 100,000 | 100,000 | 0 | 0.0% |
| Funds Total | 3,289,097 | 3,228,852 | 3,228,852 | 3,194,386 | (34,466) | -1.1% |

| | | | | | | |
|----------------|--|--|--|---|--|--|
| Position Count | | | | 8 | | |
| FTE Total | | | | 8 | | |

Organization: TOURISM AND MARKETING

Budget Detail Report

Budget Object Group: 1. PERSONAL SERVICES

| | | | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|----------------------------------|--------|-----------------------|--|---|--|--|--|
| Salaries and Wages | | FY2015 Actuals | | | | | |
| Description | Code | | | | | | |
| Classified Employees | 500000 | 564,983 | 334,070 | 334,070 | 279,198 | (54,872) | -16.4% |
| Exempt | 500010 | 0 | 224,182 | 224,182 | 233,708 | 9,526 | 4.2% |
| Vacancy Turnover Savings | 508000 | 0 | (3,793) | (3,793) | (3,191) | 602 | -15.9% |
| Total: Salaries and Wages | | 564,983 | 554,459 | 554,459 | 509,715 | (44,744) | -8.1% |

| Fringe Benefits | | | | | | | |
|-------------------------------|--------|----------------|----------------|----------------|----------------|----------------|--------------|
| Description | Code | | | | | | |
| FICA - Classified Employees | 501000 | 42,215 | 25,557 | 25,557 | 21,360 | (4,197) | -16.4% |
| FICA - Exempt | 501010 | 0 | 17,151 | 17,151 | 17,879 | 728 | 4.2% |
| Health Ins - Classified Empl | 501500 | 90,917 | 61,360 | 61,360 | 65,696 | 4,336 | 7.1% |
| Health Ins - Exempt | 501510 | 0 | 21,092 | 21,092 | 30,795 | 9,703 | 46.0% |
| Retirement - Classified Empl | 502000 | 87,419 | 57,159 | 57,159 | 48,777 | (8,382) | -14.7% |
| Retirement - Exempt | 502010 | 0 | 31,955 | 31,955 | 29,405 | (2,550) | -8.0% |
| Dental - Classified Employees | 502500 | 5,230 | 5,964 | 5,964 | 4,150 | (1,814) | -30.4% |
| Dental - Exempt | 502510 | 0 | 2,982 | 2,982 | 2,490 | (492) | -16.5% |
| Life Ins - Classified Empl | 503000 | 1,718 | 1,003 | 1,003 | 993 | (10) | -1.0% |
| Life Ins - Exempt | 503010 | 0 | 517 | 517 | 544 | 27 | 5.2% |
| LTD - Classified Employees | 503500 | 442 | 0 | 0 | 0 | 0 | 0.0% |
| LTD - Exempt | 503510 | 0 | 516 | 516 | 538 | 22 | 4.3% |
| EAP - Classified Empl | 504000 | 289 | 180 | 180 | 150 | (30) | -16.7% |
| EAP - Exempt | 504010 | 0 | 90 | 90 | 90 | 0 | 0.0% |
| Workers Comp - Ins Premium | 505200 | 5,234 | 1,851 | 1,851 | 2,561 | 710 | 38.4% |
| Unemployment Compensation | 505500 | 1,165 | 0 | 0 | 0 | 0 | 0.0% |
| Catamount Health Assessment | 505700 | 119 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Fringe Benefits | | 234,747 | 227,377 | 227,377 | 225,428 | (1,949) | -0.9% |

Organization: TOURISM AND MARKETING

Budget Detail Report

| Contracted and 3rd Party Service | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Contr&3Rd Pty - Info Tech | 507550 | 110,399 | 19,800 | 19,800 | 30,300 | 10,500 | 53.0% |
| Creative/Development | 507561 | 16,694 | 0 | 0 | 75,000 | 75,000 | 0.0% |
| Creative/Development-Web | 507562 | 0 | 35,000 | 35,000 | 0 | (35,000) | -100.0% |
| Advertising/Marketing-Other | 507563 | 82,703 | 178,500 | 178,500 | 98,000 | (80,500) | -45.1% |
| Media-Planning/Buying | 507564 | 62,025 | 61,000 | 61,000 | 76,000 | 15,000 | 24.6% |
| Other Contr and 3Rd Pty Serv | 507600 | 81,259 | 103,789 | 103,789 | 100,845 | (2,944) | -2.8% |
| Total: Contracted and 3rd Party Service | | 353,081 | 398,089 | 398,089 | 380,145 | (17,944) | -4.5% |

| PerDiem and Other Personal Services | | | | | | | |
|---|-------------|------------------|------------------|------------------|------------------|-----------------|--------------|
| Description | Code | | | | | | |
| Per Diem | 506000 | 3,400 | 3,000 | 3,000 | 3,500 | 500 | 16.7% |
| Other Pers Serv | 506200 | 0 | 37,108 | 37,108 | 48,315 | 11,207 | 30.2% |
| Total: PerDiem and Other Personal Services | | 3,400 | 40,108 | 40,108 | 51,815 | 11,707 | 29.2% |
| Total: 1. PERSONAL SERVICES | | 1,156,211 | 1,220,033 | 1,220,033 | 1,167,103 | (52,930) | -4.3% |

Budget Object Group: 2. OPERATING

| Equipment | | | | | | | |
|--------------------------------|-------------|--------------|----------|----------|----------|----------|-------------|
| Description | Code | | | | | | |
| Hardware - Desktop & Laptop Pc | 522216 | 6,660 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Equipment | | 6,660 | 0 | 0 | 0 | 0 | 0.0% |

Organization: TOURISM AND MARKETING

Budget Detail Report

| IT/Telecom Services and Equipment | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Telecom-Toll Free Phone Serv | 516657 | 3,022 | 12,500 | 12,500 | 6,000 | (6,500) | -52.0% |
| Telecom-Conf Calling Services | 516658 | 67 | 125 | 125 | 150 | 25 | 20.0% |
| Telecom-Wireless Phone Service | 516659 | 1,870 | 1,970 | 1,970 | 2,165 | 195 | 9.9% |
| It Intsvccost-Vision/Isdassess | 516671 | 527 | 542 | 542 | 514 | (28) | -5.2% |
| It Intsvccost- Dii - Telephone | 516672 | 3,665 | 3,500 | 3,500 | 3,600 | 100 | 2.9% |
| It Inter Svc Cost User Support | 516678 | 8,629 | 12,323 | 12,323 | 7,235 | (5,088) | -41.3% |
| Hw - Other Info Tech | 522200 | 565 | 0 | 0 | 0 | 0 | 0.0% |
| Software - Other | 522220 | 0 | 5,316 | 5,316 | 0 | (5,316) | -100.0% |
| Software-Gis | 522223 | 526 | 518 | 518 | 965 | 447 | 86.3% |
| Sw-Website Dev Maint Hosting | 522224 | 6,750 | 15,000 | 15,000 | 17,385 | 2,385 | 15.9% |
| Hw-Personal Mobile Devices | 522258 | 1,435 | 0 | 0 | 800 | 800 | 0.0% |
| Total: IT/Telecom Services and Equipment | | 27,056 | 51,794 | 51,794 | 38,814 | (12,980) | -25.1% |

| Other Operating Expenses | | | | | | | |
|--|-------------|--------------|--------------|--------------|--------------|------------|--------------|
| Description | Code | | | | | | |
| Single Audit Allocation | 523620 | 1,379 | 1,131 | 1,131 | 1,418 | 287 | 25.4% |
| Registration & Identification | 523640 | 40 | 130 | 130 | 40 | (90) | -69.2% |
| Total: Other Operating Expenses | | 1,419 | 1,261 | 1,261 | 1,458 | 197 | 15.6% |

| Other Purchased Services | | | | | | | |
|---------------------------------|-------------|---------|---------|---------|---------|---------|-------|
| Description | Code | | | | | | |
| Insurance Other Than Empl Bene | 516000 | 5,075 | 5,686 | 5,686 | 5,638 | (48) | -0.8% |
| Insurance - General Liability | 516010 | 4,621 | 1,231 | 1,231 | 1,132 | (99) | -8.0% |
| Dues | 516500 | 170,514 | 172,125 | 172,125 | 170,905 | (1,220) | -0.7% |
| Telecom-Mobile Wireless Data | 516623 | 1,788 | 1,650 | 1,650 | 1,790 | 140 | 8.5% |
| Telecom-Telephone Services | 516652 | 110 | 0 | 0 | 0 | 0 | 0.0% |
| It Int Svc Dii Allocated Fee | 516685 | 9,654 | 9,540 | 9,540 | 9,214 | (326) | -3.4% |

Organization: TOURISM AND MARKETING

Budget Detail Report

| Other Purchased Services (cont) | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|--------|-----------------------|---|---|---|--|--|
| Advertising-Tv | 516811 | 81,721 | 290,000 | 290,000 | 255,000 | (35,000) | -12.1% |
| Advertising-Radio | 516812 | 28,325 | 90,300 | 90,300 | 128,300 | 38,000 | 42.1% |
| Advertising-Print | 516813 | 142,129 | 97,000 | 97,000 | 121,500 | 24,500 | 25.3% |
| Advertising-Web | 516814 | 1,008,974 | 647,147 | 647,147 | 740,039 | 92,892 | 14.4% |
| Advertising-Other | 516815 | 145,776 | 201,790 | 201,790 | 149,640 | (52,150) | -25.8% |
| Advertising - Out of Home | 516817 | 7,484 | 40,000 | 40,000 | 7,200 | (32,800) | -82.0% |
| Advertising - Job Vacancies | 516820 | 195 | 0 | 0 | 0 | 0 | 0.0% |
| Trade Shows & Events | 516870 | 33,274 | 32,600 | 32,600 | 32,500 | (100) | -0.3% |
| Giveaways | 516871 | 8,494 | 6,000 | 6,000 | 8,400 | 2,400 | 40.0% |
| Photography | 516875 | 275 | 750 | 750 | 1,000 | 250 | 33.3% |
| Printing and Binding | 517000 | 9,420 | 15,050 | 15,050 | 8,150 | (6,900) | -45.8% |
| Printing & Binding-Bgs Copy Ct | 517005 | 1,186 | 0 | 0 | 1,000 | 1,000 | 0.0% |
| Printing-Promotional | 517010 | 30,136 | 20,850 | 20,850 | 24,050 | 3,200 | 15.3% |
| Registration For Meetings&Conf | 517100 | 6,751 | 9,695 | 9,695 | 6,900 | (2,795) | -28.8% |
| Postage | 517200 | 29,973 | 35,630 | 35,630 | 36,400 | 770 | 2.2% |
| Postage - Bgs Postal Svcs Only | 517205 | 3,734 | 0 | 0 | 0 | 0 | 0.0% |
| Freight & Express Mail | 517300 | 29,130 | 28,700 | 28,700 | 28,150 | (550) | -1.9% |
| Other Purchased Services | 519000 | 2,135 | 1,200 | 1,200 | 1,500 | 300 | 25.0% |
| Brochure Distribution | 519030 | 6,426 | 8,200 | 8,200 | 11,200 | 3,000 | 36.6% |
| Total: Other Purchased Services | | 1,767,300 | 1,715,144 | 1,715,144 | 1,749,608 | 34,464 | 2.0% |

| Property and Maintenance | | | | | | | |
|--|-------------|--------------|------------|------------|--------------|-----------|-------------|
| Description | Code | | | | | | |
| Rep&Maint-Info Tech Hardware | 513000 | 335 | 0 | 0 | 0 | 0 | 0.0% |
| Repair & Maint - Office Tech | 513010 | 979 | 950 | 950 | 1,000 | 50 | 5.3% |
| Total: Property and Maintenance | | 1,314 | 950 | 950 | 1,000 | 50 | 5.3% |

| Rental Other | | | | | | | |
|--------------------------------|-------------|--------------|--------------|--------------|--------------|----------------|---------------|
| Description | Code | | | | | | |
| Rental of Equipment & Vehicles | 514500 | 982 | 0 | 0 | 0 | 0 | 0.0% |
| Rental - Auto | 514550 | 6,611 | 7,500 | 7,500 | 4,728 | (2,772) | -37.0% |
| Total: Rental Other | | 7,593 | 7,500 | 7,500 | 4,728 | (2,772) | -37.0% |

Organization: TOURISM AND MARKETING

Budget Detail Report

| | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|-------------------------------|--------|----------------|--|---|--|--|--|
| Rental Property | | | | | | | |
| Description | Code | | | | | | |
| Rent Land&Bldgs-Non-Office | 514010 | 1,558 | 1,415 | 1,415 | 1,600 | 185 | 13.1% |
| Total: Rental Property | | 1,558 | 1,415 | 1,415 | 1,600 | 185 | 13.1% |

| Supplies | | | | | | | |
|--------------------------------|--------|--------------|--------------|--------------|--------------|--------------|--------------|
| Description | Code | | | | | | |
| Office Supplies | 520000 | 438 | 650 | 650 | 950 | 300 | 46.2% |
| Vehicle & Equip Supplies&Fuel | 520100 | 37 | 0 | 0 | 0 | 0 | 0.0% |
| Gasoline | 520110 | 2,060 | 2,750 | 2,750 | 1,625 | (1,125) | -40.9% |
| Other General Supplies | 520500 | 100 | 0 | 0 | 425 | 425 | 0.0% |
| It & Data Processing Supplies | 520510 | 189 | 350 | 350 | 450 | 100 | 28.6% |
| Food | 520700 | 128 | 0 | 0 | 0 | 0 | 0.0% |
| Books&Periodicals-Library/Educ | 521500 | 25 | 0 | 0 | 0 | 0 | 0.0% |
| Subscriptions | 521510 | 336 | 330 | 330 | 300 | (30) | -9.1% |
| Subscriptions Other Info Serv | 521515 | 3,267 | 0 | 0 | 3,275 | 3,275 | 0.0% |
| Household, Facility&Lab Suppl | 521800 | 9 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Supplies | | 6,589 | 4,080 | 4,080 | 7,025 | 2,945 | 72.2% |

| Travel | | | | | | | |
|---------------------------------|--------|-------|-------|-------|-------|---------|--------|
| Description | Code | | | | | | |
| Travel-Inst-Auto Mileage-Emp | 518000 | 2,674 | 5,575 | 5,575 | 5,625 | 50 | 0.9% |
| Travel-Inst-Other Transp-Emp | 518010 | 767 | 2,760 | 2,760 | 2,760 | 0 | 0.0% |
| Travel-Inst-Meals-Emp | 518020 | 170 | 425 | 425 | 350 | (75) | -17.6% |
| Travel-Inst-Lodging-Emp | 518030 | 422 | 2,350 | 2,350 | 1,250 | (1,100) | -46.8% |
| Travel-Inst-Incidentals-Emp | 518040 | 54 | 335 | 335 | 265 | (70) | -20.9% |
| Travel-Inst-Auto Mileage-Nonemp | 518300 | 1,939 | 1,600 | 1,600 | 2,000 | 400 | 25.0% |
| Travel-Inst-Other Trans-Nonemp | 518310 | 204 | 1,100 | 1,100 | 250 | (850) | -77.3% |
| Travel-Inst-Meals-Nonemp | 518320 | 150 | 500 | 500 | 560 | 60 | 12.0% |
| Travel-Inst-Lodging-Nonemp | 518330 | 196 | 500 | 500 | 800 | 300 | 60.0% |

Organization: TOURISM AND MARKETING

Budget Detail Report

| Rental Property | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|-------------------------------|--------|-----------------------|---|---|---|--|--|
| Travel-Outst-Auto Mileage-Emp | 518500 | 1,340 | 1,550 | 1,550 | 1,635 | 85 | 5.5% |
| Travel-Outst-Other Trans-Emp | 518510 | 11,802 | 10,950 | 10,950 | 10,500 | (450) | -4.1% |
| Travel-Outst-Meals-Emp | 518520 | 2,911 | 4,100 | 4,100 | 3,850 | (250) | -6.1% |
| Travel-Outst-Lodging-Emp | 518530 | 20,760 | 23,325 | 23,325 | 21,625 | (1,700) | -7.3% |
| Travel-Outst-Incidentals-Emp | 518540 | 1,330 | 1,225 | 1,225 | 1,200 | (25) | -2.0% |
| Trvl-Outst-Other Trans-Nonemp | 518710 | 125 | 0 | 0 | 0 | 0 | 0.0% |
| Travel-Outst-Lodging-Nonemp | 518730 | 3,960 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Travel | | 48,803 | 56,295 | 56,295 | 52,670 | (3,625) | -6.4% |
| Total: 2. OPERATING | | 1,868,292 | 1,838,439 | 1,838,439 | 1,856,903 | 18,464 | 1.0% |

Budget Object Group: 3. GRANTS

| Grants Rollup | | | | | | | |
|-----------------------------|-------------|----------------|----------------|----------------|----------------|----------|-------------|
| Description | Code | | | | | | |
| Other Grants | 550500 | 264,594 | 170,380 | 170,380 | 170,380 | 0 | 0.0% |
| Total: Grants Rollup | | 264,594 | 170,380 | 170,380 | 170,380 | 0 | 0.0% |
| Total: 3. GRANTS | | 264,594 | 170,380 | 170,380 | 170,380 | 0 | 0.0% |

| | | | | | | | |
|------------------------|--|------------------|------------------|------------------|------------------|-----------------|--------------|
| Total Expenses: | | 3,289,097 | 3,228,852 | 3,228,852 | 3,194,386 | (34,466) | -1.1% |
|------------------------|--|------------------|------------------|------------------|------------------|-----------------|--------------|

| Fund Name | Fund Code | | | | | | |
|---------------------------|------------------|------------------|------------------|------------------|------------------|-----------------|--------------|
| General Fund | 10000 | 3,219,079 | 3,128,852 | 3,128,852 | 3,094,386 | (34,466) | -1.1% |
| Inter-Unit Transfers Fund | 21500 | 70,018 | 100,000 | 100,000 | 100,000 | 0 | 0.0% |
| Funds Total: | | 3,289,097 | 3,228,852 | 3,228,852 | 3,194,386 | (34,466) | -1.1% |

| | | | | | | | |
|----------------|--|--|--|--|---|--|-----|
| Position Count | | | | | 8 | | |
| FTE Total | | | | | 8 | | 141 |

Department: TOURISM AND MARKETING

GRANTS TO NON-STATE-GOVERNMENT ENTITIES

| Budget Request Code | Fund | Justification | Est Amount |
|----------------------------|-------------|------------------------------|-------------------|
| 6112 | 10000 | Shires of Vermont | \$20,000 |
| 6112 | 10000 | VT Convention Bureau | \$95,000 |
| 6112 | 10000 | VT Mountain Bike Association | \$26,880 |
| 6112 | 10000 | VT Ski Areas Association | \$28,500 |
| | | Total | \$170,380 |

Department: TOURISM AND MARKETING

INTERDEPARTMENTAL TRANSFER RECEIPTS

| Budget Request Code | Fund | Justification | Est Amount |
|----------------------------|-------------|---|-------------------|
| 6113 | 21500 | BU 02200 - Agriculture Farm & Dairy Promotion | \$50,000 |
| 6113 | 21500 | BU 08100 - Byways Promotion | \$50,000 |
| | | Total | \$100,000 |

**DEPT OF TOURISM AND MARKET
FY 17 CONTRACT DETAIL**

| Name/Type | Account Code | FY 2017 | |
|--------------------------------------|--------------|-------------------|------------------|
| | | Contracts Request | General Fund |
| Competive Computing | 507550 | \$30,300 | \$30,300 |
| Advertising Agency | 507561 | \$75,000 | \$75,000 |
| New England Tourism Center-Trade S | 507563 | \$3,000 | \$3,000 |
| Marketing Representation | 507563 | \$95,000 | \$95,000 |
| Media Planning/Buying | 507564 | \$76,000 | \$76,000 |
| Call Center | 507600 | \$31,200 | \$31,200 |
| Maxham Storage | 507600 | \$7,800 | \$7,800 |
| New England Tourism Center-Mail | 507600 | \$12,000 | \$12,000 |
| Vocus Clipping Service | 507600 | \$15,845 | \$15,845 |
| KnowledgeVision | 507600 | \$8,000 | \$8,000 |
| TNS - Travel Survey Data | 507600 | \$26,000 | \$26,000 |
| Total Tourism & Marketing | | <u>\$380,145</u> | <u>\$380,145</u> |
| | | | |
| Contr & 3rd Pty-Info Tech | 507550 | \$30,300 | \$30,300 |
| Advertising/Marketing -Web Design | 507561 | \$75,000 | \$75,000 |
| Advertising/Marketing -Other | 507563 | \$98,000 | \$98,000 |
| Media-Planning/Buying | 507564 | \$76,000 | \$76,000 |
| Other Contracts & Third Party Svcs | 507600 | \$100,845 | \$100,845 |
| | | <u>\$380,145</u> | <u>\$380,145</u> |

Department of Tourism & Marketing
General Fund Carry-forward Balances - June 30, 2015

Source: VISION Query - VT_APPROP_FUND_SUM_NW

| Unit | Dept | Fund | Budget Amt | Encumb Amt | Expended Amt | Available Amt |
|---|------------|-------|----------------|------------|--------------|---------------|
| 07130 | 7130000000 | 10000 | (3,702,375.59) | 458,092.69 | 3,219,079.12 | (25,203.78) |
| Act 179 Sec B.806 | | | | | | |
| Prior year expenses: Competitive Computing invoices | | | | | | 3,410.00 |
| Partial Pay Act needs | | | | | | 21,793.78 |
| | | | | | | 25,203.78 |

| Unit | Dept | Fund | Budget Amt | Encumb Amt | Expended Amt | Available Amt |
|--|------------|-------|-------------|------------|--------------|---------------|
| 07130 | 7130891201 | 10000 | (16,430.90) | 4,486.00 | 11,478.61 | (466.29) |
| Act 63 Sec B.1103(a) | | | | | | |
| VT Civil War Sesquicentennial | | | | | | |
| Prior year expense for Banners for the Civil War Exhibit | | | | | | 466.29 |

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| Population Served | 1 | |
| Outcomes and Measures | 2 | |
| Tourism and Marketing | | |
| Research | 2 | 1 |
| Marketing | 4 | 1 |
| Communications and Outreach | 6 | 1 |
| Domestic Sales | 9 | |
| Cultural Heritage | 10 | |
| Vermont Life Magazine | | |
| Mission | 11 | 1 |
| Population Served | 11 | |
| Outcomes and Measures | 12 | |

**DEPARTMENT OF TOURISM AND MARKETING (VDTM)
FISCAL YEAR 2017 BUDGET
STRATEGIC OVERVIEW/PERFORMANCE INFORMATION**

STRATEGIC OVERVIEW

1. Mission

To promote Vermont's travel, recreation, cultural and historic attractions, as well as the state's goods and services, in coordination with public and private sector partners and to market to a global audience in a manner consistent with the values and traditions of the state for the economic benefit of all Vermonters.

VDTM's key objective is to increase awareness of the Vermont brand with the goals of increasing visitation to the state and encouraging the purchase of Vermont products and services.

2. Population Served

The Vermont Department of Tourism and Marketing serves four primary population groups: hospitality business, VT residents, visitors and goods and services producing businesses within Vermont. Businesses in Vermont that fall under the hospitality sector include hotels, resorts, inns, B&B's, attractions, and businesses that provide hospitality services. The second group served by the Vermont Department of Tourism and Marketing are the residents of Vermont. The Department provides information services to residents informing them of activities happening around Vermont and encouraging them to participate in Vermont events, attractions, state parks, historic sites and many others. This in turn helps to support the businesses that provide these services. The third population served is the visitors to Vermont. The Department provides these visitors with information in order to help them make informed decisions to visit our state. In 2013, we estimate that Vermont hosted almost 12.8 million person trips. Vermont's tourism industry generates over \$1.82 billion dollars in spending and directly supports over 30,000 jobs. It is very important that we continue to cater to out of state visitors and remain competitive as a travel destination. The fourth population served by the Vermont Department of Tourism & Marketing is businesses that produce and provide goods and services. The Vermont Department of Tourism & Marketing serves not only the tourism sector, but represents the overall brand position of Vermont. By collaborating with Vermont manufacturers and producers of products and services the Vermont Department of Tourism & Marketing is able to enhance Vermont's already powerful reputation for quality in the marketplace. This depiction trickles into many of Vermont's business sectors including agricultural and value added products, existing Vermont brands and Vermont manufactured goods.

3. Outcomes and Measures

Performance-based funding pilot:

The three categories below represent the Department’s measures for the performance based budget pilot. The Department in coordination with the Department of Finance and Management selected these categories based on areas impacted by the Vermont Department of Tourism and Marketing.

1. Increase in rooms and meals tax revenue
2. Increase in number of jobs in the hospitality sector
3. Increase in overnight camping at Vermont State Parks.

The table below describes these three measures along with their performance from FY 15 – 16.

| Measures | | FY 15 Target | FY 15 Actual | FY 16 Target | FY 16 Estimate | FY 17 Target |
|---|------------------------------------|--------------|--------------|--------------|----------------|--------------|
| \$ increase of rooms and meals tax revenue | \$ increase tax revenue (millions) | \$ 5,000,000 | \$ 7,880,000 | \$ 5,000,000 | \$ 5,000,000 | \$ 5,000,000 |
| # increase of jobs in the hospitality sector | # jobs | 34,200 | 35,691 | 35,800 | 36,000 | 36,200 |
| # occupancy (overnight campers) at Vermont State Parks *reported on a calendar year basis | # occupancy | 428,000 | 423,228 | 425,000 | 425,000 | 427,000 |

These items were selected as measurable outcomes of tourism marketing because they represent the health of the sector within Vermont. Rooms and meals tax revenue, and rooms revenue in particular is a direct indicator of tourist spending within the state and provide the Department with a gauge of overall tourism performance. Job growth in the hospitality sector indicates the economic impact of visitor spending on Vermont’s workforce. Increasing overnight camping occupancy at Vermont State Parks aligns with the Governor’s strategic plan: Goal 1.3.5 Increase the public’s knowledge and use of Vermont’s parks and resources to maintain a shared sense of the environment, history and economy, including strengthened stewardship of public and private historic assets.

Research:

The chart below shows an annual average increase of 5.2% in Meals and Rooms revenue for the state versus an annual average 1.3% rate of inflation in the Consumer Price Index (CPI).

Visitor spending generates approximately 90 percent of the taxable receipts for room rentals and between 35 and 40% of total restaurant expenditures in Vermont:

Rooms and Meals Receipts



Source: Vermont Tax Department

During 2014 visitor spending in Vermont provided significant tax revenues to the state and to municipalities. The dollar values of these taxes and fees are:

| | |
|--------------------------------------|-------------------------------|
| Vermont Income Tax in 2014 | \$28 million (4% increase) |
| Meals and alcohol taxes | \$35 million (6% increase) |
| Rooms taxes increase | \$39 million (6% increase) |
| Sales tax | \$35 million (3.7% increase) |
| Property tax Ed fund | \$184 million (4.5% increase) |
| Second home property tax muni | \$65 million |
| Gasoline tax | \$13.6 million (10% increase) |
| Purchase and use tax | \$2.5 million (no change) |
| TOTAL | \$402 million |

In addition, Vermont's tourism industry supported an estimated 30,000 jobs during 2013, and constitutes approximately eight percent of Vermont's gross domestic product.

Keeping on Target

While reaching out to potential first time visitors is a significant part of tourism promotion, establishing relationships with visitors that encourage and sustain repeat visitation has clearly been successful for Vermont. Our current research shows that about half the people using VermontVacation.com are repeat visitors. Information gleaned from the *Profile of the Vermont Online Visitor* a study of how the Vermont Brand is perceived by visitors and potential visitors in Vermont's major U.S. and Canadian markets help the Department to target marketing to new visitors and guides communications to returning visitors. The resources at VermontVacation.com, supplemented by regular communications to the more than 75,000 e-newsletter subscribers, 30,100 Facebook followers and 17,000 twitter followers are key to sustaining these relationships.

Marketing:

Markets:

- Key Northeast drive/fly markets include Washington DC, New York City, Boston, Albany, Hartford/New Haven, Springfield, Philadelphia and Quebec (especially the metropolitan areas of Montreal, Toronto).
- Emerging markets include Charlotte North Carolina, Atlanta, Georgia; and Philadelphia, Pennsylvania
- Distant domestic markets (typically air travelers) are Florida, Texas, California and Illinois.
- Overseas international markets, where we make collaborative promotions through the Discover New England consortium of the six New England states, are the United Kingdom, Germany and France.

Advertising: The Fiscal 2017 media strategy includes combinations of television, magazine, newspaper, radio, digital radio, social media, online and out of home (outdoor advertising). Vermont advertising is placed on websites, networks in publications, locations, and broadcast networks that reach potential visitors interested in outdoor recreation, cultural heritage, unique lodging, fine dining and the Vermont experience. The call to action on all advertising campaigns and printed materials directs consumers to VermontVacation.com and 1-800-VERMONT.

Marketing Strategies:

In FY13 the Vermont Department of Tourism and Marketing brought all graphic design and media services in house. Led by VDTM's Deputy Commissioner the Department was able to hire talent and restructure the organization to develop an in house marketing team. This development has allowed the Department to redirect \$175,000 previously spent on media production services into direct advertising for the State of Vermont.

Mobile

New initiatives for FY 17 include mobile / digital and programmatic advertising. As consumers have shifted purchasing behavior to use mobile tools like phones and tablets to conduct their travel research and make purchases the Department shifted investments in marketing and tools to direct consumers to our state. The Department purchases mobile display, in application, retargeted and programmatic advertising to promote Vermont as a tourism destination. The department also launched a new mobile optimized website in 2015.

Television Cable and Dish

Primary cable and dish markets include New York City and Boston. Secondary markets include Hartford, New Haven, Providence, Springfield, Albany and Washington, D.C. Cable broadcast is purchased in high-density areas within primary markets. Programming for TV and cable is targeted to reach the travel decision maker in the household. The Vermont Department of Tourism also purchases national advertising utilizing the Google DISH Network. This buy extended Vermont Tourism's marketing reach to a national audience.

Online

VDTM continues to aggressively market Vermont online to new and repeat visitors in Montréal, New York City, Washington DC and Boston. The Department purchases online advertising in key markets by placing banner advertisements on high profile regional websites such as Boston.com, NewYorkTimes.com, MSNBC.com and Canada.com (Montréal Gazette). All banners drive traffic directly to VermontVacation.com.

Online Travel Agencies (OTA)

In an effort to target consumers where they are making travel decisions and bookings, the Vermont Department of Tourism and Marketing has developed marketing partnerships with online travel agencies like Orbitz and Trip Advisor. These sites are primarily where consumers go to plan their vacations. The Department has been able to see growth in purchases when marketing through online travel agencies and is able to track performance.

Radio

VDTM utilizes radio broadcasting only during the summer and fall media campaigns in primary markets. Promotions are broadcast through a variety of programming. VDTM purchases families of radio stations in primary markets that cover a broad demographic.

Digital Radio

Digital Radio continues to be the Department's top performing advertising channel. The Department purchases advertisements on Pandora and Spotify and delivers both an audio and display advertisement while a consumer is listening. We continue to see value in this medium and have built digital radio advertising into each of Vermont's seasonal advertising campaigns.

Print

Advertisements are placed in publications that attract readers interested in outdoor recreation, cultural heritage, unique lodging, fine dining and the Vermont experience. This media often goes beyond our key markets to reach an international audience. While print is still a component of Vermont's advertising mix the Department has shifted more advertising dollars into digital campaigns.

Out of Home (outdoor)

Outdoor advertising in New York City and Boston is placed in high visibility, high income metropolitan areas to promote Vermont as an exceptional getaway destination. From subway station takeovers to digital signage in corporate offices, outdoor advertising continues to be a channel where the Department is able to negotiate trade purchases.

Opportunistic Media

To stretch media dollars, we review last-minute opportunities with potential to deliver a strong message to key markets. This provides the opportunity for better priced remnants in print media. Our partnerships with Cabot Creamery and the Vermont Ski Areas Association and pooling of our marketing dollars, allows us to increase the frequency of television spots above what our budget would allow.

Marketing Partnerships

Public/Private Marketing Opportunities

Collaborative marketing with the private sector allows the state to leverage many opportunities, including television advertising, public relations initiatives, and a Vermont presence at trade and consumer shows. Relationships with private businesses and association, have allowed the Department's budget to increase the state's investment.

VDTM's top advertising partner Cabot Cheese had to eliminate their marketing partnership for the 2015 calendar year due to budgetary constraints. While Cabot anticipates returning to the marketing partnership in 2016 this does leave a gap in partner dollars which contribute directly to supporting state marketing efforts. The department has developed some new partnerships to fill this gap. These include Hotel Vermont, Stowe Mountain Lodge, Burton Snowboards, Harlows Boston Market, Montpelier Alive.

Communications & Outreach:

The Department of Tourism's communications and outreach program manages public relations, tourism industry, travel consumer and social media communications. Travel stories that are published about Vermont translate into millions of dollars in ad equivalent publicity annually, which is further augmented by consumers' use of editorial coverage in travel planning. For example, the Department's 2015 "World's Best Foliage" PR campaign generated 17,065,642 impressions worth a total of \$2,301,431 in ad value. Stories about Vermont experiences in *Time* magazine, *Travel and Leisure*, the *New York Times*, the *Boston Globe*, the *Montreal Gazette* and hundreds more, have a value that transcends traditional marketing. These stories inspire potential travelers, reinforce frequent visitors' affinity, and collectively strengthen the Vermont brand.

The Department assists Vermont chambers and organizations in their communications strategies and accrues earned media for various state departments. The Department nurtures social media engagement as a medium in itself, building a community of passionate Vermont enthusiasts.

The Department continues to focus on expanding outreach efforts both domestically and internationally through familiarization trips and building relationships with reporters. The Department also populates VermontPressroom.com and Vermont.Gov with stories and promotions that reach travel journalists. In FY 16 the Department will attend many press events and meetings with journalists in major media markets.

Web/Social Media:

In 2015 VDTM launched a newly designed www.VermontVacation.com with new technology to better serve travelers and Vermont tourism businesses. The new Vermont Travel Planner is available on both desktop and mobile devices. VermontVacation.com is now completely maintained and updated by staff of the Vermont Department of Tourism, severing our reliance on contracted vendors to make content changes to the site. The new VermontVacation.com offers an enhanced user experience and drives more travelers directly to Vermont businesses.

The new VermontVacation.com has already spurred an increase in individual users for both desktop, tablet and mobile. The new optimized site allows for simplified browsing on any device. Enhanced analytics allow for the Department to track the impact of digital marketing efforts allowing VDTM to adjust campaigns as needed.

In addition to its Web site, VDTM communicates directly with Vermont visitors using e-mail marketing campaigns. These campaigns support the overall web marketing effort with interest-specific seasonal promotions. Prospective travelers visiting VermontVacation.com “opt in” to receive monthly e-newsletters highlighting the best of Vermont. In addition, VDTM uses social media channels such as Facebook, Twitter, and YouTube to provide a fully interactive experience, enabling Vermont’s “fans” to comment on and recommend locations, attractions and/or events and help others in vacation planning. VDTM hones in on these conversations to develop Web and newsletter content of interest for potential travelers.

Today the Vermont Department of Tourism and Marketing has over 32,000 fans following our Facebook feed and over 20,000 followers on Twitter and was just ranked in the top 10 destination tourism YouTube channels by Skift.com.

Twitter @THISISVT

On July 23rd 2012, VDTM launched @ThisIsVt, handing over the reins to the account to a different Vermont citizen each week. Still the first and only government managed twitter handle that allows for residents to tweet for their state, the handle has over 10,000 followers. The project’s goal is to present a contemporary, humanized narrative as it works to attract more tourists and young residents. This program has been a tremendous success and the Department plans to continue to utilize this grass roots channel of promoting the State of Vermont through the voices of those who live and love our great state.



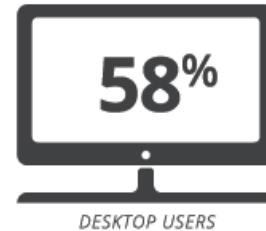
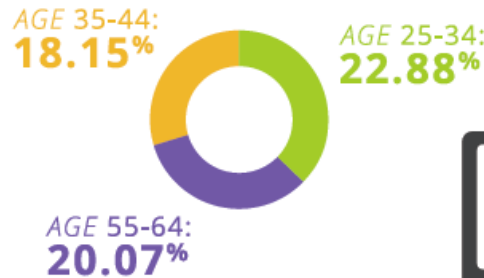
SITE LAUNCHED: MARCH 31ST 2015



VERMONTVACATION.COM

OFFICIAL VERMONT STATE TOURISM WEB-SITE TRAFFIC AS OF 12.1.2015 (8 MONTH SPAN)

USER DEMO **56%**  **44%** 



308,148 ACTIVE USERS



375,424 USER SESSIONS



Domestic Sales

VDTM's domestic sales program primarily focuses on group travel trade. The Department belongs to both the American Bus Association and the National Travel Association. The Department attends both of these organizations annual trade shows along with many destinations and partners. The Vermont Tourism Network (VTN) is a member based organization housed within the Vermont Chamber of Commerce. Much like the Department's other tourism marketing programs VTN offers help to non-members as well. Together we produce a printed guide that is distributed at trade shows. This program promotes the downtowns, Vermont Historic Sites, and the Byways. The Department also works very closely with 5 receptive tour operators in Vermont who bring bus groups to Vermont from all over the US on a regular basis.

International

International visitation to Vermont remains the fastest growing sector of our tourism economy. In order to reach these valuable markets with the greatest efficiency, VDTM has worked in cooperation with the other New England states for nearly two decades.

Discover New England (DNE) is a unique collaborative established by the New England State Travel Directors Council in 1992. DNE was designed to create a collective international marketing engine managed by the State Tourism Directors/Commissioners of the six New England States. This long standing annual agreement with DNE has enabled Vermont to participate in equal, collaborative promotional opportunities. Each state is an equal partner and contributes an equal dollar amount to fund DNE.

Discover New England shares representation in Great Britain, Germany, France and Australia. The firms that represent Discover New England focus on travel planner trainings, PR/communications, trade shows and sales missions. Every year Discover New England hosts an international summit in one of the states and bring 100 tour operators over from all international markets. The summit is an affordable way for Vermont business to get in front of the professionals selling vacation packages in our core markets.

Discover New England complements the sales efforts managed by VDTM in the international market.

Porter Air

In an effort to increase international business and travel to Vermont the Vermont Department of Tourism & Marketing successfully developed a collaborative with Porter Air, the Vermont Ski Areas Association and Burlington International Airport (BTV) for direct service from Toronto to Burlington. In an effort to support this development the Department has invested in cooperative marketing efforts with Porter Air. Ski Vermont is also investing in advertising with Porter Air to support the promotion of Special Porter ski packages that includes shuttle bus service to participating properties.

This direct flight to Burlington from Toronto on Porter Air allows for many more opportunities for tourism, trade and business investment between Vermont and Ontario.

Cultural Heritage:

National research is tracking the growth in the cultural heritage tourism sector, and the news is good. More and more travelers - 118 million plus - are seeking authentic experiences that immerse them in local culture. But it's not just history they're after - they also seek out the arts, all things culinary, unique lodgings and shopping, and explorations off the beaten track. Vermont - with its historic buildings, working landscape and myriad leisure activities - is a perfect cultural heritage destination. And because research reports that the cultural heritage tourist tends to take more trips per year, stay longer, and spend more than the average leisure travelers, this is indeed good news.

VDTM will continue to manage statewide and regional cultural heritage tourism programs that provide visibility and promotional opportunities that increase economic benefits to Vermont businesses and organizations.

Travel Itineraries

VDTM's will continue to build and promote a variety of themed travel itineraries that range from an in-depth look at one theme, such as the new *See It Made* (engaging guided and self-guided tours of how select Vermont products are made), or an itinerary that combines interests, like the upcoming *Palate to Palette North: Food, Farms and the Arts in Northern Vermont*.

The new 40-page *Vermont Stone Trail Guide* will be promoted throughout the state by key partners such as Rock of Ages, The Vermont Granite Museum and the Vermont Marble Museum. The fully illustrated booklet is a guide to the geological regions of Vermont where granite, marble and slate have been quarried, manufactured and put to use. The guide invites tourists to find a wealth of historical, artistic, cultural and recreational experience ranging from visiting museums and sculpture parks to exploring old quarries on foot or by mountain bike.

Capacity Building with the Vermont Ambassador Program

The Vermont Ambassador Program is a staff training program that provides front-line employees with information and know-how to help visitors with their travel needs. It's free and it's available to all Vermonters and Vermont travel and hospitality related businesses and organizations. VDTM will continue to make these trainings available online and can be taken at the employee's leisure allowing more flexibility and opportunity to expand the program. Among the many businesses and organizations that have participated are: Jay Peak, Smugglers Notch, Burlington Hilton, Stowe Mountain Resort, Lake Champlain Chamber of Commerce, Vermont Convention Bureau and many more.

Vermont Byways

VDTM will increase marketing efforts to lure more visitors off the interstate highways and into Vermont's unique villages and towns. This will include a VermontVacation.com-hosted mobile-friendly website, and out-of-state brochure placement in Massachusetts and New Hampshire.

VERMONT LIFE

Mission:

In addition to serving as an informative, engaging magazine for Vermonters and Vermont-enthusiast out-of-staters, Vermont Life is a marketing tool for Vermont Department of Tourism & Marketing, Vermont and the Vermont Agency of Commerce and other agencies and departments of the State of Vermont. The magazine highlights our state's thriving food and arts scene, passionate outdoor culture and vibrant creative economy; it is the state's chief lure piece.

As an enterprise within state government, Vermont Life is a self-funded enterprise fund financed through sales of subscriptions, advertising, calendars, Vermont notecards and contracted editing and photo research for other state agencies.

1. Iconic 68-year-old quarterly magazine, Vermont Life
2. Digital edition of Vermont Life
3. Extra content, blogs and reader services at vermontlife.com
4. Monthly Vermont Life e-news to nearly 40,000 subscribers
5. Seven annual Vermont Life calendars
6. Numerous lines of house-produced greeting cards.
7. Fully interactive and secure website at vermontlifecatalog.com
8. Special projects, e.g., publishing the 2015 Vermont Fish & Wildlife calendar, editing for DHCD, photo research for the Dept. of Tourism.

2. Population Served:

Vermont Life, the magazine, prints 50,000 copies read by 48,000 Vermonters and 95,000 out-of-staters.

vermontlife.com attracts about 4,000 unique monthly visitors

Vermont Life e-news is distributed monthly to nearly 31,000 permitted e-mail addresses.

More than 18,000 consumers like Vermont Life's Facebook page.

17,000 follow Vermont Life on Twitter

More than 775 follow Vermont Life on Pinterest.

3. Outcomes and Measures:

We asked our readers what actions they took *specifically as a result of reading Vermont Life*, and they said the following:

- 67% bought a Vermont product, visited a Vermont store or used a Vermont service
- 56% tried a new restaurant
- 44% planned a vacation or stay-cation
- 26% made lodging plans
- 6% bought real estate in Vermont

Editorial costs for the magazine continue to be low and steady, allowing us to remain near expenditures of 10 years ago. This year, for the first time, we have taken on editing and photo research assignments for DHCD and Tourism, increasing revenue for Vermont Life.

Circulation continues to increase, reflecting enthusiasm and support for Vermont Life's direction as a contemporary, Vermont-enthusiast's publication. Circulation has increased 10 percent over the last two years, and two-year subscriptions have increased significantly. Direct mail campaigns are expected to continue to increase circulation as are efforts with digital couponing including JumpOnIt and Living Social.

Vermont Life's re-engineering of its catalog to focus solely on Vermont Life-created products, has resulted in a greater profit margin. We intend to continue to use this approach and create other best-selling new like this year's new line of Sabra Field Holiday Cards, which sold out in early December.

The challenge for Vermont Life will be to find creative ways to keep Vermont Life financially viable through new programs like brand licensing and per-diem editorial assignments for other agencies.

Subscriptions

- Increase of 11 percent in last two years
- Stopped 20-year downward trend; two-year subscriptions popular

Demographics

- Average age: 55 years old, 13 years younger than in 2007
- Highly educated: 11% doctorate; 30% Master's; 27% BS/BA
- Affluent: 39%: \$100,000--\$199,999; 11%: \$200,000

Products

- Increased profit margin by focusing on Vermont Life-made products

Cost Savings

- Reduced staff from 16 employees to 8 since 2007
- Eliminated artisan catalog
- Reduced physical size of catalog (\$88,000 to \$51,000)
- Cut print costs, shipping costs, and paper stock for magazine
- Cut editorial and photo costs: Now less than in 2007
- Changed shipping methods for international subs and bulk freight
- Eliminated numerous long-existing spends (phone book listings)

Revenue Generation

- Increased circulation
- Added digital edition, online advertising
- Sold and fulfilled Vermont Strong license plates
- Set up social couponing programs (JumpOnIt and Living Social)
- Created two new lines of exclusive notecards (\$8,000-\$10,000 annually)
- Partnerships with Fish & Wildlife, Tourism, Housing
- Licensing name to Country Walkers tours (\$8,244 per 16 people)
- Polybagging Ski Vermont Magazine with Winter 15-16 issue (\$7,500)

| FISCAL YEAR 2017 BUDGET | | | | | | | | | | |
|------------------------------------|--|------------------|---------|----------------------------|--------------|----------|----------------------|------------------|----------------------|---------------------|
| DEPARTMENT PROGRAM PROFILE | | | | | | | | | | |
| DEPARTMENT: | DEPARTMENT OF TOURISM AND MARKETING | | | | | | | | | |
| | Name and brief narrative description of program (not to exceed 2 sentences for each) | GF \$\$ | TF \$\$ | Spec F (incl tobacco) \$\$ | Federal \$\$ | ARRA\$\$ | All other funds \$\$ | Total funds \$\$ | Authorized positions | Amounts granted out |
| <u>Administration</u> | | | | | | | | | | |
| FY 2015 expenditures | Management and administrative support for all programs; industry support and administration of grant funds are all part of the general administration of the department. | 565,931 | | | | | | 565,931 | 2 | 264,594 |
| FY 2016 estimated expenditures | | 552,733 | | | | | | 552,733 | 2 | 167,530 |
| FY 2017 budget request | | 485,615 | | | | | | 485,615 | 2 | 170,380 |
| <u>Sales and Marketing</u> | | | | | | | | | | |
| FY 2015 expenditures | Coordinate strategic direct advertising campaigns to promote Vermont as a top year round tourism destination. Develop, produce and purchase advertising media. Fulfillment of visitor requests for information generated by advertising campaigns. Travel trade relations which includes participation in domestic and international trade shows and sales missions. Co-promotion and co-sponsorship with private sector partners to promote Vermont as a tourism destination. | 2,442,671 | | | | | 73,250 | 2,515,921 | 5 | |
| FY 2016 estimated expenditures | | 2,347,733 | | | | | 100,000 | 2,447,733 | 5 | |
| FY 2017 budget request | | 2,465,854 | | | | | 100,000 | 2,565,854 | 5 | |
| <u>Communications and Outreach</u> | | | | | | | | | | |
| FY 2015 expenditures | Coordinates communications, database, Web, public earned media and research relationships among statewide and regional tourism, agriculture, natural and cultural heritage organizations. | 101,206 | | | | | | 101,206 | 1 | |
| FY 2016 estimated expenditures | | 101,514 | | | | | | 101,514 | 1 | |
| FY 2017 budget request | | 104,783 | | | | | | 104,783 | 1 | |
| <u>Research</u> | | | | | | | | | | |
| FY 2015 expenditures | Provides studies of visitor demographics, interests, activities, spending and economic impact for use in marketing strategies and policy decisions. | 109,271 | | | | | | 109,271 | 1 | |
| FY 2016 estimated expenditures | | 126,872 | | | | | | 126,872 | 1 | |
| FY 2017 budget request | | 38,134 | | | | | | 38,134 | 0 | |
| <u>Vermont Life Magazine</u> | | | | | | | | | | |
| FY 2015 expenditures | The division exists to publish a top-quality magazine celebrating, explaining, and promoting the State of Vermont, its people and its heritage. | | | | | | 765,692 | 765,692 | 8 | |
| FY 2016 estimated expenditures | | | | | | | 868,780 | 868,780 | 8 | |
| FY 2017 budget request | | | | | | | 732,368 | 732,368 | 7 | |
| Total Department | | | | | | | | | | |
| | FY 2015 expenditures | 3,219,079 | - | - | - | - | 838,942 | 4,058,021 | 17 | 264,594 |
| | FY 2016 estimated expenditures | 3,128,852 | - | - | - | - | 968,780 | 4,097,632 | 17 | 167,530 |
| | FY 2017 budget request | 3,094,386 | - | - | - | - | 832,368 | 3,926,754 | 15 | 170,380 |

Organization: VERMONT LIFE

Budget Rollup Report

Budget Object Group: 1. PERSONAL SERVICES

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|----------------|----------------------------------|--|--------------------------------------|---|---|
| Salaries and Wages | 469,186 | 505,103 | 505,103 | 404,536 | (100,567) | -19.9% |
| Fringe Benefits | 219,745 | 256,837 | 256,837 | 222,367 | (34,470) | -13.4% |
| Contracted and 3rd Party Service | 1,864 | 14,850 | 14,850 | 14,000 | (850) | -5.7% |
| PerDiem and Other Personal Services | 0 | 30,000 | 30,000 | 30,000 | 0 | 0.0% |
| Budget Object Group Total: 1. PERSONAL SERVICES | 690,794 | 806,790 | 806,790 | 670,903 | (135,887) | -16.8% |

Budget Object Group: 2. OPERATING

| Budget Object Rollup Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|----------------|----------------------------------|--|--------------------------------------|---|---|
| Equipment | 2,189 | 4,500 | 4,500 | 7,840 | 3,340 | 74.2% |
| IT/Telecom Services and Equipment | 13,486 | 12,542 | 12,542 | 11,314 | (1,228) | -9.8% |
| Travel | 5,081 | 5,400 | 5,400 | 6,600 | 1,200 | 22.2% |
| Supplies | 2,959 | 1,900 | 1,900 | 3,300 | 1,400 | 73.7% |
| Other Purchased Services | 48,864 | 32,157 | 32,157 | 29,816 | (2,341) | -7.3% |
| Other Operating Expenses | 216 | 3,000 | 3,000 | 500 | (2,500) | -83.3% |
| Rental Other | 153 | 0 | 0 | 200 | 200 | 0.0% |
| Rental Property | 1,576 | 1,491 | 1,491 | 1,395 | (96) | -6.4% |
| Property and Maintenance | 373 | 1,000 | 1,000 | 500 | (500) | -50.0% |
| Budget Object Group Total: 2. OPERATING | 74,897 | 61,990 | 61,990 | 61,465 | (525) | -0.8% |

| | | | | | | |
|-----------------------|----------------|----------------|----------------|----------------|------------------|---------------|
| Total Expenses | 765,692 | 868,780 | 868,780 | 732,368 | (136,412) | -15.7% |
|-----------------------|----------------|----------------|----------------|----------------|------------------|---------------|

| Fund Name | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------|----------------|----------------------------------|--|--------------------------------------|---|---|
| Enterprise Funds | 765,692 | 868,780 | 868,780 | 732,368 | (136,412) | -15.7% |
| Funds Total | 765,692 | 868,780 | 868,780 | 732,368 | (136,412) | -15.7% |

| | | | | | | |
|----------------|--|--|--|------|--|-----|
| Position Count | | | | 7 | | 161 |
| FTE Total | | | | 6.63 | | |

Organization: VERMONT LIFE

Budget Detail Report

Budget Object Group: 1. PERSONAL SERVICES

| | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|----------------------------------|--------|----------------|-------------------------------------|---|--|--|--|
| Salaries and Wages | | | | | | | |
| Description | Code | | | | | | |
| Classified Employees | 500000 | 469,152 | 425,980 | 425,980 | 323,749 | (102,231) | -24.0% |
| Exempt | 500010 | 0 | 79,123 | 79,123 | 80,787 | 1,664 | 2.1% |
| Overtime | 500060 | 34 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Salaries and Wages | | 469,186 | 505,103 | 505,103 | 404,536 | (100,567) | -19.9% |

| Fringe Benefits | | | | | | | |
|-------------------------------|--------|----------------|----------------|----------------|----------------|-----------------|---------------|
| Description | Code | | | | | | |
| FICA - Classified Employees | 501000 | 33,906 | 32,588 | 32,588 | 24,768 | (7,820) | -24.0% |
| FICA - Exempt | 501010 | 0 | 6,053 | 6,053 | 6,180 | 127 | 2.1% |
| Health Ins - Classified Empl | 501500 | 92,627 | 111,214 | 111,214 | 102,650 | (8,564) | -7.7% |
| Health Ins - Exempt | 501510 | 0 | 7,670 | 7,670 | 8,212 | 542 | 7.1% |
| Retirement - Classified Empl | 502000 | 79,627 | 72,885 | 72,885 | 56,557 | (16,328) | -22.4% |
| Retirement - Exempt | 502010 | 0 | 13,538 | 13,538 | 14,113 | 575 | 4.2% |
| Dental - Classified Employees | 502500 | 6,291 | 7,952 | 7,952 | 4,980 | (2,972) | -37.4% |
| Dental - Exempt | 502510 | 0 | 994 | 994 | 830 | (164) | -16.5% |
| Life Ins - Classified Empl | 503000 | 1,639 | 1,358 | 1,358 | 1,152 | (206) | -15.2% |
| Life Ins - Exempt | 503010 | 0 | 282 | 282 | 288 | 6 | 2.1% |
| LTD - Classified Employees | 503500 | 188 | 0 | 0 | 0 | 0 | 0.0% |
| LTD - Exempt | 503510 | 0 | 182 | 182 | 186 | 4 | 2.2% |
| EAP - Classified Empl | 504000 | 232 | 240 | 240 | 180 | (60) | -25.0% |
| EAP - Exempt | 504010 | 0 | 30 | 30 | 30 | 0 | 0.0% |
| Workers Comp - Ins Premium | 505200 | 5,234 | 1,851 | 1,851 | 2,241 | 390 | 21.1% |
| Total: Fringe Benefits | | 219,745 | 256,837 | 256,837 | 222,367 | (34,470) | -13.4% |

Organization: VERMONT LIFE

Budget Detail Report

| Contracted and 3rd Party Service | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|-------------|-----------------------|---|---|---|--|--|
| Description | Code | | | | | | |
| Contr&3Rd Party-Fulfillment | 507020 | 1,258 | 0 | 0 | 1,500 | 1,500 | 0.0% |
| Contr-Info Tech-Web Hosting | 507552 | 118 | 850 | 850 | 0 | (850) | -100.0% |
| Creative/Development-Web | 507562 | 488 | 0 | 0 | 12,500 | 12,500 | 0.0% |
| Other Contr and 3Rd Pty Serv | 507600 | 0 | 14,000 | 14,000 | 0 | (14,000) | -100.0% |
| Total: Contracted and 3rd Party Service | | 1,864 | 14,850 | 14,850 | 14,000 | (850) | -5.7% |

| PerDiem and Other Personal Services | | | | | | | |
|---|-------------|----------------|----------------|----------------|----------------|------------------|---------------|
| Description | Code | | | | | | |
| Other Pers Serv | 506200 | 0 | 30,000 | 30,000 | 30,000 | 0 | 0.0% |
| Total: PerDiem and Other Personal Services | | 0 | 30,000 | 30,000 | 30,000 | 0 | 0.0% |
| Total: 1. PERSONAL SERVICES | | 690,794 | 806,790 | 806,790 | 670,903 | (135,887) | -16.8% |

Budget Object Group: 2. OPERATING

| Equipment | | | | | | | |
|--------------------------------|-------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Description | Code | | | | | | |
| Hardware - Desktop & Laptop Pc | 522216 | 2,189 | 3,000 | 3,000 | 6,340 | 3,340 | 111.3% |
| Office Equipment | 522410 | 0 | 500 | 500 | 500 | 0 | 0.0% |
| Furniture & Fixtures | 522700 | 0 | 1,000 | 1,000 | 1,000 | 0 | 0.0% |
| Total: Equipment | | 2,189 | 4,500 | 4,500 | 7,840 | 3,340 | 74.2% |

Organization: VERMONT LIFE

Budget Detail Report

| | | FY2015 Actuals | FY2016 Original As Passed Budget | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|---|--------|----------------|-------------------------------------|---|--|--|--|
| IT/Telecom Services and Equipment | | | | | | | |
| Description | Code | | | | | | |
| Telecom-Toll Free Phone Serv | 516657 | 0 | 50 | 50 | 50 | 0 | 0.0% |
| Telecom-Conf Calling Services | 516658 | 19 | 0 | 0 | 0 | 0 | 0.0% |
| It Intsvccost-Vision/Isdassess | 516671 | 527 | 542 | 542 | 450 | (92) | -17.0% |
| It Intsvccost- Dii - Telephone | 516672 | 3,455 | 3,000 | 3,000 | 3,600 | 600 | 20.0% |
| It Inter Svc Cost User Support | 516678 | 6,614 | 4,433 | 4,433 | 4,372 | (61) | -1.4% |
| Hw - Other Info Tech | 522200 | 413 | 0 | 0 | 0 | 0 | 0.0% |
| Software - Other | 522220 | 1,782 | 2,000 | 2,000 | 2,000 | 0 | 0.0% |
| Software - Office Technology | 522221 | 149 | 0 | 0 | 0 | 0 | 0.0% |
| Sw-Database&Management Sys | 522222 | 0 | 1,000 | 1,000 | 0 | (1,000) | -100.0% |
| Software-Gis | 522223 | 526 | 517 | 517 | 842 | 325 | 62.9% |
| Sw-Website Dev Maint Hosting | 522224 | 0 | 1,000 | 1,000 | 0 | (1,000) | -100.0% |
| Total: IT/Telecom Services and Equipment | | 13,486 | 12,542 | 12,542 | 11,314 | (1,228) | -9.8% |

| Other Operating Expenses | | | | | | | |
|--|--------|------------|--------------|--------------|------------|----------------|---------------|
| Description | Code | | | | | | |
| Registration & Identification | 523640 | 0 | 50 | 50 | 0 | (50) | -100.0% |
| Cost of Freight | 525160 | 216 | 2,950 | 2,950 | 500 | (2,450) | -83.1% |
| Total: Other Operating Expenses | | 216 | 3,000 | 3,000 | 500 | (2,500) | -83.3% |

| Other Purchased Services | | | | | | | |
|---------------------------------|--------|-------|-------|-------|-------|---------|--------|
| Description | Code | | | | | | |
| Insurance Other Than Empl Bene | 516000 | 5,075 | 5,686 | 5,686 | 4,934 | (752) | -13.2% |
| Insurance - General Liability | 516010 | 4,621 | 1,231 | 1,231 | 991 | (240) | -19.5% |
| Dues | 516500 | 0 | 200 | 200 | 200 | 0 | 0.0% |
| It Int Svc Dii Allocated Fee | 516685 | 9,654 | 9,540 | 9,540 | 8,191 | (1,349) | -14.1% |
| Advertising-Web | 516814 | 927 | 3,000 | 3,000 | 3,000 | 0 | 0.0% |
| Advertising - Job Vacancies | 516820 | 0 | 1,000 | 1,000 | 1,000 | 0 | 0.0% |

Organization: VERMONT LIFE

Budget Detail Report

| | | | | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--|--------|----------------|-------------------------------------|---|--|--|--|
| Other Purchased Services (cont) | | FY2015 Actuals | FY2016 Original As Passed Budget | | | | |
| Client Meetings | 516855 | 197 | 0 | 0 | 0 | 0 | 0.0% |
| Trade Shows & Events | 516870 | 70 | 0 | 0 | 0 | 0 | 0.0% |
| Printing and Binding | 517000 | 245 | 500 | 500 | 500 | 0 | 0.0% |
| Printing-Promotional | 517010 | 19,838 | 1,000 | 1,000 | 1,000 | 0 | 0.0% |
| Registration For Meetings&Conf | 517100 | 390 | 1,000 | 1,000 | 1,000 | 0 | 0.0% |
| Postage | 517200 | 6,755 | 7,000 | 7,000 | 7,000 | 0 | 0.0% |
| Freight & Express Mail | 517300 | 958 | 1,000 | 1,000 | 1,000 | 0 | 0.0% |
| Other Purchased Services | 519000 | 134 | 1,000 | 1,000 | 1,000 | 0 | 0.0% |
| Total: Other Purchased Services | | 48,864 | 32,157 | 32,157 | 29,816 | (2,341) | -7.3% |

| Property and Maintenance | | | | | | | |
|--|--------|------------|--------------|--------------|------------|--------------|---------------|
| Description | Code | | | | | | |
| Repair & Maint - Office Tech | 513010 | 373 | 1,000 | 1,000 | 500 | (500) | -50.0% |
| Total: Property and Maintenance | | 373 | 1,000 | 1,000 | 500 | (500) | -50.0% |

| Rental Other | | | | | | | |
|--------------------------------|--------|------------|----------|----------|------------|------------|-------------|
| Description | Code | | | | | | |
| Rental of Equipment & Vehicles | 514500 | 153 | 0 | 0 | 200 | 200 | 0.0% |
| Total: Rental Other | | 153 | 0 | 0 | 200 | 200 | 0.0% |

| Rental Property | | | | | | | |
|-------------------------------|--------|--------------|--------------|--------------|--------------|-------------|--------------|
| Description | Code | | | | | | |
| Rent Land&Bldgs-Non-Office | 514010 | 1,576 | 1,491 | 1,491 | 1,395 | (96) | -6.4% |
| Total: Rental Property | | 1,576 | 1,491 | 1,491 | 1,395 | (96) | -6.4% |

Organization: VERMONT LIFE

Budget Detail Report

| | | | | FY2016 Governor's BAA Recommended Budget | FY2017 Governor's Recommended Budget | Difference Between FY2017 Governor's Recommend and FY2016 As Passed | Percent Change FY2017 Governor's Recommend and FY2016 As Passed |
|--------------------------------|--------|----------------|-------------------------------------|---|--|--|--|
| Supplies | | FY2015 Actuals | FY2016 Original As Passed Budget | | | | |
| Description | Code | | | | | | |
| Office Supplies | 520000 | 2,270 | 1,200 | 1,200 | 2,400 | 1,200 | 100.0% |
| Other General Supplies | 520500 | 68 | 100 | 100 | 100 | 0 | 0.0% |
| It & Data Processing Supplies | 520510 | 96 | 100 | 100 | 0 | (100) | -100.0% |
| Food | 520700 | 0 | 100 | 100 | 0 | (100) | -100.0% |
| Books&Periodicals-Library/Educ | 521500 | 25 | 100 | 100 | 200 | 100 | 100.0% |
| Subscriptions | 521510 | 468 | 300 | 300 | 500 | 200 | 66.7% |
| Subscriptions Other Info Serv | 521515 | 32 | 0 | 0 | 100 | 100 | 0.0% |
| Total: Supplies | | 2,959 | 1,900 | 1,900 | 3,300 | 1,400 | 73.7% |

| Travel | | | | | | | |
|-------------------------------|--------|--------------|--------------|--------------|--------------|--------------|--------------|
| Description | Code | | | | | | |
| Travel-Inst-Auto Mileage-Emp | 518000 | 3,150 | 2,500 | 2,500 | 3,500 | 1,000 | 40.0% |
| Travel-Inst-Other Transp-Emp | 518010 | 83 | 0 | 0 | 0 | 0 | 0.0% |
| Travel-Inst-Meals-Emp | 518020 | 7 | 100 | 100 | 100 | 0 | 0.0% |
| Travel-Inst-Lodging-Emp | 518030 | 0 | 300 | 300 | 300 | 0 | 0.0% |
| Travel-Inst-Incidentals-Emp | 518040 | 75 | 0 | 0 | 0 | 0 | 0.0% |
| Travel-Outst-Auto Mileage-Emp | 518500 | 43 | 500 | 500 | 500 | 0 | 0.0% |
| Travel-Outst-Other Transp-Emp | 518510 | 1,136 | 500 | 500 | 1,200 | 700 | 140.0% |
| Travel-Outst-Meals-Emp | 518520 | 254 | 500 | 500 | 500 | 0 | 0.0% |
| Travel-Outst-Lodging-Emp | 518530 | 298 | 1,000 | 1,000 | 500 | (500) | -50.0% |
| Travel-Outst-Incidentals-Emp | 518540 | 36 | 0 | 0 | 0 | 0 | 0.0% |
| Total: Travel | | 5,081 | 5,400 | 5,400 | 6,600 | 1,200 | 22.2% |

| | | | | | | | |
|----------------------------|--|---------------|---------------|---------------|---------------|--------------|--------------|
| Total: 2. OPERATING | | 74,897 | 61,990 | 61,990 | 61,465 | (525) | -0.8% |
|----------------------------|--|---------------|---------------|---------------|---------------|--------------|--------------|

| | | | | | | | |
|------------------------|--|----------------|----------------|----------------|----------------|------------------|---------------|
| Total Expenses: | | 765,692 | 868,780 | 868,780 | 732,368 | (136,412) | -15.7% |
|------------------------|--|----------------|----------------|----------------|----------------|------------------|---------------|

| Fund Name | Fund Code | | | | | | |
|----------------------------|-----------|----------------|----------------|----------------|----------------|------------------|---------------|
| Vermont Life Magazine Fund | 50400 | 765,692 | 868,780 | 868,780 | 732,368 | (136,412) | -15.7% |
| Funds Total: | | 765,692 | 868,780 | 868,780 | 732,368 | (136,412) | -15.7% |

| | | | | | | | |
|----------------|--|--|--|--|------|--|-----|
| Position Count | | | | | 7 | | |
| FTE Total | | | | | 6.63 | | 166 |

**VT LIFE MAGAZINE
FY 17 CONTRACT DETAIL**

| Name/Type | Account Code | FY 2017 Contracts Request | Enterprise Fund |
|------------------------------------|-------------------------|--|----------------------------|
| Fulfillment Services | 507020 | \$1,500 | \$1,500 |
| Website Development | 507562 | \$12,500 | \$12,500 |
| Total VT Life | | <u>\$14,000</u> | <u>\$14,000</u> |
| | | | |
| Contract & Third Party Fulfillment | 507020 | \$1,500 | \$1,500 |
| Creative Development Web | 507562 | \$12,500 | \$12,500 |
| | | <u>\$14,000</u> | <u>\$14,000</u> |

FY 2017 GOVERNOR'S BUDGET RECOMMENDATIONS - PROGRAM PERFORMANCE MEASURES

| | | |
|--|--|---------------------------|
| AGENCY NAME: | Agency of Commerce & Community Development | |
| DEPARTMENT NAME: | Vermont Department of Tourism & Marketing | |
| DIVISION NAME: | | |
| PRIMARY APPROPRIATION # | 713000000 | |
| PROGRAM NAME | Tourism & Marketing | |
| PROGRAM NUMBER (if used) | | |
| FY 2017 Appropriation \$\$ | \$ 3,194,386.00 | |
| Budget Amounts in Primary appropriation not related to this program: | \$ 1,394,386.00 | |
| | | SECONDARY APPROPRIATION # |
| Program Budget Amounts from other appropriation: | \$ - | |
| Program Budget Amounts from other appropriation: | \$ - | |
| TOTAL PROGRAM BUDGET FY 2017 | \$ 1,800,000.00 | n/a |

| | |
|---------------------------|---------------------------------------|
| POPULATION-LEVEL OUTCOME: | (1) Vermont has a prosperous economy. |
|---------------------------|---------------------------------------|

| | |
|-----------------------------|--|
| POPULATION-LEVEL INDICATOR: | |
|-----------------------------|--|

| | | Performance Measure Data | | | | |
|------------------------|---|--------------------------|-----------|----------------|-------------|----------------|
| | | FY 2014 | FY 2015 | FY 2016 Budget | FY 2016 BAA | FY 2017 Budget |
| Performance Measure A: | Occupancy at Vermont State Parks | 409,531 | 423,228 | 425,000 | 425,000 | 427,000 |
| Type of PM A: | 1. How much did we do? (a.k.a. quantity or output) (Good PM) | | | | | |
| Performance Measure B: | Increase of jobs in the hospitality sector | 34,802 | 35,400 | 35,800 | 35,800 | 36,200 |
| Type of PM B: | 3. Is anyone better off? (a.k.a. effectiveness or result/outcome) (Best PM) | | | | | |
| Performance Measure C: | Increase of rooms and meals tax revenue | 7,892,606 | 7,880,000 | 5,000,000 | 5,000,000 | 5,000,000 |
| Type of PM C: | 1. How much did we do? (a.k.a. quantity or output) (Good PM) | | | | | |

NARRATIVE/COMMENTS/STORY: Describe the program. Who/what does it serve? Are there any data limitations or caveats? Explain trend or recent changes. Speak to new initiatives expected to have future impact.

The Vermont Department of Tourism and Marketing has four primary population groups that are served. The first is businesses in Vermont that fall under the hospitality sector. This would be hotels, resorts, inns, B&B's, attractions, and businesses that provide hospitality services. The second group served by the Vermont Department of Tourism and Marketing are the residents of Vermont. The Department provides information services to residents informing them of activities happening around Vermont and encouraging them to participate in Vermont events, attractions, state parks, historic sites and many others. This in turn helps to support the businesses that provide these services. The third population served is the visitors to Vermont. The Department provides these visitors with information in order to help them make informed decisions to visit our state.