



# FY2020 BUDGET

## Agency of Commerce and Community Development

JANUARY 2019

**SECRETARY**  
Michael Schirling

**DEPUTY SECRETARY**  
Ted Brady

# AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT

## FY 20 BUDGET DETAIL

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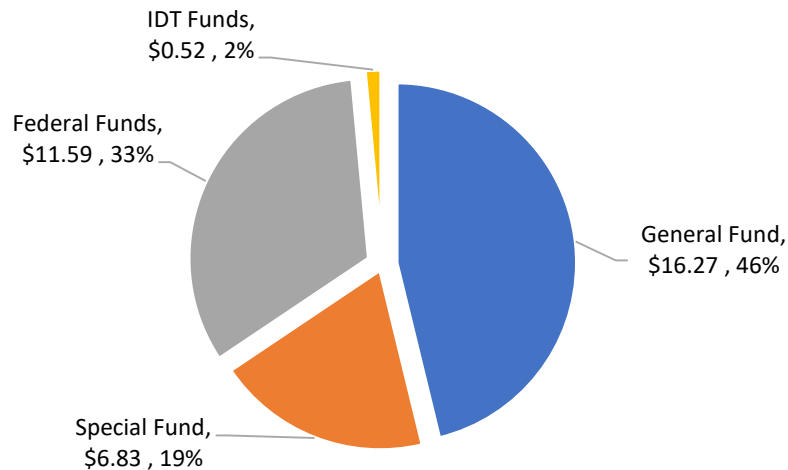
# Agency of Commerce & Community Development

## FY 2020 Governor's Recommend Budget

**MISSION:** To help Vermonters improve their quality of life and build strong communities.

The Agency is engaged in activities that generate revenue to the State general fund. Our work with existing and new businesses, downtowns and communities, marketing the state for tourism, preservation of the Vermont brand and what makes us special, is all part of what generates income to state government. We are the income side of the state general ledger. Investments in ACCD are investments in income generating activity.

Governor's Recommended Budget  
FY 2020 (\$ millions)



## FY 2020 SUMMARY & HIGHLIGHTS

- Total ACCD staff 79
- 17.3% increase in General Fund
- Worker Relocation & Recruitment Package \$2M
  - ❖ \$1M for workforce recruitment including Economic Development Marketing relocation and recruitment resources, digital marketing, enhanced jobs board, new visitor conversion programs, and regional recruitment partnerships.
  - ❖ \$1M for expansion of the 2018 Remote Worker Grant Program to encompass workforce for Vermont based employers.
- USS Vermont Commissioning Ceremony \$10K

## FY 2019 ONE-TIME HIGHLIGHTS

- Broadband Expansion Initiatives \$585K
  - ❖ \$540K to begin a broadband loan program through the Vermont Economic Development Authority.
  - ❖ \$45K (Act 11 Special Session) in additional funds for the ThinkVermont Innovation Grant Program to fund community broadband planning.

## FY 2020 SUPPORTED INITIATIVES

- Vermont Housing Incentive Program \$1M
  - ❖ Rental housing rehabilitation program to incentivize small private apartment owners to make significant improvements to both housing quality & weatherization through small grants. This program is intended for existing properties that are vacant, blighted and in need of substantial reinvestment.
- Downtown & Village Center Tax Credit \$200K
  - ❖ Expansion of this successful program from \$2.4M to \$2.6M.

Overview

Comprehensive Agency Strategies

**ILLUMINATE THE VIBRANCY OF VERMONT**

Market Vermont effectively to increase the number of people visiting, living, and working here.

**DEPLOY A 21ST CENTURY WORKFORCE**

Develop a continuum of education and job re/training to enable a robust, modern workforce.

**ENSURE HOUSING FOR ALL**

Increase the availability and affordability of housing for all Vermonters.

**ACCELERATE BUSINESS GROWTH & RECRUITMENT**

Grow/scale existing businesses and recruit new businesses via a network of technical assistance, access to capital and increased deal flow.

**STRENGTHEN VIBRANT REGIONAL ECONOMIES & ECOSYSTEMS**

Focus on place-making to develop and celebrate a shared vision across regional communities and economies, and provide the tools to build and maintain modern infrastructure.

2019 INITIATIVES

<p><b>Worker Recruitment and Relocation Incentive Package</b></p> <p>Support Vermont's vibrant communities and innovative businesses poised for growth with an infusion of talent.</p>		<p><b>\$2.5 M</b> Investment</p>	<p><b>\$1 M</b> Recruitment</p> <ul style="list-style-type: none"> <li>Targeted digital marketing</li> <li>Enhanced jobs board</li> <li>Convert visitors to residents</li> <li>Regional recruitment partnerships</li> </ul>	<p><b>\$500,000</b> Relocation (Reloc802 by VDOL)</p> <p>Array of investments to <b>assist individual relocation efforts.</b></p>	<p><b>\$1 M</b> Incentives</p> <p><b>Expand Remote Worker</b> grant program to those working for Vermont companies</p>
<p><b>Vermont Housing Incentive Program</b></p> <p>Rental housing rehabilitation program to incentivize small private apartment owners to make significant improvements.</p>		<p><b>\$1.2 M</b> Investment</p>	<p><b>\$1 M</b></p> <ul style="list-style-type: none"> <li>Revive underutilized, vacant and blighted housing stock to swiftly <b>increase the number and quality of housing units available.</b></li> <li>Fix the <b>land gains tax</b> disincentive</li> </ul>	<p><b>\$200,000</b> Downtown Tax Credit expansion</p> <ul style="list-style-type: none"> <li>Incremental increase in the successful Downtown Tax Credit Program, bringing the total investment to \$2.6 M</li> </ul>	
<p><b>Broadband Expansion Loan Program</b></p> <p>Provide a source of capital that recognizes the unique challenges facing start-up broadband providers.</p>		<p><b>\$585,000</b> Investment</p>	<p><b>\$540,000</b></p> <p>Grant to the Vermont Economic Development Authority to enable up <b>\$10.8 M in loans</b> over the life of the program for innovative community broadband projects.</p>	<p><b>\$45,000</b></p> <p>Expansion of funding for the 2018 ThinkVermont Innovation Grant program to invest in <b>planning projects for community broadband.</b></p>	
<p><b>Vermont Employment Growth Incentive (VEGI) Program Modernization</b></p> <p>Make it easier for small businesses to access and to take advantage of the benefit.</p>		<p><b>\$0</b> Additional General Fund Appropriation</p>	<ul style="list-style-type: none"> <li>Add a VEGI enhancement for <b>small businesses (19 or fewer employees), benefit corporations (B-Corps) and low-profit limited liability corporations (L3Cs)</b></li> <li>Add an enhanced incentive for businesses creating jobs that <b>support the goals of the Vermont Clean Water Act</b></li> <li>Tie the wage threshold for qualifying jobs to <b>Vermont's Livable Wage</b></li> <li>Eliminate the LMA cap to <b>encourage increased quality job growth in economically disadvantaged areas</b> of Vermont</li> </ul>		
<p><b>Permit Process Modernization</b></p> <p>Improve predictability in the process and encourage development in identified growth areas.</p>		<p><b>\$0</b> Additional General Fund Appropriation</p>	<ul style="list-style-type: none"> <li>Enact <b>Act 250 Commission</b> recommendations concerning enhanced designations in downtowns and other designated development areas</li> <li>Enact <b>Act 194 Industrial Park Zone Designation Program</b> recommendations</li> <li>Make <b>parcel data more accessible</b> by creating a new digital repository hosted by VCGI</li> </ul>		

Additional Priorities

Enact **Climate Commission recommendations** relating to the Climate Economy

**Amend Downtown Tax Credit statutes** to comply with federal court ruling and amend technology equipment eligibility

**Amend spirits tax threshold** (increase from \$750k to \$1.5M)

Implement recommendations from the **Act 108 Airport/Aviation Economic Development Report**

## ACCD All Funds Budget - 10 Year History

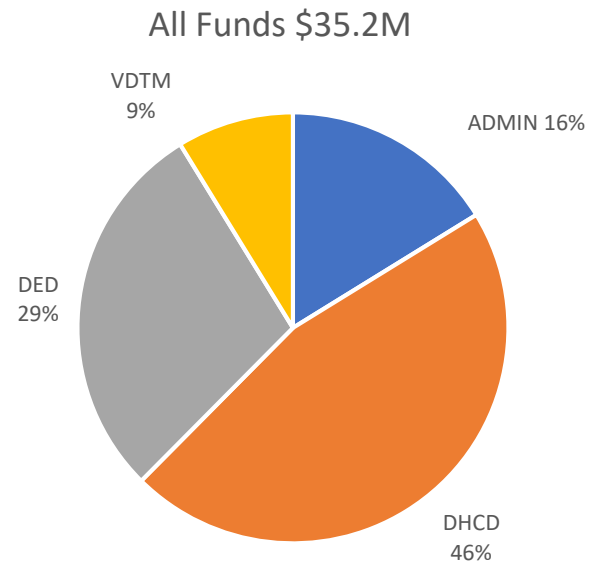
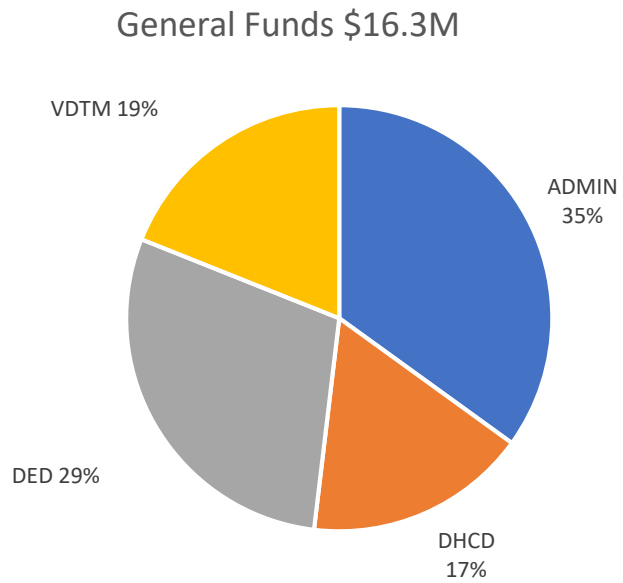
Total All Funds (\$ Millions)



	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18 BAA	FY19 BAA	FY20 Rec
Series1	41,493,934	37,618,978	36,667,844	49,965,607	41,238,824	34,562,574	34,565,517	33,849,574	33,337,768	35,212,496

Notes: FY2012 Federal ARRA Funds ended  
 FY2012 Federal Neighborhood Stabilization Program ended  
 FY2014 Federal HUD Disaster Recovery Funds received (Tropical Storm Irene)  
 FY2014 Federal HUD Disaster Recovery Funds ends (Tropical Storm Irene)

# ACCD – FY20 Budget by Department



**Agency of Commerce and Community Development  
Agency 3 Year Summary by Department**

	<b>FY 2020 Position Count</b>	<b>FY 2018 Actual</b>	<b>FY 2018 Budget As Passed</b>	<b>FY 2019 Budget As Passed</b>	<b>FY 2019 BAA</b>	<b>FY 2020 Governor Recommend</b>
<b>Department</b>						
ACCD Administration	16	\$5,241,485	\$7,920,071	\$3,544,379	\$4,084,379	\$5,707,790
Economic Development	22	\$7,562,180	\$6,795,143	\$9,970,832	\$9,995,832	\$10,141,110
Housing and Community Development	33	\$17,700,633	\$15,447,935	\$15,590,575	\$15,590,575	\$16,275,891
Tourism & Marketing	8	\$3,347,168	\$3,868,276	\$3,666,982	\$3,666,982	\$3,087,705
<b>Total</b>	<b>79</b>	<b>\$33,851,466</b>	<b>\$34,031,425</b>	<b>\$32,772,768</b>	<b>\$33,337,768</b>	<b>\$35,212,496</b>
<b>Fund Type</b>						
General Funds		\$14,185,394	\$14,011,627	\$13,864,250	\$14,429,250	\$16,267,215
Federal Funds		\$11,848,721	\$9,377,628	\$10,530,056	\$10,530,056	\$11,592,110
Special Fund		\$6,966,798	\$9,594,798	\$7,617,106	\$7,617,106	\$6,830,583
IDT Funds		\$508,412	\$284,349	\$110,751	\$110,751	\$522,588
Enterprise Funds		\$342,141	\$763,023	\$650,605	\$650,605	\$0
<b>Total</b>		<b>\$33,851,466</b>	<b>\$34,031,425</b>	<b>\$32,772,768</b>	<b>\$33,337,768</b>	<b>\$35,212,496</b>

# AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT

SECRETARY Mike Schirling DEPUTY SECRETARY Ted Brady

## Overview

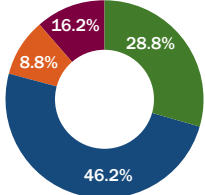
**SECRETARY**  
Mike Schirling

**DEPUTY SECRETARY**  
Ted Brady

**STAFF: 79**



**FY 2020**  
Total Budget: \$35,212,496



- \$10,141,110 Department of Economic Development
- \$16,275,891 Department of Housing and Community Development
- \$3,087,705 Department of Tourism and Marketing
- \$5,707,790 Administration (includes Chief Marketing Office)

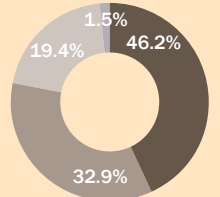
## FY 2018 MAJOR DEPARTMENT HIGHLIGHTS

<b>DEPARTMENT OF ECONOMIC DEVELOPMENT</b> STAFF: 22	 <b>\$4.7 M</b> FY 2020 Proposed General Fund Appropriation	 <b>\$343 M</b> Total Capital Investment Supported	 <b>30</b> Business Creations	 <b>73</b> Business Expansions	 <b>2,070</b> Vermont Employees Approved for Training
<b>DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT</b> STAFF: 33	 <b>\$2.8 M</b> FY 2020 Proposed General Fund Appropriation	 <b>\$17.6 M</b> Program Dollars Invested	 <b>\$502.2 M</b> Total Dollars Leveraged	 <b>5,650</b> Housing Units Created or Preserved	
<b>DEPARTMENT OF TOURISM AND MARKETING</b> STAFF: 8	 <b>\$3.1 M</b> FY 2020 Proposed General Fund Appropriation	 <b>\$2.6 M</b> Program Dollars Invested	 <b>\$773,910</b> Total Dollars Leveraged	 <b>\$2.8 B</b> Visitor Spending	
<b>CHIEF MARKETING OFFICE</b> STAFF: 2	 <b>\$254,886</b> FY 2020 Proposed General Fund Appropriation	 <b>\$352,538</b> Market Rate of Creative Services Provided	 <b>\$1.1M</b> Total Value of Master Marketing Contracts Used	 <b>142</b> Number of Staff in 47 Agencies, Departments, and Programs Supported	
<b>ADMINISTRATION</b> STAFF: 14	 <b>\$5.5 M</b> FY 2020 Proposed General Fund Appropriation	 <b>\$352,627</b> Grant Program Dollars Invested	 <b>\$1.9M</b> Other Funds Leveraged	 <b>2,565</b> People Reached	

## FY 2020

PROPOSED GENERAL FUND APPROPRIATION  
**\$16.3 M**

**BUDGET**  
\$35,212,496  
79 STAFF



- \$16,267,215 General Funds
- \$11,592,110 Federal Funds
- \$6,830,583 Special Funds
- \$522,588 All Other Funds





**AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT  
FUND CHANGES FY19 TO FY20**

<b>Fund Source</b>	<b>FY 2019 As Passed Budget</b>	<b>FY 2019 BAA Recommend</b>	<b>Increase/ (Decrease) As Passed to FY19 BAA Rec.</b>	<b>FY 2020 Governor's Recommend</b>	<b>Increase/ (Decrease) From FY 19 As Passed</b>	<b>FY 2020 % Incr/-Decr Over FY 19 As Passed</b>
<b>General Fund</b>	<b>\$13,864,250</b>	<b>\$14,429,250</b>	<b>\$565,000</b>	<b>\$16,267,215</b>	<b>\$2,402,965</b>	<b>17.3%</b>
<b>Federal Fund</b>	<b>\$10,530,056</b>	<b>\$10,530,056</b>	<b>\$0</b>	<b>\$11,592,110</b>	<b>\$1,062,054</b>	<b>10.1%</b>
<b>Special Fund</b>	<b>\$7,617,106</b>	<b>\$7,617,106</b>	<b>\$0</b>	<b>\$6,830,583</b>	<b>(\$786,523)</b>	<b>-10.3%</b>
<b>Inter-department Transfer Fund</b>	<b>\$110,751</b>	<b>\$110,751</b>	<b>\$0</b>	<b>\$522,588</b>	<b>\$411,837</b>	<b>371.9%</b>
<b>Enterprise Fund</b>	<b>\$650,605</b>	<b>\$650,605</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$650,605)</b>	<b>-100.0%</b>
<b>Total ACCD</b>	<b>\$32,772,768</b>	<b>\$33,337,768</b>	<b>\$565,000</b>	<b>\$35,212,496</b>	<b>\$2,439,728</b>	<b>7.4%</b>

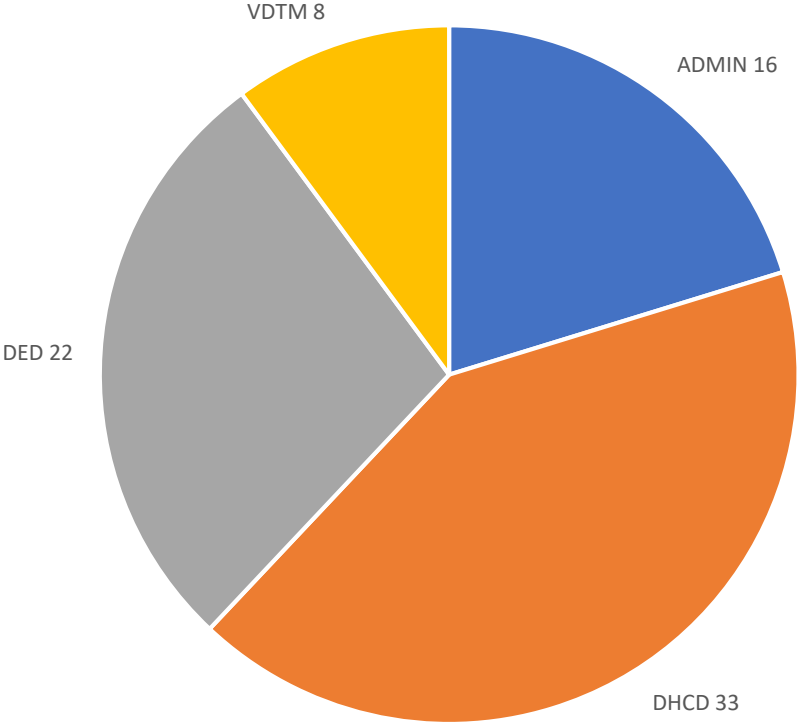
**Agency of Commerce and Community Development**  
**FY 2020 Summary Budget Changes by Fund**  
(For Detail by Dept. See *Budget Development Forms*)

<b>FY 19 General Fund As Passed</b>	<b>\$13,864,250</b>
	\$0
<b>FY 19 Amended General Fund</b>	<b>\$13,864,250</b>
Salary/Benefits net increase	\$548,835
Workers' Compensation net increase	\$7,428
Contractual Services net increase	\$112,781
National Life rent increase	\$28,048
Internal Service Fees net increase (Insurances, VISION, ADS Allocated Fee, HR Services)	\$46,251
ADS Service Level Agreement net increase	\$6,222
Miscellaneous Operating costs net decrease	(\$230,220)
Recruitment and Reloaction Package Initiative	\$2,000,000
USS Vermont commissioning ceremony grant	\$10,000
VT Outdoor Recreation Economic Collaborative (VOREC) grant Pilot Program moved to	(\$100,000)
Grants Reduction -Job Zones, SeVEDS - completed work	(\$26,380)
<i>Total Increase</i>	\$2,402,965
<b>FY 20 General Fund Request</b>	<b>\$16,267,215</b>
<b>FY 19 Federal Fund As Passed</b>	<b>\$10,530,056</b>
Salary/Benefits net increase	\$20,393
Workers' Compensation net decrease	(\$1,279)
Contractual services net increase -DOD Economic Adjustment Assistance Award -Additive Manufacturing Partnership, miscellaneous	\$146,500
Internal Service Fees net increase (Insurances, VISION, ADS Allocated Fee, HR Services)	\$15,574
Miscellaneous Operating costs net increase	\$101,138
HUD -CDBG Grants spending authority adjustment	\$359,755
NPS -Historic Preservation -Certified Local Gov't Grants spending authority adjustment	(\$78,730)
HUD -HOME Program Grant to VHCB decrease	(\$1,297)
EPA Brownfield Assessment & Cleanup Award Grant increase	\$500,000
<i>Total Increase</i>	\$1,062,054
<b>FY 20 Federal Fund Request</b>	<b>\$11,592,110</b>
<b>FY 19 Special Fund As Passed</b>	<b>\$7,617,106</b>
Salary/Benefits net increase	\$47,530
Workers' Compensation net increase	\$58
Contractual Services net decrease	(\$26,854)
Internal Service Fees net increase (Insurances, VISION, ADS Allocated Fee, HR Services)	\$12,182
Miscellaneous Operating costs net increase	\$3,867
Historic Preservation Mitigation Fund spending authority adjustment	\$78,500
Downtown Transportation & Capital Imp. Fund spending authority reduction	(\$21,806)
Better Connections Comprehensive Storm Water Management Strategies, Clean Water Fund, will augment the existing program.	\$100,000
Entergy Windham Cty Econ Dev Fund reduction completed work	(\$1,000,000)
Newport Economic Development EB-5 Settlement (\$20,000 per year for 5 years) grant	\$20,000
<i>Total Decrease</i>	(\$786,523)
<b>FY 20 Special Fund Request</b>	<b>\$6,830,583</b>

**Agency of Commerce and Community Development  
FY 2020 Summary Budget Changes by Fund**

<b>FY 19 Interdepartmental Transfer Fund As Passed</b>	<b>\$110,751</b>
Salary/Benefits net increase	\$26,575
Contractual Services net decrease	(\$738)
Historic Preservation VAI/AOT and Arch Month Program completed work	(\$7,000)
Community Planning & Revitalization VW Mitigation Funds from Agency of Natural Resources	\$348,000
Other Personal Services - DOL Apprenticeship Expansion Program	\$45,000
<i>Total Increase</i>	\$411,837
<b>FY 20 Interdepartmental Transfer Fund Request</b>	<b>\$522,588</b>
<b>FY 19 Enterprise Fund As Passed</b>	<b>\$650,605</b>
Vermont Life Magazine Closure	(\$650,605)
<i>Total Decrease</i>	(\$650,605)
<b>FY 20 Enterprise Fund Request</b>	<b>\$0</b>
<b>Total FY 20 Budget Increase</b>	<b>\$2,439,728</b>
<b>Total FY 20 Governor's Recommend</b>	<b>\$35,212,496</b>

# ACCD - FY20 Positions by Department - 79



<b>Agency of Commerce and Community Development</b>		
<b>FY 2020 Staffing Changes</b>		
<b>Administration</b>		
Total No. of Positions FY 2018		27
Total No. of Positions FY 2019		15
Financial Administrator IV transferred from HCD		1
Total No. of Positions FY 2020		16
<b>Economic Development</b>		
Total No. of Positions FY 2018		19
Grants Management Specialist (Classified Limited Service) -OEA grant funded		1
Economic Development Director -pool position -Recruitment & International Trade		1
Executive Director -Northern Border Regional Commission (Exempt Limited Service)		1
Total No. of Positions FY 2019		22
Total No. of Positions FY 2020		22
<b>Housing and Community Development</b>		
Total No. of Positions FY 2018		35
Grants Mgmt. Specialist (CDBG-DR) Limited Position Service Ends		(1)
Total No. of Positions FY 2019		34
Financial Administrator IV transferred to Administration		(1)
Total No. of Positions FY 2020		33
<b>Tourism and Marketing</b>		
Total No. of Positions FY 2018		8
Total No. of Positions FY 2019		8
Total No. of Positions FY 2020		8
<b>VT Life Magazine</b>		
Total No. of Positions FY 2018		7
Program and positions eliminated		(7)
Total No. of Positions FY 2019		0
Total No. of Positions FY 2020		0
<b>AGENCY TOTALS</b>		
Total No. of Positions FY 2018		96
Total No. of Positions FY 2019		79
Total No. of Authorized Positions FY 2020		79

State of Vermont

FY2020 Governor's Recommended Budget: Rollup Report

Organization: 07 - Commerce and Community Development

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
Salaries and Wages	6,678,018	5,572,185	5,672,185	5,712,893	140,708	2.5%
Fringe Benefits	3,109,182	2,854,117	2,854,117	2,933,745	79,628	2.8%
Contracted and 3rd Party Service	994,371	2,037,448	2,037,448	2,448,693	411,245	20.2%
PerDiem and Other Personal Services	11,291	200,372	200,372	157,523	(42,849)	-21.4%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>10,792,862</b>	<b>10,664,122</b>	<b>10,764,122</b>	<b>11,252,854</b>	<b>588,732</b>	<b>5.5%</b>

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
Equipment	72,388	67,887	67,887	48,342	(19,545)	-28.8%
IT/Telecom Services and Equipment	372,223	994,923	994,923	941,955	(52,968)	-5.3%
Travel	213,646	338,997	338,997	264,525	(74,472)	-22.0%
Supplies	141,753	129,999	129,999	133,939	3,940	3.0%
Other Purchased Services	2,737,254	2,582,982	2,482,982	3,034,670	451,688	17.5%
Other Operating Expenses	161,693	161,629	161,629	161,563	(66)	0.0%
Rental Other	21,663	26,561	26,561	24,639	(1,922)	-7.2%
Rental Property	388,069	393,315	393,315	408,510	15,195	3.9%
Property and Maintenance	164,400	135,366	135,366	130,995	(4,371)	-3.2%
Repair and Maintenance Services	54,450	65,280	65,280	28,192	(37,088)	-56.8%
Rentals	11,230	15,337	15,337	13,656	(1,681)	-11.0%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>4,338,769</b>	<b>4,912,276</b>	<b>4,812,276</b>	<b>5,190,986</b>	<b>278,710</b>	<b>5.7%</b>

**Budget Object Group: 3. GRANTS**

<b>Budget Object Rollup Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
Grants Rollup	18,719,835	17,196,370	17,761,370	18,768,656	1,572,286	9.1%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>18,719,835</b>	<b>17,196,370</b>	<b>17,761,370</b>	<b>18,768,656</b>	<b>1,572,286</b>	<b>9.1%</b>
<b>Total Expenses</b>	<b>33,851,466</b>	<b>32,772,768</b>	<b>33,337,768</b>	<b>35,212,496</b>	<b>2,439,728</b>	<b>7.4%</b>

<b>Fund Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
General Funds	14,185,394	13,864,250	14,429,250	16,267,215	2,402,965	17.3%
Special Fund	6,966,797	7,617,106	7,617,106	6,830,583	(786,523)	-10.3%
Federal Funds	11,848,721	10,530,056	10,530,056	11,592,110	1,062,054	10.1%
IDT Funds	508,412	110,751	110,751	522,588	411,837	371.9%
Enterprise Funds	342,141	650,605	650,605	0	(650,605)	-100.0%
<b>Funds Total</b>	<b>33,851,466</b>	<b>32,772,768</b>	<b>33,337,768</b>	<b>35,212,496</b>	<b>2,439,728</b>	<b>7.4%</b>

Position Count				79		
FTE Total				78.8		

**State of Vermont**  
**FY2020 Governor's Recommended Budget: Detail Report**

Organization: 07 - Commerce and Community Development

**Budget Object Group: 1. PERSONAL SERVICES**

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Salaries and Wages</b>							
Description	Code						
Classified Employees	500000	6,672,862	3,870,795	3,870,795	3,966,851	96,056	2.5%
Exempt	500010	0	1,682,782	1,682,782	1,768,481	85,699	5.1%
Other Regular Employees	500020	0	182,646	182,646	0	(182,646)	-100.0%
Temporary Employees	500040	0	207,511	207,511	231,915	24,404	11.8%
Overtime	500060	5,156	7,000	7,000	7,000	0	0.0%
Vacancy Turnover Savings	508000	0	(378,549)	(278,549)	(261,354)	117,195	-31.0%
<b>Total: Salaries and Wages</b>		<b>6,678,018</b>	<b>5,572,185</b>	<b>5,672,185</b>	<b>5,712,893</b>	<b>140,708</b>	<b>2.5%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Fringe Benefits</b>							
Description	Code						
FICA - Classified Employees	501000	486,341	310,087	310,087	303,462	(6,625)	-2.1%
FICA - Exempt	501010	0	128,174	128,174	134,825	6,651	5.2%
Health Ins - Classified Empl	501500	1,428,793	994,354	994,354	901,006	(93,348)	-9.4%
Health Ins - Exempt	501510	0	341,730	341,730	361,886	20,156	5.9%
Retirement - Classified Empl	502000	1,068,819	710,510	710,510	819,135	108,625	15.3%
Retirement - Exempt	502010	0	245,260	245,260	282,887	37,627	15.3%
Dental - Classified Employees	502500	71,840	52,779	52,779	51,181	(1,598)	-3.0%
Dental - Exempt	502510	0	14,616	14,616	16,207	1,591	10.9%
Life Ins - Classified Empl	503000	22,606	15,614	15,614	14,629	(985)	-6.3%
Life Ins - Exempt	503010	0	4,959	4,959	6,018	1,059	21.4%
LTD - Classified Employees	503500	3,501	1,123	1,123	1,039	(84)	-7.5%
LTD - Exempt	503510	0	3,707	3,707	4,068	361	9.7%
EAP - Classified Empl	504000	2,704	1,950	1,950	1,861	(89)	-4.6%
EAP - Exempt	504010	0	540	540	589	49	9.1%
Employee Tuition Costs	504530	0	0	0	1,200	1,200	0.0%
Workers Comp - Ins Premium	505200	17,381	16,587	16,587	21,395	4,808	29.0%
Unemployment Compensation	505500	4,245	8,280	8,280	8,280	0	0.0%
Catamount Health Assessment	505700	2,950	3,847	3,847	4,077	230	6.0%
<b>Total: Fringe Benefits</b>		<b>3,109,182</b>	<b>2,854,117</b>	<b>2,854,117</b>	<b>2,933,745</b>	<b>79,628</b>	<b>2.8%</b>



<b>Contracted and 3rd Party Service</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Contr&3Rd Party-Fulfillment	507020	0	1,500	1,500	0	(1,500)	-100.0%
Contr & 3Rd Party - Financial	507100	0	80,000	80,000	68,619	(11,381)	-14.2%
Contr & 3Rd Party - Legal	507200	2,541	6,000	6,000	0	(6,000)	-100.0%
Contr&3Rd Pty-Educ & Training	507350	62,842	1,350,000	1,350,000	148,500	(1,201,500)	-89.0%
IT Contracts - Servers	507543	34,500	36,840	36,840	38,840	2,000	5.4%
Contr-Compssoftware-Sysdevelop	507553	0	38,112	38,112	0	(38,112)	-100.0%
Creative/Development	507561	0	82,350	82,350	82,350	0	0.0%
Advertising/Marketing-Other	507563	337,327	143,109	143,109	389,109	246,000	171.9%
Media-Planning/Buying	507564	79,744	80,300	80,300	90,300	10,000	12.5%
IT Contracts - Application Development	507565	21,458	0	0	48,112	48,112	0.0%
IT Contracts - Application Support	507566	0	0	0	18,112	18,112	0.0%
Other Contr and 3Rd Pty Serv	507600	455,813	219,237	219,237	1,564,751	1,345,514	613.7%
Recording & Other Fees	507620	148	0	0	0	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>994,371</b>	<b>2,037,448</b>	<b>2,037,448</b>	<b>2,448,693</b>	<b>411,245</b>	<b>20.2%</b>

<b>PerDiem and Other Personal Services</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Per Diem	506000	11,236	15,305	15,305	12,940	(2,365)	-15.5%
Other Pers Serv	506200	0	185,067	185,067	144,533	(40,534)	-21.9%
Service of Papers	506240	55	0	0	50	50	0.0%
<b>Total: PerDiem and Other Personal Services</b>		<b>11,291</b>	<b>200,372</b>	<b>200,372</b>	<b>157,523</b>	<b>(42,849)</b>	<b>-21.4%</b>
<b>Total: 1. PERSONAL SERVICES</b>		<b>10,792,862</b>	<b>10,664,122</b>	<b>10,764,122</b>	<b>11,252,854</b>	<b>588,732</b>	<b>5.5%</b>

**Budget Object Group: 2. OPERATING**

<b>Equipment</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Hardware - Desktop & Laptop Pc	522216	43,477	50,388	50,388	34,592	(15,796)	-31.3%
Hw - Printers,Copiers,Scanners	522217	3,522	0	0	0	0	0.0%
Software - Application Support	522284	0	850	850	850	0	0.0%
Software - Desktop	522286	4,835	4,649	4,649	2,100	(2,549)	-54.8%
Other Equipment	522400	11,326	5,600	5,600	9,600	4,000	71.4%
Furniture & Fixtures	522700	9,227	6,400	6,400	1,200	(5,200)	-81.3%
<b>Total: Equipment</b>		<b>72,388</b>	<b>67,887</b>	<b>67,887</b>	<b>48,342</b>	<b>(19,545)</b>	<b>-28.8%</b>

<b>IT/Telecom Services and Equipment</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Telecom-Toll Free Phone Serv	516657	89	1,150	1,150	1,100	(50)	-4.3%
Telecom-Conf Calling Services	516658	683	2,428	2,428	750	(1,678)	-69.1%
Telecom-Wireless Phone Service	516659	25,058	17,263	17,263	21,070	3,807	22.1%
ADS Enterp App Supp SOV Emp Exp	516660	105,381	103,507	103,507	105,440	1,933	1.9%
ADS App Support SOV Emp Exp	516661	0	650,511	650,511	575,511	(75,000)	-11.5%
It Intsvccost-Vision/Isdassess	516671	104,080	104,675	104,675	102,482	(2,193)	-2.1%
ADS Centrex Exp.	516672	11,738	32,017	32,017	20,940	(11,077)	-34.6%
ADS Allocation Exp.	516685	106,634	72,486	72,486	97,186	24,700	34.1%
Software as a Service	519085	6,963	6,186	6,186	6,486	300	4.8%
Hw - Computer Peripherals	522201	143	0	0	0	0	0.0%
Hw-Personal Mobile Devices	522258	11,454	4,700	4,700	10,990	6,290	133.8%
<b>Total: IT/Telecom Services and Equipment</b>		<b>372,223</b>	<b>994,923</b>	<b>994,923</b>	<b>941,955</b>	<b>(52,968)</b>	<b>-5.3%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Other Operating Expenses</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
Single Audit Allocation	523620	18,475	22,240	22,240	22,214	(26)	-0.1%
Registration & Identification	523640	1,050	430	430	430	0	0.0%
Taxes	523660	9,158	9,000	9,000	9,000	0	0.0%
Bank Service Charges	524000	6,947	6,800	6,800	6,760	(40)	-0.6%
Cost of Stock Items Sold	525290	125,899	123,159	123,159	123,159	0	0.0%
Interest Expense	551000	165	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>161,693</b>	<b>161,629</b>	<b>161,629</b>	<b>161,563</b>	<b>(66)</b>	<b>0.0%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Other Purchased Services</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
Insurance Other Than Empl Bene	516000	65,550	78,861	78,861	81,226	2,365	3.0%
Insurance - General Liability	516010	13,644	16,714	16,714	48,500	31,786	190.2%
Dues	516500	108,470	181,438	181,438	122,322	(59,116)	-32.6%
Licenses	516550	45	0	0	0	0	0.0%
Telecom-Mobile Wireless Data	516623	14,767	18,690	18,690	16,001	(2,689)	-14.4%
Telecom-Telephone Services	516652	882	975	975	900	(75)	-7.7%
Advertising-Tv	516811	15,000	0	0	15,000	15,000	0.0%
Advertising-Radio	516812	8,608	5,500	5,500	9,500	4,000	72.7%
Advertising-Print	516813	255,861	251,376	251,376	244,415	(6,961)	-2.8%
Advertising-Web	516814	811,270	1,133,889	1,133,889	1,388,712	254,823	22.5%
Advertising-Other	516815	20,793	15,088	15,088	169,000	153,912	1,020.1%
Advertising - Out of Home	516817	221,099	45,833	45,833	90,288	44,455	97.0%
Advertising - Job Vacancies	516820	5,464	3,270	3,270	2,870	(400)	-12.2%
Client Meetings	516855	3,429	1,500	1,500	1,650	150	10.0%
Trade Shows & Events	516870	350,748	297,112	297,112	359,355	62,243	20.9%
Giveaways	516871	4,714	1,900	1,900	100	(1,800)	-94.7%
Sponsorships	516872	149,197	132,125	132,125	34,940	(97,185)	-73.6%
Photography	516875	31,291	3,500	3,500	14,100	10,600	302.9%
Printing and Binding	517000	5,013	15,720	15,720	6,243	(9,477)	-60.3%
Printing & Binding-Bgs Copy Ct	517005	5,065	1,110	1,110	2,135	1,025	92.3%
Printing-Promotional	517010	14,517	17,820	17,820	23,320	5,500	30.9%
Photocopying	517020	212	100	100	0	(100)	-100.0%
Registration For Meetings&Conf	517100	34,431	37,455	37,455	57,664	20,209	54.0%
Training - Info Tech	517110	5,023	500	500	650	150	30.0%
Postage	517200	26,340	45,088	45,088	41,092	(3,996)	-8.9%
Postage - Bgs Postal Svcs Only	517205	2,975	4,305	4,305	3,105	(1,200)	-27.9%
Freight & Express Mail	517300	28,791	38,051	38,051	32,650	(5,401)	-14.2%
Instate Conf, Meetings, Etc	517400	966	400	400	800	400	100.0%
Outside Conf, Meetings, Etc	517500	223	0	0	175	175	0.0%

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Other Purchased Services (cont)</b>		<b>FY2018 Actuals</b>					
Other Purchased Services	519000	468,697	179,469	79,469	208,849	29,380	16.4%
Human Resources Services	519006	50,933	48,442	48,442	49,907	1,465	3.0%
Administrative Service Charge	519010	640	0	0	0	0	0.0%
Brochure Distribution	519030	11,200	6,751	6,751	8,951	2,200	32.6%
Moving State Agencies	519040	1,396	0	0	250	250	0.0%
<b>Total: Other Purchased Services</b>		<b>2,737,254</b>	<b>2,582,982</b>	<b>2,482,982</b>	<b>3,034,670</b>	<b>451,688</b>	<b>17.5%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Property and Maintenance</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
Water/Sewer	510000	10,977	12,000	12,000	12,000	0	0.0%
Disposal	510200	187	0	0	0	0	0.0%
Rubbish Removal	510210	6,151	5,200	5,200	5,200	0	0.0%
Snow Removal	510300	35,327	34,637	34,637	34,637	0	0.0%
Custodial	510400	2,407	2,756	2,756	2,756	0	0.0%
Other Property Mgmt Services	510500	3,736	0	0	0	0	0.0%
Lawn Maintenance	510520	37,911	40,245	40,245	40,245	0	0.0%
Repair & Maint - Buildings	512000	53,571	21,124	21,124	19,886	(1,238)	-5.9%
Plumbing & Heating Systems	512010	4,023	8,000	8,000	8,000	0	0.0%
Repair & Maint - Office Tech	513010	9,578	11,005	11,005	8,271	(2,734)	-24.8%
Other Repair & Maint Serv	513200	533	399	399	0	(399)	-100.0%
<b>Total: Property and Maintenance</b>		<b>164,400</b>	<b>135,366</b>	<b>135,366</b>	<b>130,995</b>	<b>(4,371)</b>	<b>-3.2%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Rental Other</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
Rental - Auto	514550	420	3,300	3,300	7,100	3,800	115.2%
Rental - Other	515000	21,243	23,261	23,261	17,539	(5,722)	-24.6%
<b>Total: Rental Other</b>		<b>21,663</b>	<b>26,561</b>	<b>26,561</b>	<b>24,639</b>	<b>(1,922)</b>	<b>-7.2%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Rental Property</b>		<b>FY2018 Actuals</b>					
Description	Code						
Rent Land & Bldgs-Office Space	514000	372,136	373,848	373,848	389,677	15,829	4.2%
Rent Land&Bldgs-Non-Office	514010	15,932	19,467	19,467	18,833	(634)	-3.3%
<b>Total: Rental Property</b>		<b>388,069</b>	<b>393,315</b>	<b>393,315</b>	<b>408,510</b>	<b>15,195</b>	<b>3.9%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Supplies</b>		<b>FY2018 Actuals</b>					
Description	Code						
Office Supplies	520000	8,733	14,111	14,111	9,790	(4,321)	-30.6%
Gasoline	520110	5,479	7,070	7,070	6,254	(816)	-11.5%
Diesel	520120	353	750	750	750	0	0.0%
Building Maintenance Supplies	520200	2,393	2,000	2,000	2,000	0	0.0%
Plumbing, Heating & Vent	520210	3,552	3,500	3,500	3,500	0	0.0%
Heating & Ventilation	520211	616	0	0	0	0	0.0%
Small Tools	520220	40	200	200	200	0	0.0%
Electrical Supplies	520230	414	500	500	500	0	0.0%
Other General Supplies	520500	15,473	10,630	10,630	10,819	189	1.8%
It & Data Processing Supplies	520510	3,387	2,950	2,950	2,951	1	0.0%
Cloth & Clothing	520520	0	500	500	500	0	0.0%
Agric, Hort, Wildlife	520580	410	1,200	1,200	1,200	0	0.0%
Fire, Protection & Safety	520590	1,500	1,600	1,600	1,600	0	0.0%
Food	520700	390	0	0	90	90	0.0%
Electricity	521100	31,189	28,000	28,000	28,000	0	0.0%
Heating Oil #2	521220	9,046	10,800	10,800	10,800	0	0.0%
Propane Gas	521320	6,923	11,200	11,200	11,200	0	0.0%
Books&Periodicals-Library/Educ	521500	691	331	331	669	338	102.1%
Subscriptions	521510	16,085	24,162	24,162	6,100	(18,062)	-74.8%
Subscriptions Other Info Serv	521515	34,814	10,495	10,495	37,016	26,521	252.7%
Paper Products	521820	264	0	0	0	0	0.0%
<b>Total: Supplies</b>		<b>141,753</b>	<b>129,999</b>	<b>129,999</b>	<b>133,939</b>	<b>3,940</b>	<b>3.0%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Travel</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
Travel-Inst-Auto Mileage-Emp	518000	37,990	51,843	51,843	39,925	(11,918)	-23.0%
Travel-Inst-Other Transp-Emp	518010	26,871	25,715	25,715	24,005	(1,710)	-6.6%
Travel-Inst-Meals-Emp	518020	3,837	3,140	3,140	3,345	205	6.5%
Travel-Inst-Lodging-Emp	518030	7,241	4,978	4,978	7,514	2,536	50.9%
Travel-Inst-Incidentals-Emp	518040	817	1,040	1,040	1,125	85	8.2%
Travel-Inst-Auto Mileage-Nonemp	518300	13,019	17,861	17,861	13,683	(4,178)	-23.4%
Travel-Inst-Other Trans-Nonemp	518310	54	100	100	100	0	0.0%
Travel-Inst-Meals-Nonemp	518320	7,228	1,505	1,505	3,660	2,155	143.2%
Travel-Inst-Lodging-Nonemp	518330	0	200	200	375	175	87.5%
Travel-Inst-Incidentals-Nonemp	518340	11	0	0	15	15	0.0%
Travel-Outst-Auto Mileage-Emp	518500	4,177	9,585	9,585	12,670	3,085	32.2%
Travel-Outst-Other Trans-Emp	518510	38,041	83,973	83,973	55,434	(28,539)	-34.0%
Travel-Outst-Meals-Emp	518520	8,755	19,051	19,051	14,953	(4,098)	-21.5%
Travel-Outst-Lodging-Emp	518530	58,678	107,085	107,085	75,811	(31,274)	-29.2%
Travel-Outst-Incidentals-Emp	518540	5,027	10,671	10,671	9,610	(1,061)	-9.9%
Conference Outstate - Emp	518550	0	1,950	1,950	0	(1,950)	-100.0%
Travel-Outst-Other Trans-Nonemp	518710	1,452	300	300	2,300	2,000	666.7%
Travel-Outst-Lodging-Nonemp	518730	450	0	0	0	0	0.0%
<b>Total: Travel</b>		<b>213,646</b>	<b>338,997</b>	<b>338,997</b>	<b>264,525</b>	<b>(74,472)</b>	<b>-22.0%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Repair and Maintenance Services</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
Software-Rep&Maint-ApplicaSupp	513050	500	0	0	0	0	0.0%
Software-Repair&Maint-Servers	513056	53,950	64,267	64,267	27,179	(37,088)	-57.7%
Software-Repair&Maint-Desktop	513058	0	1,013	1,013	1,013	0	0.0%
<b>Total: Repair and Maintenance Services</b>		<b>54,450</b>	<b>65,280</b>	<b>65,280</b>	<b>28,192</b>	<b>(37,088)</b>	<b>-56.8%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Rentals</b>							
Description	Code						
Software-License-Servers	516557	10,310	0	0	10,356	10,356	0.0%
Software-License-DeskLaptop PC	516559	920	15,337	15,337	3,300	(12,037)	-78.5%
<b>Total: Rentals</b>		<b>11,230</b>	<b>15,337</b>	<b>15,337</b>	<b>13,656</b>	<b>(1,681)</b>	<b>-11.0%</b>
<b>Total: 2. OPERATING</b>		<b>4,338,769</b>	<b>4,912,276</b>	<b>4,812,276</b>	<b>5,190,986</b>	<b>278,710</b>	<b>5.7%</b>

**Budget Object Group: 3. GRANTS**

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Grants Rollup</b>							
Description	Code						
Grants To Municipalities	550000	8,900,486	7,056,400	7,056,400	7,483,353	426,953	6.1%
Gr, Awards, Scholarships&Loans	550200	61,500	0	0	0	0	0.0%
Grants	550220	5,145,049	400,000	400,000	6,478,521	6,078,521	1,519.6%
Loans	550240	1,094	0	0	0	0	0.0%
Other Grants	550500	4,611,707	9,739,970	10,304,970	4,806,782	(4,933,188)	-51.6%
<b>Total: Grants Rollup</b>		<b>18,719,835</b>	<b>17,196,370</b>	<b>17,761,370</b>	<b>18,768,656</b>	<b>1,572,286</b>	<b>9.1%</b>
<b>Total: 3. GRANTS</b>		<b>18,719,835</b>	<b>17,196,370</b>	<b>17,761,370</b>	<b>18,768,656</b>	<b>1,572,286</b>	<b>9.1%</b>
<b>Total Expenses:</b>		<b>33,851,466</b>	<b>32,772,768</b>	<b>33,337,768</b>	<b>35,212,496</b>	<b>2,439,728</b>	<b>7.4%</b>

Fund Name	Fund Code	FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
General Fund	10000	14,185,394	13,864,250	14,429,250	16,267,215	2,402,965	17.3%
Misc Fines & Penalties	21054	8,550	42,500	42,500	141,000	98,500	231.8%
Captive Insurance Reg & Suprv	21085	530,350	530,350	530,350	530,350	0	0.0%
Historic Sites Special Fund	21325	537,037	526,891	526,891	540,128	13,237	2.5%
VT Center for Geographic Info	21328	8,551	0	0	0	0	0.0%
Municipal & Regional Planning	21330	3,749,689	3,381,899	3,381,899	3,381,899	0	0.0%
Inter-Unit Transfers Fund	21500	508,412	110,751	110,751	522,588	411,837	371.9%
Conference Fees & Donations	21525	5,000	20,000	20,000	20,000	0	0.0%
Downtown Trans & Capital Impro	21575	408,829	423,966	423,966	423,966	0	0.0%
ACCD-Mobile Home Park Laws	21819	77,801	79,500	79,500	79,500	0	0.0%
ACCD-Miscellaneous Receipts	21820	7,682	415,000	415,000	416,740	1,740	0.4%
Windham County Development Fund	21898	1,331,478	2,000,000	2,000,000	1,000,000	(1,000,000)	-50.0%
Archeology Operations	21918	4,343	17,000	17,000	17,000	0	0.0%
EB-5 Enterprise Fund	21919	5,685	80,000	80,000	80,000	0	0.0%
Clean Water Fund	21932	291,804	100,000	100,000	200,000	100,000	100.0%
Federal Revenue Fund	22005	11,848,721	10,530,056	10,530,056	11,592,110	1,062,054	10.1%
Vermont Life Magazine Fund	50400	342,141	650,605	650,605	0	(650,605)	-100.0%
<b>Funds Total:</b>		<b>33,851,466</b>	<b>32,772,768</b>	<b>33,337,768</b>	<b>35,212,496</b>	<b>2,439,728</b>	<b>7.4%</b>
Position Count					79		
FTE Total					78.8		



# Agency of Commerce and Community Development

FY 2020

## Grant Itemization Form

DEPARTMENT - Administration										
Appropriation Name	Grant Title	Grantee	FY 19 As Passed	Incr(Decr)	FY 20 Request	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	46,000	89,320	89,320	0	0	0	Pass-thru to support program.
	UVM Data Center -Rural Studies	UVM Data Center	96,000	(46,000)	50,000	50,000	0	0	0	Pass-thru to support rural studies research.
	Worker Relocation and Recruitment	Various entities	0	1,500,000	1,500,000	1,500,000	0	0	0	Supports regional recruitment partnerships and relocation grants
	USS Vermont	USS Vermont	0	10,000	10,000	10,000	0	0	0	Supports USS Vermont commissioning ceremony
<b>TOTAL Grants FY20</b>			<b>352,627</b>	<b>1,510,000</b>	<b>1,862,627</b>	<b>1,862,627</b>	<b>0</b>	<b>0</b>	<b>0</b>	

## DEPARTMENT - Housing and Community Development

Appropriation Name	Grant Title	Grantee	FY 19 As Passed	Incr(Decr)	FY 20 Request	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Housing and Community Dev.	Mobile Home Park Program	Mediators	4,000	0	4,000	0	4,000	0	0	Pays for mediation fees.
	HOME Investment Partnership	VT Housing Conserv Board	256,989	(1,297)	255,692	0	0	255,692	0	Pass-thru to support admin costs under the HOME program.
	First Stop	CVOEO	72,000	0	72,000	72,000	0	0	0	Mobile Home Park client assistance.
	VOREC	Various entities	100,000	(100,000)	0	0	0	0	0	Supports VT Outdoor Recreation Community Development
	Certified Local Government	Municipalities	137,768	(78,730)	59,038	0	0	59,038	0	Supports historic bldgs re: planning, surveying & documentation.
	Municipal Planning Assistance	Municipalities	457,482	0	457,482	0	457,482	0	0	Supports individual town planning efforts.
	RPC Block Grants	Various entities	2,924,417	0	2,924,417	0	2,924,417	0	0	Supports individual town planning efforts.
	VHCB Disaster Recovery Buvouts	Various entities	400,000	0	400,000	0	400,000	0	0	Supports disaster recovery buvouts not covered by FEMA.
	Parcel Mapping Program	Regional Plan Commissions	23,001	0	23,001	0	0	0	23,001	Supports Statewide Parcel mapping Program.
	ANR -Electric Car Program	Municipalities	30,000	0	30,000	0	0	0	30,000	Supports electric car charging stations throughout VT.
	VW Mitigation Funds	Municipalities	0	348,000	348,000	0	0	0	348,000	Supports electric vehicle supply equipment program via ANR
	Better Connections	Municipalities	100,000	100,000	200,000	0	200,000	0	0	Supports stormwater management strategies
	DT Transportation & Cap Imp Fund	Municipalities	335,151	(21,806)	313,345	0	313,345	0	0	Funds transportation & capital improvements in VT Downtowns.
	Community Develop. Block Grant	Municipalities	6,326,320	359,755	6,686,075	0	0	6,686,075	0	Planning, housing and economic dev projects -Consolidated Plan.
<b>TOTAL Grants FY20</b>			<b>11,167,128</b>	<b>605,922</b>	<b>11,773,050</b>	<b>72,000</b>	<b>4,299,244</b>	<b>7,000,805</b>	<b>401,001</b>	

## DEPARTMENT - Economic Development

Appropriation Name	Grant Title	Grantee	FY 19 As Passed	Incr(Decr)	FY 20 Request	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Economic Development	VT Employee Ownership Center	VEOC	69,660	0	69,660	69,660	0	0	0	Pass-thru to support program.
	Small Business Dev Ctr - Bus Support	SBDC	357,400	0	357,400	357,400	0	0	0	Support for small business development efforts.
	RDC Block Grants	Various entities	1,266,104	0	1,266,104	1,266,104	0	0	0	Pass-thru to support economic development state-wide.
	EPA Brownfields Assess & Cleanup	Various entities	492,000	500,000	992,000	0	0	992,000	0	Used to mitigate Brownfield costs to VT businesses.
	Int'l Trade STEP	Various entities	132,000	(37,256)	94,744	0	0	94,744	0	Technical assistance to increase exportation of VT products.
	Windham County Development Fund	Various entities	2,000,000	(1,000,000)	1,000,000	0	1,000,000	0	0	Windham Region Economic Response to VY Closing.
	SeVEDS	Brattleboro Dev Credit Corp	25,000	(25,000)	0	0	0	0	0	Support long range econ devel planning for Windham County.
	Newport Economic Development	Various entities	0	20,000	20,000	0	20,000	0	0	EB-5 Settlement for Newport Economic Development
	Job Development Zones	Municipalities	4,830	(1,380)	3,450	3,450	0	0	0	Pays bond interest on notes.
	VT Training Program	Various entities	1,207,741	0	1,207,741	1,207,741	0	0	0	Pays for training for VT employees.
<b>TOTAL Grants FY20</b>			<b>5,554,735</b>	<b>(543,636)</b>	<b>5,011,099</b>	<b>2,904,355</b>	<b>1,020,000</b>	<b>1,086,744</b>	<b>0</b>	

## DEPARTMENT - Tourism and Marketing

Appropriation Name	Grant Title	Grantee	FY 19 As Passed	Incr(Decr)	FY 20 Request	GF \$	SF \$	Fed \$	Interdept \$	Purpose/Service Provided/Other Funds Explanation
Tourism & Marketing	VT Mountain Bike Assoc	VT Mountain Bike Assoc	26,880	0	26,880	26,880	0	0	0	Program support.
	VT Convention & Visitor's Bureau	Lake Champlain Chamber	95,000	0	95,000	95,000	0	0	0	Pass-thru to support program.
<b>TOTAL Grants FY20</b>			<b>121,880</b>	<b>0</b>	<b>121,880</b>	<b>121,880</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Agency Grants Request FY20</b>			<b>17,196,370</b>	<b>1,572,286</b>	<b>18,768,656</b>	<b>4,960,862</b>	<b>5,319,244</b>	<b>8,087,549</b>	<b>401,001</b>	

## 07 - Commerce and Community Development

### FY2020 Governor's Recommended Budget Position Summary Report

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
670001	447800 - Procurement Tech Serv Coord	1	1	63,398	30690	4,850	98,938
670004	540000 - Community Development Spec III	1	1	65,878	37458	5,039	108,375
670007	060000 - Grants Management Analyst	1	1	67,627	37820	5,174	110,621
670010	485600 - Procur Tech Asst Counselor II	1	1	56,707	20963	4,338	82,008
670013	089150 - Financial Director III	1	1	117,589	42178	8,995	168,762
670015	089080 - Financial Manager I	1	1	63,390	36943	4,849	105,182
670020	049601 - Grants Management Specialist	1	1	69,694	31996	5,330	107,020
670022	540000 - Community Development Spec III	1	1	55,927	29143	4,278	89,348
670023	089060 - Financial Administrator II	1	1	64,043	34073	4,900	103,016
670024	140300 - State Archeologist	1	1	69,567	38221	5,321	113,109
670025	550200 - Contracts & Grants Administrat	1	1	71,949	32460	5,504	109,913

<b>Position Number</b>	<b>Classification</b>	<b>FTE</b>	<b>Count</b>	<b>Gross Salary</b>	<b>Benefits Total</b>	<b>Statutory Total</b>	<b>Total</b>
670027	461000 - Marketing Manager	1	1	59,701	21583	4,567	85,851
670034	063000 - Historic Sites Section Chief	1	1	65,414	31107	5,004	101,525
670035	089230 - Administrative Svcs Cord II	1	1	49,793	34128	3,809	87,730
670036	540100 - Community Development Spec II	1	1	50,846	11411	3,889	66,146
670037	071700 - Downtown Program Coord	1	1	67,627	37820	5,174	110,621
670040	547900 - Community Plan & Project Mgr	1	1	67,627	37820	5,174	110,621
670044	478501 - Senior Travel Marketing Spec	1	1	61,704	21997	4,721	88,422
670045	089140 - Financial Director II	1	1	95,496	37555	7,306	140,357
670048	089060 - Financial Administrator II	1	1	75,849	33267	5,803	114,919
670050	456700 - Director of Grants Management	1	1	92,060	20153	7,043	119,256
670051	072000 - Senior Hist Pres Review Coord	1	1	69,567	37928	5,321	112,816
670052	314900 - Benn Monum Hist Site Adm	1	1	71,738	32416	5,488	109,642
670055	485600 - Procur Tech Asst Counselor II	1	1	54,937	35193	4,203	94,333
670061	478500 - Travel Marketing Spec III	1	1	52,850	28506	4,043	85,399
670064	071600 - Travel Marketing Specialist II	1	1	54,473	20501	4,167	79,141

<b>Position Number</b>	<b>Classification</b>	<b>FTE</b>	<b>Count</b>	<b>Gross Salary</b>	<b>Benefits Total</b>	<b>Statutory Total</b>	<b>Total</b>
670067	089220 - Administrative Svcs Cord I	1	1	47,073	18970	3,601	69,644
670068	473300 - Historic Resources Specialist	1	1	56,265	20871	4,304	81,440
670074	464500 - Procurement Tech Assist Ctr Dir	1	1	71,675	38658	5,483	115,816
670075	089220 - Administrative Svcs Cord I	1	1	63,896	22452	4,888	91,236
670082	049100 - Housing Program Coordinator	1	1	73,952	39129	5,658	118,739
670083	076200 - State Architectural Historian	1	1	67,627	37821	5,173	110,621
670087	072400 - Historic Sites Regional Admin	1	1	76,081	26600	5,820	108,501
670088	072400 - Historic Sites Regional Admin	1	1	78,315	27062	5,992	111,369
670091	140700 - Survey Archeologist	1	1	71,738	38368	5,488	115,594
670093	469100 - Economic Development Spec II	1	1	50,847	11411	3,890	66,148
670095	076300 - Commnty Affairs Planning Coord	0.8	1	62,652	30271	4,792	97,715
670096	089240 - Administrative Svcs Cord III	1	1	67,796	31600	5,186	104,582
670097	050200 - Administrative Assistant B	1	1	58,752	29728	4,495	92,975
670099	072100 - Tax Credit & Historic Grants	1	1	65,413	22766	5,003	93,182
670113	073600 - Economic Development Director	1	1	74,268	24598	5,682	104,548

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
670117	089070 - Financial Administrator III	1	1	61,704	36593	4,721	103,018
670123	478501 - Senior Travel Marketing Spec	1	1	61,704	36593	4,721	103,018
670127	089120 - Financial Manager III	1	1	67,185	31629	5,139	103,953
670128	073600 - Economic Development Director	1	1	69,967	23708	5,353	99,028
670142	472200 - Dir of Comm Plan & Revital	1	1	79,095	40376	6,051	125,522
670146	548200 - Community Plan & Policy Mgr	1	1	57,192	21064	4,375	82,631
670153	540300 - Senior Economic Development Sp	1	1	63,685	37004	4,871	105,560
670154	074200 - Workforce Train Prog Dir	1	1	65,414	14426	5,004	84,844
670156	060000 - Grants Management Analyst	1	1	57,192	20823	4,375	82,390
670158	485600 - Procur Tech Asst Counselor II	1	1	60,481	13406	4,626	78,513
670162	496600 - Grant Programs Manager	1	1	61,303	36252	4,690	102,245
670164	473300 - Historic Resources Specialist	1	1	58,078	29588	4,442	92,108
670165	469101 - Economic Research Analyst	1	1	76,734	39706	5,871	122,311
670167	485600 - Procur Tech Asst Counselor II	1	1	65,835	22853	5,036	93,724
670168	089240 - Administrative Svcs Cord III	1	1	58,078	29343	4,443	91,864

<b>Position Number</b>	<b>Classification</b>	<b>FTE</b>	<b>Count</b>	<b>Gross Salary</b>	<b>Benefits Total</b>	<b>Statutory Total</b>	<b>Total</b>
670170	045000 - Housing Policy Specialist	1	1	61,704	21737	4,721	88,162
670172	131400 - Environmental Officer	1	1	57,762	20938	4,419	83,119
670177	049601 - Grants Management Specialist	1	1	69,693	31993	5,332	107,018
670178	073600 - Economic Development Director	1	1	72,244	32521	5,527	110,292
677001	90100A - Agency Secretary	1	1	140,358	40595	10,275	191,228
677002	90120A - Commissioner	1	1	116,459	31484	8,909	156,852
677003	90120A - Commissioner	1	1	113,298	47536	8,667	169,501
677005	90120A - Commissioner	1	1	102,232	38964	7,820	149,016
677006	90570D - Deputy Commissioner	1	1	87,589	42154	6,700	136,443
677007	96500D - Deputy Secretary	1	1	121,202	38306	9,272	168,780
677011	95250E - Executive Assistant	1	1	70,949	32299	5,428	108,676
677012	95871E - General Counsel II	1	1	100,298	35808	7,672	143,778
677013	90570D - Deputy Commissioner	1	1	87,589	42154	6,701	136,444
677014	94980E - Economic Progress Council Dir	1	1	81,099	10577	6,204	97,880
677015	95230E - Historic Preservation Officer	1	1	85,384	26737	6,532	118,653

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
677017	95870E - General Counsel I	1	1	87,111	41686	6,664	135,461
677019	90571D - Deputy Commissioner	1	1	87,589	38779	6,701	133,069
677022	95360E - Principal Assistant	1	1	67,496	23352	5,164	96,012
677025	91590E - Private Secretary	1	1	50,003	29796	3,825	83,624
677026	96170E - Chief Marketing Officer	1	1	82,098	40658	6,280	129,036
677028	95010E - Executive Director	1	1	116,002	48102	8,874	172,978
677029	95250E - Executive Assistant	1	1	72,301	32699	5,531	110,531
677032	95010E - Executive Director	1	1	99,424	44632	7,606	151,662
<b>Total</b>		<b>78.8</b>	<b>79</b>	<b>5,735,332</b>	<b>2,460,506</b>	<b>438,287</b>	<b>8,634,125</b>

Fund Code	Fund Name	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
10000	General Fund	62.53	75	4,607,838	1,962,557	352,037	6,922,432
21085	Captive Insurance Reg & Suprv	1	1	74,268	24,598	5,682	104,548
21575	Downtown Trans & Capital Impro	1	1	67,627	37,820	5,174	110,621
21819	ACCD-Mobile Home Park Laws	0.62		45,850	24,259	3,508	73,617
21820	ACCD-Miscellaneous Receipts	0.01		578	209	44	831
22005	Federal Revenue Fund	13.64	2	939,171	411,063	71,842	1,422,076
<b>Total</b>		<b>78.8</b>	<b>79</b>	<b>5,735,332</b>	<b>2,460,506</b>	<b>438,287</b>	<b>8,634,125</b>

Note: Numbers may not sum to total due to rounding.

AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT												
SPA MATRIX												
Agency	Dept.	Program	Primary Service Domain	Secondary Service Domain	Primary Strategic Link	Secondary Strategic Link	FY20 Budget Total	General Fund	Special Fund	Federal Fund	Interdept Fund	Enterprise Fund
Commerce and Community Development	ACCD - ADMIN	Administration (ACCD)	Marketing	Economic Development	Economy		\$3,452,904	\$3,452,904	\$0	\$0	\$0	\$0
Commerce and Community Development	ACCD - ADMIN	Chief Marketing Officer	Marketing	Economic Development	Economy		\$254,886	\$234,886	\$0	\$0	\$20,000	\$0
Commerce and Community Development	ACCD - ADMIN	Worker Relocation and Recruitment	Marketing	Economic Development	Economy		\$2,000,000	\$2,000,000	\$0	\$0	\$0	\$0
Commerce and Community Development	ACCD - DED	Administration (DED)	Economic Development	Community Development	Economy		\$380,339	\$380,339	\$0	\$0	\$0	\$0
Commerce and Community Development	ACCD - DED	Business Support	Economic Development	Community Development	Economy		\$8,185,657	\$3,788,137	\$1,100,000	\$3,252,520	\$45,000	\$0
Commerce and Community Development	ACCD - DED	Financial Services - Captive Insurance	Economic Development	Community Development	Economy		\$530,350	\$0	\$530,350	\$0	\$0	\$0
Commerce and Community Development	ACCD - DED	Vermont Economic Progress Council	Economic Development	Community Development	Economy		\$268,087	\$253,087	\$15,000	\$0	\$0	\$0
Commerce and Community Development	ACCD - DED	Vermont Procurement Technical Assistance Center	Economic Development	Community Development	Economy		\$776,677	\$320,831	\$0	\$455,846	\$0	\$0
Commerce and Community Development	ACCD - DHCD	Administration (DHCD)	Community Development		Other		\$581,387	\$560,969	\$0	\$20,418	\$0	\$0
Commerce and Community Development	ACCD - DHCD	Community Planning & Revitalization	Community Development	Community Development	Economy		\$4,979,213	\$500,347	\$4,025,865	\$0	\$453,001	\$0



AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT												
SPA MATRIX												
Agency	Dept.	Program	Primary Service Domain	Secondary Service Domain	Primary Strategic Link	Secondary Strategic Link	FY20 Budget Total	General Fund	Special Fund	Federal Fund	Interdept Fund	Enterprise Fund
Commerce and Community Development	ACCD - DHCD	Historic Preservation	Historic Preservation Services	Community Development	Economy		\$2,254,257	\$986,676	\$679,037	\$588,544	\$0	\$0
Commerce and Community Development	ACCD - DHCD	Housing/Mobile Home Park	Housing Services		Vulnerable		\$557,003	\$195,581	\$79,500	\$281,922	\$0	\$0
Commerce and Community Development	ACCD - DHCD	Vermont Community Development Program	Community Development	Economic Development	Affordability		\$7,904,031	\$510,340	\$400,831	\$6,992,860	\$0	\$0
Commerce and Community Development	ACCD - VDTM	Administration (VDTM)	Marketing	Economic Development	Economy		\$297,901	\$297,901	\$0	\$0	\$0	\$0
Commerce and Community Development	ACCD - VDTM	Communications & Outreach	Marketing	Economic Development	Economy		\$272,938	\$268,351	\$0	\$0	\$4,587	\$0
Commerce and Community Development	ACCD - VDTM	Research & Analysis	Marketing	Economic Development	Economy		\$96,000	\$96,000	\$0	\$0	\$0	\$0
Commerce and Community Development	ACCD - VDTM	Sales & Marketing	Marketing	Economic Development	Economy		\$2,420,866	\$2,420,866	\$0	\$0	\$0	\$0
							<b>\$35,212,496</b>	<b>\$16,267,215</b>	<b>\$6,830,583</b>	<b>\$11,592,110</b>	<b>\$522,588</b>	<b>\$0</b>

## Fiscal Year 2020 Budget Changes by Dept. - Administration By Fund

	General \$\$	Interdept'l Transfer \$\$	Total \$\$
<b>Approp #1, Administration FY 2019 Approp</b>	3,524,379	20,000	3,544,379
	-	-	-
<b>Approp #1, FY 2019 Approp Amended</b>	3,524,379	20,000	3,544,379
<b><u>Personal Services</u></b>			
Salary/Benefit - base increase	86,502	-	86,502
Salary/Benefit - re-classification increase covered with operating reductions	13,372		13,372
Workers Compensation - base increase	2,147	-	2,147
Financial Administrator III moved from DHCD to Administration - Salary/Benefits (Agency net neutral)	93,860	-	93,860
Worker Relocation and Recruitment -Contractual Media Services	167,000		167,000
<b>Total Personal Services Change</b>	<b>362,881</b>	<b>-</b>	<b>362,881</b>
<b><u>Operating</u></b>			
Insurances, VISION, ADS Alloc Fee - operating associated with position move (Agency net neutral)	3,124	-	3,124
Internal Service Fees - base increase (Insurances, VISION, ADS Allocated Fee, HR Services)	14,730	-	14,730
National Life Rent - base increase	28,048	-	28,048
Miscellaneous operating decrease to cover salary/benefit re-classification	(13,372)		(13,372)
Worker Relocation and Recruitment promotion	333,000		333,000
Base reduction in ADS projections of Agency IT costs transfered to Economic Development to assist with operating pressures (Agency net neutral)	(75,000)	-	(75,000)
<b>Total Operating Change</b>	<b>290,530</b>	<b>-</b>	<b>290,530</b>
<b><u>Grants</u></b>			
UVM Data Center decrease	(46,000)	-	(46,000)
VT Council on Rural Development increase	46,000	-	46,000
Worker Relocation and Recruitment	1,500,000		1,500,000
USS Vermont -commissioning ceremony	10,000		10,000
<b>Total Grants Change</b>	<b>1,510,000</b>	<b>-</b>	<b>1,510,000</b>
<b>Total Additions/(Reductions) FY 2020 to reach Gov Rec</b>	<b>2,163,411</b>	<b>-</b>	<b>2,163,411</b>
<b>Approp #1 ACCD Administration FY 2020 Governor Recommend</b>	<b>5,687,790</b>	<b>20,000</b>	<b>5,707,790</b>
Position #670117 move from DHCD to Admin \$96,984 Agency Net Neutral			

**State of Vermont**  
**FY2020 Governor's Recommended Budget: Rollup Report**

**Organization: 710000000 - Agency of Commerce and Community Development - Admin.**

**Budget Object Group: 1. PERSONAL SERVICES**

<b>Budget Object Rollup Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
Salaries and Wages	2,145,015	1,108,402	1,208,402	1,317,416	209,014	18.9%
Fringe Benefits	1,000,852	584,794	584,794	674,600	89,806	15.4%
Contracted and 3rd Party Service	68,540	21,759	21,759	188,759	167,000	767.5%
PerDiem and Other Personal Services	0	2,958	2,958	19	(2,939)	-99.4%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>3,214,407</b>	<b>1,717,913</b>	<b>1,817,913</b>	<b>2,180,794</b>	<b>462,881</b>	<b>26.9%</b>

**Budget Object Group: 2. OPERATING**

<b>Budget Object Rollup Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
Equipment	24,172	9,925	9,925	11,400	1,475	14.9%
IT/Telecom Services and Equipment	209,951	798,167	798,167	728,750	(69,417)	-8.7%
Travel	19,119	21,934	21,934	18,534	(3,400)	-15.5%
Supplies	7,488	8,046	8,046	8,636	590	7.3%
Other Purchased Services	509,447	220,356	120,356	469,851	249,495	113.2%
Other Operating Expenses	2,465	2,540	2,540	2,540	0	0.0%
Rental Other	1,839	1,039	1,039	4,739	3,700	356.1%
Rental Property	380,136	379,022	379,022	407,070	28,048	7.4%
Property and Maintenance	3,399	3,370	3,370	3,370	0	0.0%
Repair and Maintenance Services	41,356	29,440	29,440	9,479	(19,961)	-67.8%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>1,199,374</b>	<b>1,473,839</b>	<b>1,373,839</b>	<b>1,664,369</b>	<b>190,530</b>	<b>12.9%</b>

**Budget Object Group: 3. GRANTS**

<b>Budget Object Rollup Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
Grants Rollup	827,704	352,627	892,627	1,862,627	1,510,000	428.2%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>827,704</b>	<b>352,627</b>	<b>892,627</b>	<b>1,862,627</b>	<b>1,510,000</b>	<b>428.2%</b>
<b>Total Expenses</b>	<b>5,241,485</b>	<b>3,544,379</b>	<b>4,084,379</b>	<b>5,707,790</b>	<b>2,163,411</b>	<b>61.0%</b>

<b>Fund Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
General Funds	3,815,693	3,524,379	4,064,379	5,687,790	2,163,411	61.4%
Special Fund	1,022,724	0	0	0	0	0.0%
Federal Funds	0	0	0	0	0	0.0%
IDT Funds	403,069	20,000	20,000	20,000	0	0.0%
<b>Funds Total</b>	<b>5,241,485</b>	<b>3,544,379</b>	<b>4,084,379</b>	<b>5,707,790</b>	<b>2,163,411</b>	<b>61.0%</b>

Position Count				16	
FTE Total				16	

**State of Vermont**  
**FY2020 Governor's Recommended Budget: Detail Report**

Organization: 07100 - ACCD Administration

**Budget Object Group: 1. PERSONAL SERVICES**

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Salaries and Wages</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
Classified Employees	500000	2,144,558	578,946	578,946	673,153	94,207	16.3%
Exempt	500010	0	647,504	647,504	664,332	16,828	2.6%
Overtime	500060	457	0	0	0	0	0.0%
Vacancy Turnover Savings	508000	0	(118,048)	(18,048)	(20,069)	97,979	-83.0%
<b>Total: Salaries and Wages</b>		<b>2,145,015</b>	<b>1,108,402</b>	<b>1,208,402</b>	<b>1,317,416</b>	<b>209,014</b>	<b>18.9%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Fringe Benefits</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
FICA - Classified Employees	501000	154,852	44,289	44,289	51,498	7,209	16.3%
FICA - Exempt	501010	0	48,977	48,977	50,358	1,381	2.8%
Health Ins - Classified Empl	501500	470,266	127,848	127,848	157,548	29,700	23.2%
Health Ins - Exempt	501510	0	156,221	156,221	160,552	4,331	2.8%
Retirement - Classified Empl	502000	336,951	101,142	101,142	136,515	35,373	35.0%
Retirement - Exempt	502010	0	83,755	83,755	91,369	7,614	9.1%
Dental - Classified Employees	502500	22,388	6,496	6,496	7,677	1,181	18.2%
Dental - Exempt	502510	0	5,684	5,684	5,971	287	5.0%
Life Ins - Classified Empl	503000	8,109	2,443	2,443	2,841	398	16.3%
Life Ins - Exempt	503010	0	2,405	2,405	2,456	51	2.1%
LTD - Classified Employees	503500	1,584	598	598	645	47	7.9%
LTD - Exempt	503510	0	1,488	1,488	1,529	41	2.8%

<b>Fringe Benefits (cont)</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
EAP - Classified Empl	504000	791	240	240	279	39	16.3%
EAP - Exempt	504010	0	210	210	217	7	3.3%
Workers Comp - Ins Premium	505200	5,274	2,998	2,998	5,145	2,147	71.6%
Unemployment Compensation	505500	458	0	0	0	0	0.0%
Catamount Health Assessment	505700	180	0	0	0	0	0.0%
<b>Total: Fringe Benefits</b>		<b>1,000,852</b>	<b>584,794</b>	<b>584,794</b>	<b>674,600</b>	<b>89,806</b>	<b>15.4%</b>

<b>Contracted and 3rd Party Service</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Creative/Development	507561	0	7,350	7,350	7,350	0	0.0%
Advertising/Marketing-Other	507563	470	10,109	10,109	177,109	167,000	1,652.0%
Media-Planning/Buying	507564	0	4,300	4,300	4,300	0	0.0%
IT Contracts - Application Development	507565	9,950	0	0	0	0	0.0%
Other Contr and 3Rd Pty Serv	507600	58,120	0	0	0	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>68,540</b>	<b>21,759</b>	<b>21,759</b>	<b>188,759</b>	<b>167,000</b>	<b>767.5%</b>

<b>PerDiem and Other Personal Services</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Other Pers Serv	506200	0	2,958	2,958	19	(2,939)	-99.4%
<b>Total: PerDiem and Other Personal Services</b>		<b>0</b>	<b>2,958</b>	<b>2,958</b>	<b>19</b>	<b>(2,939)</b>	<b>-99.4%</b>

<b>Total: 1. PERSONAL SERVICES</b>		<b>3,214,407</b>	<b>1,717,913</b>	<b>1,817,913</b>	<b>2,180,794</b>	<b>462,881</b>	<b>26.9%</b>
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**Budget Object Group: 2. OPERATING**

<b>Equipment</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Hardware - Desktop & Laptop Pc	522216	16,380	7,750	7,750	7,750	0	0.0%
Software - Application Support	522284	0	850	850	850	0	0.0%
Software - Desktop	522286	3,994	825	825	1,800	975	118.2%
Furniture & Fixtures	522700	3,798	500	500	1,000	500	100.0%
<b>Total: Equipment</b>		<b>24,172</b>	<b>9,925</b>	<b>9,925</b>	<b>11,400</b>	<b>1,475</b>	<b>14.9%</b>

<b>IT/Telecom Services and Equipment</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Telecom-Conf Calling Services	516658	597	588	588	600	12	2.0%
Telecom-Wireless Phone Service	516659	12,104	4,670	4,670	4,970	300	6.4%
ADS Enterp App Supp SOV Emp Exp	516660	58,454	17,487	17,487	17,527	40	0.2%
ADS App Support SOV Emp Exp	516661	0	650,511	650,511	575,511	(75,000)	-11.5%
It Intsvccost-Vision/Isdassess	516671	100,055	100,370	100,370	98,466	(1,904)	-1.9%
ADS Centrex Exp.	516672	217	3,455	3,455	3,455	0	0.0%
ADS Allocation Exp.	516685	28,880	13,100	13,100	19,935	6,835	52.2%
Software as a Service	519085	6,392	6,186	6,186	6,486	300	4.8%
Hw-Personal Mobile Devices	522258	3,252	1,800	1,800	1,800	0	0.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>209,951</b>	<b>798,167</b>	<b>798,167</b>	<b>728,750</b>	<b>(69,417)</b>	<b>-8.7%</b>

<b>Other Operating Expenses</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Single Audit Allocation	523620	2,064	2,400	2,400	2,400	0	0.0%
Registration & Identification	523640	336	140	140	140	0	0.0%
Bank Service Charges	524000	65	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>2,465</b>	<b>2,540</b>	<b>2,540</b>	<b>2,540</b>	<b>0</b>	<b>0.0%</b>

<b>Other Purchased Services</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Insurance Other Than Empl Bene	516000	20,284	14,250	14,250	16,965	2,715	19.1%
Insurance - General Liability	516010	4,140	3,021	3,021	8,028	5,007	165.7%
Dues	516500	2,795	0	0	0	0	0.0%
Telecom-Mobile Wireless Data	516623	998	1,480	1,480	1,021	(459)	-31.0%
Advertising-Print	516813	0	2,290	2,290	2,620	330	14.4%
Advertising-Web	516814	0	0	0	167,000	167,000	0.0%
Advertising-Other	516815	0	0	0	166,000	166,000	0.0%
Advertising - Job Vacancies	516820	0	1,270	1,270	1,270	0	0.0%
Client Meetings	516855	0	150	150	150	0	0.0%
Trade Shows & Events	516870	1,540	2,500	2,500	2,500	0	0.0%
Giveaways	516871	0	0	0	100	100	0.0%
Sponsorships	516872	6,000	2,000	2,000	8,000	6,000	300.0%
Photography	516875	41	500	500	100	(400)	-80.0%
Printing and Binding	517000	92	850	850	743	(107)	-12.6%
Printing & Binding-Bgs Copy Ct	517005	31	260	260	260	0	0.0%
Printing-Promotional	517010	0	1,570	1,570	1,570	0	0.0%
Photocopying	517020	212	0	0	0	0	0.0%
Registration For Meetings&Conf	517100	4,853	4,160	4,160	5,254	1,094	26.3%
Training - Info Tech	517110	5,023	0	0	650	650	0.0%
Postage	517200	0	10	10	10	0	0.0%
Postage - Bgs Postal Svcs Only	517205	185	300	300	200	(100)	-33.3%



			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Other Purchased Services (cont)</b>		<b>FY2018 Actuals</b>					
Freight & Express Mail	517300	162	0	0	100	100	0.0%
Instate Conf, Meetings, Etc	517400	200	350	350	200	(150)	-42.9%
Other Purchased Services	519000	411,591	136,202	36,202	36,202	(100,000)	-73.4%
Human Resources Services	519006	50,933	48,442	48,442	49,907	1,465	3.0%
Brochure Distribution	519030	0	751	751	751	0	0.0%
Moving State Agencies	519040	366	0	0	250	250	0.0%
<b>Total: Other Purchased Services</b>		<b>509,447</b>	<b>220,356</b>	<b>120,356</b>	<b>469,851</b>	<b>249,495</b>	<b>113.2%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Property and Maintenance</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
Repair & Maint - Office Tech	513010	3,399	3,370	3,370	3,370	0	0.0%
<b>Total: Property and Maintenance</b>		<b>3,399</b>	<b>3,370</b>	<b>3,370</b>	<b>3,370</b>	<b>0</b>	<b>0.0%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Rental Other</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
Rental - Auto	514550	0	0	0	3,700	3,700	0.0%
Rental - Other	515000	1,839	1,039	1,039	1,039	0	0.0%
<b>Total: Rental Other</b>		<b>1,839</b>	<b>1,039</b>	<b>1,039</b>	<b>4,739</b>	<b>3,700</b>	<b>356.1%</b>

<b>Rental Property</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Rent Land & Bldgs-Office Space	514000	372,136	373,848	373,848	389,677	15,829	4.2%
Rent Land&Bldgs-Non-Office	514010	8,000	5,174	5,174	17,393	12,219	236.2%
<b>Total: Rental Property</b>		<b>380,136</b>	<b>379,022</b>	<b>379,022</b>	<b>407,070</b>	<b>28,048</b>	<b>7.4%</b>

<b>Supplies</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Office Supplies	520000	3,559	4,000	4,000	4,000	0	0.0%
Gasoline	520110	808	600	600	904	304	50.7%
Other General Supplies	520500	885	1,300	1,300	1,119	(181)	-13.9%
It & Data Processing Supplies	520510	1,129	650	650	1,251	601	92.5%
Books&Periodicals-Library/Educ	521500	309	131	131	309	178	135.9%
Subscriptions	521510	0	255	255	0	(255)	-100.0%
Subscriptions Other Info Serv	521515	799	1,110	1,110	1,053	(57)	-5.1%
<b>Total: Supplies</b>		<b>7,488</b>	<b>8,046</b>	<b>8,046</b>	<b>8,636</b>	<b>590</b>	<b>7.3%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Travel</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
Travel-Inst-Auto Mileage-Emp	518000	1,564	3,250	3,250	1,800	(1,450)	-44.6%
Travel-Inst-Other Transp-Emp	518010	3,884	4,000	4,000	4,000	0	0.0%
Travel-Inst-Meals-Emp	518020	2,073	1,200	1,200	1,420	220	18.3%
Travel-Inst-Lodging-Emp	518030	1,568	604	604	1,734	1,130	187.1%
Travel-Inst-Incidentals-Emp	518040	212	100	100	250	150	150.0%
Travel-Inst-Auto Mileage-Nonemp	518300	262	261	261	262	1	0.4%
Travel-Inst-Meals-Nonemp	518320	3,776	255	255	160	(95)	-37.3%
Travel-Inst-Incidentals-Nonemp	518340	11	0	0	15	15	0.0%
Travel-Outst-Auto Mileage-Emp	518500	(15)	255	255	275	20	7.8%
Travel-Outst-Other Trans-Emp	518510	2,809	4,633	4,633	4,200	(433)	-9.3%
Travel-Outst-Meals-Emp	518520	503	526	526	528	2	0.4%
Travel-Outst-Lodging-Emp	518530	2,256	4,700	4,700	3,650	(1,050)	-22.3%
Travel-Outst-Incidentals-Emp	518540	218	200	200	240	40	20.0%
Conference Outstate - Emp	518550	0	1,950	1,950	0	(1,950)	-100.0%
<b>Total: Travel</b>		<b>19,119</b>	<b>21,934</b>	<b>21,934</b>	<b>18,534</b>	<b>(3,400)</b>	<b>-15.5%</b>

			FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Repair and Maintenance Services</b>		<b>FY2018 Actuals</b>					
<b>Description</b>	<b>Code</b>						
Software-Rep&Maint-ApplicaSupp	513050	500	0	0	0	0	0.0%
Software-Repair&Maint-Servers	513056	40,856	28,427	28,427	8,466	(19,961)	-70.2%
Software-Repair&Maint-Desktop	513058	0	1,013	1,013	1,013	0	0.0%
<b>Total: Repair and Maintenance Services</b>		<b>41,356</b>	<b>29,440</b>	<b>29,440</b>	<b>9,479</b>	<b>(19,961)</b>	<b>-67.8%</b>
<b>Total: 2. OPERATING</b>		<b>1,199,374</b>	<b>1,473,839</b>	<b>1,373,839</b>	<b>1,664,369</b>	<b>190,530</b>	<b>12.9%</b>

**Budget Object Group: 3. GRANTS**

<b>Grants Rollup</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Grants	550220	0	0	0	1,510,000	1,510,000	0.0%
Other Grants	550500	827,704	352,627	892,627	352,627	0	0.0%
<b>Total: Grants Rollup</b>		<b>827,704</b>	<b>352,627</b>	<b>892,627</b>	<b>1,862,627</b>	<b>1,510,000</b>	<b>428.2%</b>
<b>Total: 3. GRANTS</b>		<b>827,704</b>	<b>352,627</b>	<b>892,627</b>	<b>1,862,627</b>	<b>1,510,000</b>	<b>428.2%</b>
<b>Total Expenses:</b>		<b>5,241,485</b>	<b>3,544,379</b>	<b>4,084,379</b>	<b>5,707,790</b>	<b>2,163,411</b>	<b>61.0%</b>

<b>Fund Name</b>		<b>Fund Code</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
General Fund	10000	3,815,693	3,524,379	4,064,379	5,687,790	2,163,411	61.4%	
VT Center for Geographic Info	21328	8,551	0	0	0	0	0.0%	
Municipal & Regional Planning	21330	393,571	0	0	0	0	0.0%	
Inter-Unit Transfers Fund	21500	403,069	20,000	20,000	20,000	0	0.0%	
Windham County Development Fund	21898	328,798	0	0	0	0	0.0%	
Clean Water Fund	21932	291,804	0	0	0	0	0.0%	
<b>Funds Total:</b>		<b>5,241,485</b>	<b>3,544,379</b>	<b>4,084,379</b>	<b>5,707,790</b>	<b>2,163,411</b>	<b>61.0%</b>	
Position Count						16		
FTE Total						16		

**State of Vermont  
 FY2020 Governor's Recommended Budget  
 Grants Out Inventory Report**

**Department 710000000 - Agency of Commerce and Community Development - Admin.**

<b>Budget Request Code</b>	<b>Fund</b>	<b>Justification</b>	<b>Est Amount</b>
8646	10000	UVM Data Center for Rural Studies	\$50,000
8646	10000	VT Council on Rural Development	\$89,320
8646	10000	VT Sustainable Jobs Fund	\$213,307
8646	10000	Worker Relocation and Recruitment	\$1,500,000
8646	10000	USS Vermont	\$10,000
		<b>Total</b>	<b>\$1,862,627</b>

**State of Vermont  
 FY2020 Governor's Recommended Budget  
 Interdepartmental Transfers Receipts Report**

**Department 7100000000 - Agency of Commerce and Community Development - Admin.**

Budget Request Code	Fund	Justification	Est Amount
8647	21500	Various State Entities for the Chief Marketing Office billings	\$20,000
		<b>Total</b>	<b>\$20,000</b>

<b>ACCD - ADMINISTRATION</b>				
<b>FY 20 CONTRACT DETAIL</b>				
<b>Name/Type</b>	<b>Account Code</b>	<b>FY 2020 Contracts</b>	<b>General Fund</b>	<b>Interdept Transfer</b>
COOP Advertising Contracts	507561	\$7,350	\$0	\$7,350
COOP Advertising Contracts	507563	\$10,109	\$6,000	\$4,109
HMC Advertising	507564	\$4,300	\$0	\$4,300
<b>Total ACCD - Administration</b>		<b>\$21,759</b>	<b>\$6,000</b>	<b>\$15,759</b>
<b>Account Code</b>				
Creative Development	507561	\$7,350	\$0	\$7,350
Advertising/Marketing -Other	507563	\$10,109	\$6,000	\$4,109
Media-Plan/Buying	507564	\$4,300	\$0	\$4,300
		<b>\$21,759</b>	<b>\$6,000</b>	<b>\$15,759</b>

**Agency of Commerce and Community Development -Administration  
 General Fund Carry-forward Balances - June 30, 2018**

Source: VT\_APPROP\_DEPTID\_SUM\_NW

Approp Summary Dept-Ldgr Cols											
Unit	Account	Dept	Descr	Fund	Year	Through Accounting Period	Budget Amt	Encumb Amt	Expended Amt	Available Amt	
07100	000100	7100000000	Administration	10000	2018	998	(\$3,926,790.53)	\$104,710.94	\$3,815,692.63	<u>(\$6,386.96)</u>	
							<b>General Fund Carry-forward Request</b>			<b><u>(\$6,386.96)</u></b>	

**7100000000 ACCD-Administration**

VOIP telephone billings FY17/FY18 uncharged at June 30, 2018 by ADS-Telecommunications **\$6,386.96**



**FISCAL YEAR 2020 BUDGET  
DEPARTMENT PROGRAM PROFILE**

<b>DEPARTMENT:</b>		<b>ACCD - ADMINISTRATION</b>					
	Name and brief narrative description of program (not to exceed 2 sentences for each)	General F \$\$	Special F \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions	Amounts granted out \$\$
<b>Administration</b>	Administration consists of the Office of the Agency Secretary, Administrative Services and Legal Counsel. Together they provide managerial direction, coordination, and support services to the agency.						
FY 2018 expenditures		3,339,290	328,798	174,418	3,842,506	19	827,704
FY 2019 estimated expenditures		3,302,822	0		3,302,822	13	352,627
FY 2020 budget request		3,452,904	0	0	3,452,904	14	352,627
<b>Chief Marketing Officer</b>	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.						
FY 2018 expenditures		215,301	0	205	215,506	2	0
FY 2019 estimated expenditures		221,557	0	20,000	241,557	2	0
FY 2020 budget request		234,886	0	20,000	254,886	2	0
<b>Worker Relocation and Recruitment</b>	Expansion of the Remote Worker Grant Program and Economic Development Marketing initiative to include additional relocation and recruitment resources, including targeted digital marketing, enhanced jobs board, new visitor conversion programs, and regional recruitment partnerships.						
FY 2018 expenditures		0	0	0	0	0	0
FY 2019 estimated expenditures		0	0	0	0	0	0
FY 2020 budget request		2,000,000	0	0	2,000,000	0	1,500,000
<b>VT Center for Geographic Information</b>	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. Program moved to ADS 07/01/18.						
FY 2018 expenditures		261,102	693,926	228,446	1,183,473	6	0
FY 2019 estimated expenditures		0	0	0	0	0	0
FY 2020 budget request		0	0	0	0	0	0
<b>Total Department</b>							
	<b>FY 2018 expenditures</b>	<b>3,815,693</b>	<b>1,022,724</b>	<b>403,069</b>	<b>5,241,485</b>	<b>27</b>	<b>827,704</b>
	<b>FY 2019 estimated expenditures</b>	<b>3,524,379</b>	<b>0</b>	<b>20,000</b>	<b>3,544,379</b>	<b>15</b>	<b>352,627</b>
	<b>FY 2020 budget request</b>	<b>5,687,790</b>	<b>0</b>	<b>20,000</b>	<b>5,707,790</b>	<b>16</b>	<b>1,852,627</b>

# Office of the Chief Marketing Officer

## 2018 ACCOMPLISHMENTS

**Published:**

January 30, 2019

**Prepared by:**

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Chief Marketing Officer

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802.477.2727

**From:**

Office of the

Chief Marketing Officer,

Agency of Commerce and

Community Development

The Office of the Chief Marketing Officer (CMO) is part of the Administration Division of ACCD, but functions as a resource for all state agencies and departments. The primary function of the CMO is to provide strategic marketing and communications expertise, tactical planning support and centralized creative services to enhance the efficiency and effectiveness of marketing and outreach efforts across state government.

### SERVICES OFFERED BY THE CMO TO STATE ENTITIES INCLUDE:

- Branding support (maintain brand standards and review usage)
- Marketing consulting (strategy, tactics, messaging, media planning)
- Creative services (graphic design for brochures, reports, outreach materials, tradeshow displays, etc.)
- Contract management
  - CMO approval required on all marketing contracts over \$25,000
  - Advise on development of marketing-related RFPs
  - Manage master marketing contracts, available to all state entities
    - Media Buying (1); Marketing and Creative Services (5); Photography (2)
  - Administer prequalified marketing vendor program
- Digital communications
  - Web content strategy consulting
  - Content management system template design and technical support
- Digital asset management (statewide image library)
- SOV Marketing Group (coordinate and collaborate with communications personnel from across agencies)

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### Examples of master contract usage and support in 2018:

AGRICULTURE: Domestic Export Event Marketing

CHILDREN & FAMILIES: Marketing Plan for STARS Parent Campaign

ENVIRONMENTAL CONSERVATION: Waste Reduction Campaigns

FORESTS: Design Services for AMP Manual

GOVERNOR'S HIGHWAY SAFETY PROGRAM: Marketing Services

HEALTH: Branding for Home Visitation Program

HEALTH: Lead Prevention Marketing Plan

TRANSPORTATION: Amtrak Marketing Video Production

TRANSPORTATION: Creative Assets for Winter Safety Campaign

## MAJOR INITIATIVES

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Active management and support of the economic development marketing efforts of the Agency of Commerce and Community Development continues to be a major priority for the CMO. Activities in 2018 to promote Vermont as a great place to live, work and do business included:

- **Content and Strategy Audit of ThinkVermont.com.** Having launched in late 2017, ThinkVermont.com now serves as the central platform to 'tell the Vermont story.' The CMO and the Think Vermont project team have been evaluating the user experience on the website to date, with plans now in place to improve navigation, update and expand content, and improve technical performance of the website in the first quarter of 2019. New enhancements will include a Find a Job feature that aggregates all the available job openings in the state currently posted online, a service that currently does not exist.
- **Digital Marketing Campaign.** The CMO developed a series of digital ads to drive traffic to ThinkVermont.com in 2018, as part of pilot project to test messaging and identify target audiences. Featuring a mix of lifestyle and career imagery, the ads sported headlines such as "Redefine Rush Hour," "More Farm-to-Table Less Bumper-to-Bumper," and "More Innovation Less Aggravation."
- **Launch of the 802+YOU newsletter.** As a result of national media attention after the launch of the Stay to Stay Weekend program and the Remote Worker Grant program, individual inquiries regarding relocation options began pouring into ACCD. To maintain a dialogue with these individuals and provide encouragement to make the leap to move to the state, a new email marketing brand was created, 802+YOU. In August of 2018, the first issue of the newsletter was sent to over 10,000 subscribers and achieved a very impressive 50+% open rate. The newsletter features upcoming recruitment initiatives, profiles of Vermonters and stories of interest, as well as a representative collection of actual current job openings per issue.
- **Updated Displays at Vermont Welcome Centers.** In collaboration with BGS, the CMO has created new display panels that feature Think Vermont for the State's welcome centers. The new displays can now be seen at Williston North and South, Berlin and Sharon, with more locations to be refurbished in 2019.

## MARKETING CONTRACTS, PROCESS & SUPPORT

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The CMO maintains master contracts for marketing and creative services, media buying, and photography to make it easier and more efficient for state entities to enter into agreements with outside vendors when it is determined

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## Examples of creative services provided in 2018:

ADMINISTRATION:  
Strategic Plan posters

AGRICULTURE: Domestic  
Export ads and collateral

CHILDREN & FAMILIES:  
Peer Support branding

COMMUNITY PLANNING:  
Downtown Conference  
program and collateral

ECONOMIC  
DEVELOPMENT: Think  
Vermont creative assets,  
event collateral, Remote  
Worker application

FISH & WILDLIFE: Fishing  
Regulations guide (96pp)

HISTORIC PRESERVATION:  
Act 250 Project Review  
Process flowchart

TRANSPORTATION: Digital  
advertising campaign

ANNUAL PROMOTION OF:  
State Parks  
Historic Sites  
Vermont Days

that the required skills or capacity for a marketing-related initiative are not available in-house. When a master contractor is not the right fit for a particular marketing project, the CMO provides strategic planning and contract support to individual agencies and departments, including RFP development, proposal review and selection, and formulation of contract scope of services and deliverables. (See sidebar for 2018 examples). A full RFP process for new statewide master contracts for marketing and communications creative services was completed in 2018, with five firms chosen to provide these services to all state entities on an as-needed basis.

## CREATIVE SERVICES

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Many state agencies and departments who do not have dedicated communications staff look exclusively to the CMO to help them accomplish their outreach and marketing goals. The CMO's office can provide creative services from graphic design, copywriting and digital advertising to web design, content strategy and data visualization (see sidebar for 2018 examples). 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 represented and messaged across state government.

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In 2018, the CMO team developed an info graphic template to summary program investments, accomplishments, and reach to the Legislature, as well as proposed budgets by funding type, in a standardized format to be used at both the Department and Agency level. First developed for ACCD, the CMO team is working to encourage adoption of this template enterprise-wide.

The CMO team provided 2,350+ hours of design, production and creative services in 2018. The cost to secure these creative services (based on the hourly rates of master marketing contracts), equates to a savings of over \$350,000.

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## SHARED RESOURCES

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In addition to the master contracts managed by the CMO for marketing and creative services, the CMO also maintains a shared image library for state-owned photography, utilized by 400+ active users who downloaded 4,276 images in 2018. In an effort to improve user experience and encourage wider usage of the entire online library, a full platform review process was initiated in 2018 to document both current pain points and desired features from staff. The vendor is currently reviewing the feedback gathered to develop an implementation plan for improvements.

# Department of Housing & Community Development

Josh Hanford, Deputy Commissioner

Housing & Community Development	\$ 16,275,891
FY 2020 Governor's Recommend	\$ 16,275,891

# Fiscal Year 2020 Budget Changes by Dept. - Housing and Community Development By Fund

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	Total \$\$
<b>Approp #1 Housing and Community Development: FY 2019 Approp</b>	<b>2,760,297</b>	<b>4,991,756</b>	<b>7,747,771</b>	<b>90,751</b>	<b>15,590,575</b>
					-
					-
<b>Approp #1, FY 2019 Approp Amended</b>	<b>2,760,297</b>	<b>4,991,756</b>	<b>7,747,771</b>	<b>90,751</b>	<b>15,590,575</b>
<b>Personal Services</b>					
Salary/Benefit - base increase	175,624	22,230			197,854
Salary/Benefit - net increase	187,152		(216,805)		(29,653)
Temporary Employees		14,146		(5,425)	8,721
Workers Compensation - base increase	3,716		(1,998)		1,718
Other Personal Services	216	(15)	(8,800)	32,000	23,401
Financial Administrator III moved from DHCD to Administration - Salary/Benefits (Agency net neutral)	(93,860)				(93,860)
Personal Services Contracts	6,381	(1,473)	14,056	(5,325)	13,639
Increase in Vacancy Turnover Savings	(124,483)	141	48,567		(75,775)
<b>Total Personal Services Change</b>	<b>154,746</b>	<b>35,029</b>	<b>(164,980)</b>	<b>21,250</b>	<b>46,045</b>
<b>Operating</b>					
Insurances, VISION, ADS Alloc Fee - operating associated with position move (Agency net neutral)	(3,124)				(3,124)
Internal Service Fees - base increase (Insurances, VISION, ADS Allocated Fee)	13,611		7,000		20,611
Service Level Agreement (SLA)	3,738				3,738
Net Operating changes	(75,355)	1,754	30,187		(43,414)
Federal spending authority adjustment			(15,962)		(15,962)
Historic Preservation Mitigation Fund 21054 spending authority adjustment		78,500			78,500
Historic Preservation VAI/AOT and Arch Month Program completed.				(7,000)	(7,000)
<b>Total Operating Change</b>	<b>(61,130)</b>	<b>80,254</b>	<b>21,225</b>	<b>(7,000)</b>	<b>33,349</b>
<b>Grants</b>					
VOREC Pilot Initiative moving to Forest Parks & Recreation.	(100,000)				(100,000)
Community Planning & Revitalization VW Mitigation Funds from Agency of Natural Resources				348,000	348,000
Pilot Project Downtown Transportation Stormwater (Clean Water Fund Initiative)		100,000			100,000
Downtown Transportation Fund to cover increased administrative costs.		(21,806)			(21,806)
Community Development Block Grant.			359,755		359,755
Historic Preservation Certified Local Government			(78,730)		(78,730)
VHCB - HOME Program			(1,297)		(1,297)
<b>Total Grants Change</b>	<b>(100,000)</b>	<b>78,194</b>	<b>279,728</b>	<b>348,000</b>	<b>605,922</b>
<b>Total Additions/(Reductions) FY 2020 to reach Gov Rec</b>	<b>(6,384)</b>	<b>193,477</b>	<b>135,973</b>	<b>362,250</b>	<b>685,316</b>
<b>Approp #1 FY 2020 Governor Recommend</b>	<b>2,753,913</b>	<b>5,185,233</b>	<b>7,883,744</b>	<b>453,001</b>	<b>16,275,891</b>

Position #670117 move from DHCD to Admin \$96,984 Agency Net Neutral

**State of Vermont**  
**FY2020 Governor's Recommended Budget: Rollup Report**

Organization: 07110 - Housing and Community Development

**Budget Object Group: 1. PERSONAL SERVICES**

Budget Object Rollup Name	FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
Salaries and Wages	2,532,810	2,413,806	2,413,806	2,372,436	(41,370)	-1.7%
Fringe Benefits	1,136,818	1,157,191	1,157,191	1,207,796	50,605	4.4%
Contracted and 3rd Party Service	186,449	90,958	90,958	104,597	13,639	15.0%
PerDiem and Other Personal Services	6,291	15,802	15,802	38,973	23,171	146.6%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>3,862,369</b>	<b>3,677,757</b>	<b>3,677,757</b>	<b>3,723,802</b>	<b>46,045</b>	<b>1.3%</b>

**Budget Object Group: 2. OPERATING**

Budget Object Rollup Name	FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
Equipment	30,946	28,409	28,409	19,770	(8,639)	-30.4%
IT/Telecom Services and Equipment	77,342	92,601	92,601	100,945	8,344	9.0%
Travel	64,670	88,658	88,658	64,985	(23,673)	-26.7%
Supplies	78,557	79,619	79,619	77,220	(2,399)	-3.0%
Other Purchased Services	89,853	127,533	127,533	212,636	85,103	66.7%
Other Operating Expenses	154,882	153,609	153,609	154,509	900	0.6%
Rental Other	14,768	18,722	18,722	12,000	(6,722)	-35.9%
Rental Property	4,577	6,178	6,178	1,240	(4,938)	-79.9%
Property and Maintenance	157,922	128,456	128,456	125,925	(2,531)	-2.0%
Rentals	5,155	0	0	5,156	5,156	0.0%
Repair and Maintenance Services	1,633	21,905	21,905	4,653	(17,252)	-78.8%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>680,305</b>	<b>745,690</b>	<b>745,690</b>	<b>779,039</b>	<b>33,349</b>	<b>4.5%</b>

**Budget Object Group: 3. GRANTS**

<b>Budget Object Rollup Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
Grants Rollup	13,157,959	11,167,128	11,167,128	11,773,050	605,922	5.4%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>13,157,959</b>	<b>11,167,128</b>	<b>11,167,128</b>	<b>11,773,050</b>	<b>605,922</b>	<b>5.4%</b>

<b>Total Expenses</b>	<b>17,700,633</b>	<b>15,590,575</b>	<b>15,590,575</b>	<b>16,275,891</b>	<b>685,316</b>	<b>4.4%</b>
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<b>Fund Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
General Funds	2,620,431	2,760,297	2,760,297	2,753,913	(6,384)	-0.2%
Special Fund	4,400,104	4,991,756	4,991,756	5,185,233	193,477	3.9%
Federal Funds	10,602,796	7,747,771	7,747,771	7,883,744	135,973	1.8%
IDT Funds	77,302	90,751	90,751	453,001	362,250	399.2%
<b>Funds Total</b>	<b>17,700,633</b>	<b>15,590,575</b>	<b>15,590,575</b>	<b>16,275,891</b>	<b>685,316</b>	<b>4.4%</b>

Position Count				33		
FTE Total				32.8		



**State of Vermont**  
**FY2020 Governor's Recommended Budget: Detail Report**

Organization: 07110 - Housing and Community Development

**Budget Object Group: 1. PERSONAL SERVICES**

<b>Salaries and Wages</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Classified Employees	500000	2,531,779	1,905,591	1,905,591	1,915,403	9,812	0.5%
Exempt	500010	0	357,510	357,510	373,382	15,872	4.4%
Temporary Employees	500040	0	207,511	207,511	216,232	8,721	4.2%
Overtime	500060	1,032	0	0	0	0	0.0%
Vacancy Turnover Savings	508000	0	(56,806)	(56,806)	(132,581)	(75,775)	133.4%
<b>Total: Salaries and Wages</b>		<b>2,532,810</b>	<b>2,413,806</b>	<b>2,413,806</b>	<b>2,372,436</b>	<b>(41,370)</b>	<b>-1.7%</b>

<b>Fringe Benefits</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
FICA - Classified Employees	501000	185,708	145,778	145,778	146,523	745	0.5%
FICA - Exempt	501010	0	27,348	27,348	28,563	1,215	4.4%
Health Ins - Classified Empl	501500	508,178	469,581	469,581	432,780	(36,801)	-7.8%
Health Ins - Exempt	501510	0	63,064	63,064	77,148	14,084	22.3%
Retirement - Classified Empl	502000	396,680	323,049	323,049	388,442	65,393	20.2%
Retirement - Exempt	502010	0	72,315	72,315	75,722	3,407	4.7%
Dental - Classified Employees	502500	26,692	24,359	24,359	24,738	379	1.6%
Dental - Exempt	502510	0	3,248	3,248	3,412	164	5.0%
Life Ins - Classified Empl	503000	7,375	6,493	6,493	6,475	(18)	-0.3%
Life Ins - Exempt	503010	0	813	813	848	35	4.3%
LTD - Classified Employees	503500	1,056	381	381	394	13	3.4%
LTD - Exempt	503510	0	822	822	859	37	4.5%

<b>Fringe Benefits (cont)</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
EAP - Classified Empl	504000	1,012	900	900	900	0	0.0%
EAP - Exempt	504010	0	120	120	124	4	3.3%
Workers Comp - Ins Premium	505200	6,835	6,793	6,793	8,511	1,718	25.3%
Unemployment Compensation	505500	581	8,280	8,280	8,280	0	0.0%
Catamount Health Assessment	505700	2,702	3,847	3,847	4,077	230	6.0%
<b>Total: Fringe Benefits</b>		<b>1,136,818</b>	<b>1,157,191</b>	<b>1,157,191</b>	<b>1,207,796</b>	<b>50,605</b>	<b>4.4%</b>

<b>Contracted and 3rd Party Service</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Contr&3Rd Pty-Educ & Training	507350	1,999	0	0	0	0	0.0%
Advertising/Marketing-Other	507563	9,479	0	0	0	0	0.0%
Media-Planning/Buying	507564	374	0	0	0	0	0.0%
IT Contracts - Application Development	507565	170	0	0	10,000	10,000	0.0%
IT Contracts - Application Support	507566	0	0	0	18,112	18,112	0.0%
Other Contr and 3Rd Pty Serv	507600	174,280	90,958	90,958	76,485	(14,473)	-15.9%
Recording & Other Fees	507620	148	0	0	0	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>186,449</b>	<b>90,958</b>	<b>90,958</b>	<b>104,597</b>	<b>13,639</b>	<b>15.0%</b>

<b>PerDiem and Other Personal Services</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Per Diem	506000	6,236	8,505	8,505	6,740	(1,765)	-20.8%
Other Pers Serv	506200	0	7,297	7,297	32,183	24,886	341.0%
Service of Papers	506240	55	0	0	50	50	0.0%
<b>Total: PerDiem and Other Personal Services</b>		<b>6,291</b>	<b>15,802</b>	<b>15,802</b>	<b>38,973</b>	<b>23,171</b>	<b>146.6%</b>

<b>Total: 1. PERSONAL SERVICES</b>		<b>3,862,369</b>	<b>3,677,757</b>	<b>3,677,757</b>	<b>3,723,802</b>	<b>46,045</b>	<b>1.3%</b>
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**Budget Object Group: 2. OPERATING**

<b>Equipment</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Hardware - Desktop & Laptop Pc	522216	12,039	13,610	13,610	13,670	60	0.4%
Hw - Printers,Copiers,Scanners	522217	3,095	0	0	0	0	0.0%
Software - Desktop	522286	343	3,299	3,299	300	(2,999)	-90.9%
Other Equipment	522400	10,961	5,600	5,600	5,600	0	0.0%
Furniture & Fixtures	522700	4,508	5,900	5,900	200	(5,700)	-96.6%
<b>Total: Equipment</b>		<b>30,946</b>	<b>28,409</b>	<b>28,409</b>	<b>19,770</b>	<b>(8,639)</b>	<b>-30.4%</b>

<b>IT/Telecom Services and Equipment</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Telecom-Conf Calling Services	516658	47	850	850	0	(850)	-100.0%
Telecom-Wireless Phone Service	516659	4,073	3,783	3,783	4,350	567	15.0%
ADS Enterp App Supp SOV Emp Exp	516660	17,227	32,366	32,366	36,104	3,738	11.5%
It Intsvccost-Vision/Isdassess	516671	2,272	2,152	2,152	2,103	(49)	-2.3%
ADS Centrex Exp.	516672	11,241	21,957	21,957	13,767	(8,190)	-37.3%
ADS Allocation Exp.	516685	39,988	29,693	29,693	41,117	11,424	38.5%
Hw-Personal Mobile Devices	522258	2,495	1,800	1,800	3,504	1,704	94.7%
<b>Total: IT/Telecom Services and Equipment</b>		<b>77,342</b>	<b>92,601</b>	<b>92,601</b>	<b>100,945</b>	<b>8,344</b>	<b>9.0%</b>

			FY2019 Original	FY2019 Governor's BAA	FY2020 Governor's	Difference Between	Percent Change
<b>Other Operating Expenses</b>		<b>FY2018 Actuals</b>	<b>As Passed Budget</b>	<b>Recommended Budget</b>	<b>Recommended Budget</b>	<b>FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>FY2020 Governor's Recommend and FY2019 As Passed</b>
Description	Code						
Single Audit Allocation	523620	12,782	14,400	14,400	15,300	900	6.3%
Registration & Identification	523640	252	250	250	290	40	16.0%
Taxes	523660	9,158	9,000	9,000	9,000	0	0.0%
Bank Service Charges	524000	6,627	6,800	6,800	6,760	(40)	-0.6%
Cost of Stock Items Sold	525290	125,899	123,159	123,159	123,159	0	0.0%
Interest Expense	551000	165	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>154,882</b>	<b>153,609</b>	<b>153,609</b>	<b>154,509</b>	<b>900</b>	<b>0.6%</b>

			FY2019 Original	FY2019 Governor's BAA	FY2020 Governor's	Difference Between	Percent Change
<b>Other Purchased Services</b>		<b>FY2018 Actuals</b>	<b>As Passed Budget</b>	<b>Recommended Budget</b>	<b>Recommended Budget</b>	<b>FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>FY2020 Governor's Recommend and FY2019 As Passed</b>
Description	Code						
Insurance Other Than Empl Bene	516000	25,553	32,305	32,305	33,661	1,356	4.2%
Insurance - General Liability	516010	5,365	6,846	6,846	14,093	7,247	105.9%
Dues	516500	11,432	12,912	12,912	11,500	(1,412)	-10.9%
Licenses	516550	45	0	0	0	0	0.0%
Telecom-Mobile Wireless Data	516623	5,596	7,280	7,280	5,950	(1,330)	-18.3%
Telecom-Telephone Services	516652	0	200	200	0	(200)	-100.0%
Advertising-Print	516813	3,062	13,186	13,186	3,000	(10,186)	-77.2%
Advertising - Job Vacancies	516820	2,861	2,000	2,000	1,100	(900)	-45.0%
Sponsorships	516872	4,845	20,275	20,275	19,940	(335)	-1.7%
Printing and Binding	517000	1,524	2,470	2,470	1,700	(770)	-31.2%
Printing & Binding-Bgs Copy Ct	517005	1,873	450	450	300	(150)	-33.3%
Printing-Promotional	517010	349	500	500	100	(400)	-80.0%
Photocopying	517020	0	100	100	0	(100)	-100.0%
Registration For Meetings&Conf	517100	9,261	6,495	6,495	6,354	(141)	-2.2%
Training - Info Tech	517110	0	500	500	0	(500)	-100.0%
Postage	517200	509	1,105	1,105	482	(623)	-56.4%
Postage - Bgs Postal Svcs Only	517205	2,132	3,275	3,275	2,605	(670)	-20.5%
Freight & Express Mail	517300	1,932	505	505	0	(505)	-100.0%
Outside Conf, Meetings, Etc	517500	169	0	0	175	175	0.0%
Other Purchased Services	519000	11,678	17,129	17,129	111,676	94,547	552.0%
Administrative Service Charge	519010	640	0	0	0	0	0.0%
Moving State Agencies	519040	1,030	0	0	0	0	0.0%
<b>Total: Other Purchased Services</b>		<b>89,853</b>	<b>127,533</b>	<b>127,533</b>	<b>212,636</b>	<b>85,103</b>	<b>66.7%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Property and Maintenance</b>							
Description	Code						
Water/Sewer	510000	10,977	12,000	12,000	12,000	0	0.0%
Disposal	510200	187	0	0	0	0	0.0%
Rubbish Removal	510210	6,151	5,200	5,200	5,200	0	0.0%
Snow Removal	510300	35,327	34,637	34,637	34,637	0	0.0%
Custodial	510400	2,407	2,756	2,756	2,756	0	0.0%
Other Property Mgmt Services	510500	3,736	0	0	0	0	0.0%
Lawn Maintenance	510520	37,911	40,245	40,245	40,245	0	0.0%
Repair & Maint - Buildings	512000	53,571	21,124	21,124	19,886	(1,238)	-5.9%
Plumbing & Heating Systems	512010	4,023	8,000	8,000	8,000	0	0.0%
Repair & Maint - Office Tech	513010	3,600	4,095	4,095	3,201	(894)	-21.8%
Other Repair & Maint Serv	513200	33	399	399	0	(399)	-100.0%
<b>Total: Property and Maintenance</b>		<b>157,922</b>	<b>128,456</b>	<b>128,456</b>	<b>125,925</b>	<b>(2,531)</b>	<b>-2.0%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Rental Other</b>							
Description	Code						
Rental - Other	515000	14,768	18,722	18,722	12,000	(6,722)	-35.9%
<b>Total: Rental Other</b>		<b>14,768</b>	<b>18,722</b>	<b>18,722</b>	<b>12,000</b>	<b>(6,722)</b>	<b>-35.9%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Rental Property</b>							
Description	Code						
Rent Land&Bldgs-Non-Office	514010	4,577	6,178	6,178	1,240	(4,938)	-79.9%
<b>Total: Rental Property</b>		<b>4,577</b>	<b>6,178</b>	<b>6,178</b>	<b>1,240</b>	<b>(4,938)</b>	<b>-79.9%</b>

			FY2019 Original	FY2019 Governor's BAA	FY2020 Governor's	Difference Between	Percent Change
		FY2018 Actuals	As Passed Budget	Recommended Budget	Recommended Budget	FY2020 Governor's Recommend and FY2019 As Passed	FY2020 Governor's Recommend and FY2019 As Passed
Supplies							
Description	Code						
Office Supplies	520000	2,162	4,711	4,711	2,170	(2,541)	-53.9%
Gasoline	520110	2,895	2,500	2,500	2,750	250	10.0%
Diesel	520120	353	750	750	750	0	0.0%
Building Maintenance Supplies	520200	2,393	2,000	2,000	2,000	0	0.0%
Plumbing, Heating & Vent	520210	3,552	3,500	3,500	3,500	0	0.0%
Heating & Ventilation	520211	616	0	0	0	0	0.0%
Small Tools	520220	40	200	200	200	0	0.0%
Electrical Supplies	520230	414	500	500	500	0	0.0%
Other General Supplies	520500	14,244	9,200	9,200	9,300	100	1.1%
It & Data Processing Supplies	520510	765	1,200	1,200	1,000	(200)	-16.7%
Cloth & Clothing	520520	0	500	500	500	0	0.0%
Agric, Hort, Wildlife	520580	410	1,200	1,200	1,200	0	0.0%
Fire, Protection & Safety	520590	1,500	1,600	1,600	1,600	0	0.0%
Food	520700	143	0	0	90	90	0.0%
Electricity	521100	31,189	28,000	28,000	28,000	0	0.0%
Heating Oil #2	521220	9,046	10,800	10,800	10,800	0	0.0%
Propane Gas	521320	6,923	11,200	11,200	11,200	0	0.0%
Books&Periodicals-Library/Educ	521500	307	200	200	360	160	80.0%
Subscriptions	521510	1,149	1,323	1,323	1,300	(23)	-1.7%
Subscriptions Other Info Serv	521515	191	235	235	0	(235)	-100.0%
Paper Products	521820	264	0	0	0	0	0.0%
<b>Total: Supplies</b>		<b>78,557</b>	<b>79,619</b>	<b>79,619</b>	<b>77,220</b>	<b>(2,399)</b>	<b>-3.0%</b>

			FY2019 Original	FY2019 Governor's BAA	FY2020 Governor's	Difference Between	Percent Change
		FY2018 Actuals	As Passed Budget	Recommended Budget	Recommended Budget	FY2020 Governor's Recommend and FY2019 As Passed	FY2020 Governor's Recommend and FY2019 As Passed
Travel							
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	14,465	26,600	26,600	17,075	(9,525)	-35.8%
Travel-Inst-Other Transp-Emp	518010	19,953	17,365	17,365	16,325	(1,040)	-6.0%
Travel-Inst-Meals-Emp	518020	1,380	1,490	1,490	1,375	(115)	-7.7%
Travel-Inst-Lodging-Emp	518030	465	250	250	460	210	84.0%
Travel-Inst-Incidentals-Emp	518040	209	300	300	0	(300)	-100.0%
Travel-Inst-Auto Mileage-Nonemp	518300	7,500	12,200	12,200	8,200	(4,000)	-32.8%
Travel-Inst-Meals-Nonemp	518320	3,308	1,050	1,050	3,350	2,300	219.0%
Travel-Inst-Lodging-Nonemp	518330	0	0	0	175	175	0.0%

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Travel (cont)</b>							
Travel-Outst-Auto Mileage-Emp	518500	479	400	400	475	75	18.8%
Travel-Outst-Other Trans-Emp	518510	6,123	13,593	13,593	6,800	(6,793)	-50.0%
Travel-Outst-Meals-Emp	518520	901	3,200	3,200	925	(2,275)	-71.1%
Travel-Outst-Lodging-Emp	518530	9,603	11,553	11,553	9,475	(2,078)	-18.0%
Travel-Outst-Incidentals-Emp	518540	283	657	657	350	(307)	-46.7%
<b>Total: Travel</b>		<b>64,670</b>	<b>88,658</b>	<b>88,658</b>	<b>64,985</b>	<b>(23,673)</b>	<b>-26.7%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Rentals</b>							
<b>Description</b>	<b>Code</b>						
Software-License-Servers	516557	5,155	0	0	5,156	5,156	0.0%
<b>Total: Rentals</b>		<b>5,155</b>	<b>0</b>	<b>0</b>	<b>5,156</b>	<b>5,156</b>	<b>0.0%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Repair and Maintenance Services</b>							
<b>Description</b>	<b>Code</b>						
Software-Repair&Maint-Servers	513056	1,633	21,905	21,905	4,653	(17,252)	-78.8%
<b>Total: Repair and Maintenance Services</b>		<b>1,633</b>	<b>21,905</b>	<b>21,905</b>	<b>4,653</b>	<b>(17,252)</b>	<b>-78.8%</b>
<b>Total: 2. OPERATING</b>		<b>680,305</b>	<b>745,690</b>	<b>745,690</b>	<b>779,039</b>	<b>33,349</b>	<b>4.5%</b>

**Budget Object Group: 3. GRANTS**

<b>Grants Rollup</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Grants To Municipalities	550000	8,894,276	7,051,570	7,051,570	7,479,903	428,333	6.1%
Grants	550220	3,942,237	400,000	400,000	3,702,417	3,302,417	825.6%
Loans	550240	1,094	0	0	0	0	0.0%
Other Grants	550500	320,353	3,715,558	3,715,558	590,730	(3,124,828)	-84.1%
<b>Total: Grants Rollup</b>		<b>13,157,959</b>	<b>11,167,128</b>	<b>11,167,128</b>	<b>11,773,050</b>	<b>605,922</b>	<b>5.4%</b>
<b>Total: 3. GRANTS</b>		<b>13,157,959</b>	<b>11,167,128</b>	<b>11,167,128</b>	<b>11,773,050</b>	<b>605,922</b>	<b>5.4%</b>
<b>Total Expenses:</b>		<b>17,700,633</b>	<b>15,590,575</b>	<b>15,590,575</b>	<b>16,275,891</b>	<b>685,316</b>	<b>4.4%</b>

<b>Fund Name</b>	<b>Fund Code</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
General Fund	10000	2,620,431	2,760,297	2,760,297	2,753,913	(6,384)	-0.2%
Misc Fines & Penalties	21054	8,550	42,500	42,500	121,000	78,500	184.7%
Historic Sites Special Fund	21325	537,037	526,891	526,891	540,128	13,237	2.5%
Municipal & Regional Planning	21330	3,356,118	3,381,899	3,381,899	3,381,899	0	0.0%
Inter-Unit Transfers Fund	21500	77,302	90,751	90,751	453,001	362,250	399.2%
Conference Fees & Donations	21525	5,000	20,000	20,000	20,000	0	0.0%
Downtown Trans & Capital Impro	21575	408,829	423,966	423,966	423,966	0	0.0%
ACCD-Mobile Home Park Laws	21819	77,801	79,500	79,500	79,500	0	0.0%
ACCD-Miscellaneous Receipts	21820	2,427	400,000	400,000	401,740	1,740	0.4%
Archeology Operations	21918	4,343	17,000	17,000	17,000	0	0.0%
Clean Water Fund	21932	0	100,000	100,000	200,000	100,000	100.0%
Federal Revenue Fund	22005	10,602,796	7,747,771	7,747,771	7,883,744	135,973	1.8%
<b>Funds Total:</b>		<b>17,700,633</b>	<b>15,590,575</b>	<b>15,590,575</b>	<b>16,275,891</b>	<b>685,316</b>	<b>4.4%</b>

Position Count					33	
FTE Total					32.8	



**State of Vermont  
FY2020 Governor's Recommended Budget  
Grants Out Inventory Report**

**Department: 7110010000 - Housing and community development**

<b>Budget Request Code</b>	<b>Fund</b>	<b>Justification</b>	<b>Est Amount</b>
8648	10000	CVOEO -First Stop Program	\$72,000
8648	21330	Municipal Planning Grants	\$457,482
8648	21330	Regional Planning Commissions	\$2,924,417
8648	21500	ANR Electric Vehicle Charging Installation Program	\$30,000
8648	21500	Regional Planning Commissions Parcel Mapping Program	\$23,001
8648	21500	VW Mitigation Funds	\$348,000
8648	21575	Downtown Transportation & Capital Improvement Fund Program	\$313,345
8648	21819	Mobile Home Park Program Mediation	\$4,000
8648	21820	VHCB Buyout Assistance Program	\$400,000
8648	21932	Better Connections: Comprehensive Storm Water Management Strategies - Clean Water Fund	\$200,000
8648	22005	Community Development Block Grant Program	\$6,686,075
8648	22005	Historic Preservation Certified Local Government	\$59,038
8648	22005	VHCB -HOME Program	\$255,692
		<b>Total</b>	<b>11,773,050</b>

**State of Vermont  
 FY2020 Governor's Recommended Budget  
 Interdepartmental Transfers Inventory Report**

**Department: 7110010000 - Housing and community development**

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Budget Request Code	Fund	Justification	Est Amount
8651	21500	BU 06100 DEC Electric Vehicle Charging Installations	\$30,000
8651	21500	BU 06100 DEC Electric Vehicle Supply Equipment (EVSE) Grant Program	\$400,000
8651	21500	BU 08100 AOT RPC/VCGI Parcel Mapping Project	\$23,001
		<b>Total</b>	<b>453,001</b>

**State of Vermont**  
**FY2020 Governor's Recommended Budget**  
**Federal - Receipts Detail Report**

**Department: 7110010000 - Housing and community development**

<b>Budget Request Code</b>	<b>Fund</b>	<b>Justification</b>	<b>Est Amount</b>
8650	22005	CFDA 14.228 CDBG -HUD	\$6,992,860
8650	22005	CFDA 14.239 HOME Investment Partnership -HUD	\$302,340
8650	22005	CFDA 15.904 Historic Preservation Grants-in-Aid -NPS	\$588,544
		<b>Total</b>	<b>\$7,883,744</b>

**State of Vermont**

**FY2020 Governor's Recommended Budget: Contract Detail**

**Organization: 7110010000 - Housing and community development**

<b>Name/Type</b>	<b>Account code</b>	<b>Fund</b>	<b>FY 2020 Contracts</b>	<b>General Fund</b>	<b>Federal Fund</b>	<b>Arch Box Fees</b>	<b>VW Funds</b>	<b>Fines</b>	<b>Historic Sites Revenues</b>
Agate Analysis & Development	507565	10000	5,000	5,000	0	0	-	0	-
Agate Maintaince & Support	507566	10000	9,056	9,056	0	0	-	0	-
Agate Analysis & Development	507565	22005	5,000	0	5,000	0	-	0	-
Agate Maintaince & Support	507566	22005	9,056	0	9,056	0	-	0	-
Archaeology Month/AOT	507600	10000	0	0	0	0	-	0	-
Archaeology-/VAI/AOT	507600	10000	0	0	0	0	-	0	-
VELCO	507600	21054	3,527	0	0	0	-	3,527	-
Intervale	507600	21054	10,000	0	0	0	-	10,000	-
Bennington Survey Mitigation	507600	21054	27,500	0	0	0	-	27,500	-
Historic Sites Exhibits	507600	21325	5,458	0	0	0	-	0	5,458
Archaeology Box Fees	507600	21918	10,000	0	0	10,000	-	0	-
VW Mitigation Funds	507600	21500	20,000	0	0	0	20,000	0	-
Archaeology-/VAI/AOT	507600	21500	0	0	0	0	-	0	-
Archaeology Month/AOT	507600	21500	0	0	0	0	-	0	-
Plymouth Interactive Exhibit	507600	21325	0	0	0	0	-	0	-
			<b>104,597</b>	<b>14,056</b>	<b>14,056</b>	<b>10,000</b>	<b>20,000</b>	<b>41,027</b>	<b>5,458</b>

Housing & Community Development  
 General Fund Carry-forward Balances - June 30, 2018

7/22/18

Source: VT\_APPROP\_DEPTID\_SUM\_NW

Approp Summary Dept-Ldgr Cols

Unit	Account	Dept	Descr	Fund	Year	Throug	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07110	000100	7110010000	Housing & Community Develop	10000	2018	998	(2,786,882.98)	83,498.52	2,620,430.52	(82,953.94)
<b>General Fund Carry-forward Request</b>										<b>(82,953.94)</b>

**7110010000 Housing & Community Development**

**5-Year Housing Needs Assessment**

49,753.94

Every five years, the State is tasked with carrying out a state-wide Housing Needs Assessment (HNA); the most recent one spans the years 2015-2020. In FY19, DHCD will begin preparation for the 2020-2025 HNA which will involve hiring a consultant to compile, synthesize, analyze and present housing data for all of VT to present in the assessment. The HNA is the most widely used housing data source in the state. Although other state housing partners will contribute to the cost of the HNA, it is the State that bears almost the full burden of it. The money to fund the next HNA was not included in the FY19 budget. The FY18 GF carry-forward in the amount of \$49,753.94 will be used to fund this unbudgeted expense.

49,753.94

**Housing Cost Study**

5,000.00

In FY18, DHCD committed to participating in a housing development cost study along with the other statewide housing partners: VHCB, VHFA and HV. This study did not occur on the schedule as planned and will now take place in FY19. DHCD's contribution to the study, \$5,000, will now be spent in FY19.

5,000.00

**Grants Management & Community Development**

28,200.00

Agate Analysis & Development - Updates to the "GEARS" (Intelligrants) system will be sought in FY19. Additionally, DHCD intends to move some of its other grant programs into GEARS in F19 which will allow us to have a single repository for data related to our grants. This will require updates to the system for our existing programs and development of the system for those programs which we will move into GEARS.

Agate Maintenance & Support - DHCD's Agate contract for regular maintenance and support for FY18 is on hold while ADS seeks a state-wide contract and as a result is yet to be billed. The \$18,200 from FY18 should be carried forward so that when the contract matter is sorted out and billed, we will have the funds necessary to pay this bill.

10,000.00

18,200.00

**Total Housing & Community Development (7110010000) General Fund Carryforward Request**

**82,953.94**

**Department of Housing and Community Development (DHCD)**  
**Fiscal Year 2020 Budget**  
**Strategic Overview and Program Performance Narrative**

**STRATEGIC OVERVIEW**

**1. Mission**

The mission of the Department of Housing and Community Development (DHCD) is: *to support vibrant and resilient communities, promote safe and affordable housing for all, protect the state’s historic resources, and improve the quality of life for Vermonters.* For the State to grow and thrive, there is a need to carefully balance growth, environmental protection and economic opportunities in our state, regional and local framework.

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 (for-profit and non-profits), municipalities, regional planning commissions, community development organizations, low and moderate-income Vermonters, mobile home residents and park owners, housing organizations, downtown revitalization organizations, and institutions of higher learning, as well as state and federal agencies.

### **3. Outcomes and Measures**

Over the course of 2017, the entire enterprise of Vermont's state government undertook an ambitious exercise to create an integrated, living, strategic plan. This plan, driven by the Governor's strategic goals with key indicators driving those goals, guided the creation of the FY2019 budget, monitored with performance management. It continues to inform the FY20 budget development.

For DHCD, the single, overarching goal driving its work moving into FY20 remains the same: grow the number of net new units of housing, at all income levels, starting from the 2016 level, by supporting new construction and rehabilitation of existing or underutilized properties. DHCD will track its performance in achieving this goal through the following measurable outcomes:

- increase the number of net new units of housing affordable to those earning 80%-120% AMI by 5% annually;
- increase the number of building permits used for new housing starts by 5% annually; and
- reduce the number of Vermont households experiencing cost burden (30%-50% of income spent on housing) and severe cost burden (more than 50% of income spent on housing) annually.

Of course there are other goals that must be achieved in support of DHCD's mission and its underlying programs' requirements. Staff continue to review and refine measures and outcomes to ensure these programs are delivering desired results and are in line with the agency's and the Governor's goals. Outcomes and measures currently in place are included in the program descriptions that follow.

### **PROGRAM PERFORMANCE**

The following sections detail DHCD programs: goals, current measures, and outcomes. For ease of reporting, Program Performance is broken down by DHCD's Divisions, mirroring the Department Program Profile (Form 5): Housing, Community Development, Grants Management, Community Planning & Revitalization, and Historic Preservation.

## Housing

*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 assists with HOME program administration. Also tasked with staffing the Rental Housing Advisory Board created by Act 188 during the 2018 legislative session.*

Decent and safe housing that is affordable 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 completing the annual update of the HUD Consolidated Plan, which now includes the National Housing Trust Fund. DHCD also wrote and submitted to the Legislature the Vermont Housing Budget and Investments Report (24 V.S.A §4498), which details State and Federal funds used for development of affordable housing. DHCD's Mobile Home Park Program investigated and resolved four complaints from mobile home park residents of park owner violations of the mobile home park law without issuing any notices of violation.

### *Mobile Home Park Program (241 parks, 7113 lots) -*

The goal of this program is to ensure mobile home park residents understand their rights, which include protection from unjustified lot rent increases, the right to negotiate park purchase if it comes up for sale or is slated for closure. To meet this goal, DHCD conducts an annual park registry, monitors rent increases and facilitates lot rent mediation, administers the First Stop grant to CVOEO for assistance, education and outreach, and advocacy services for residents of mobile home parks, 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.

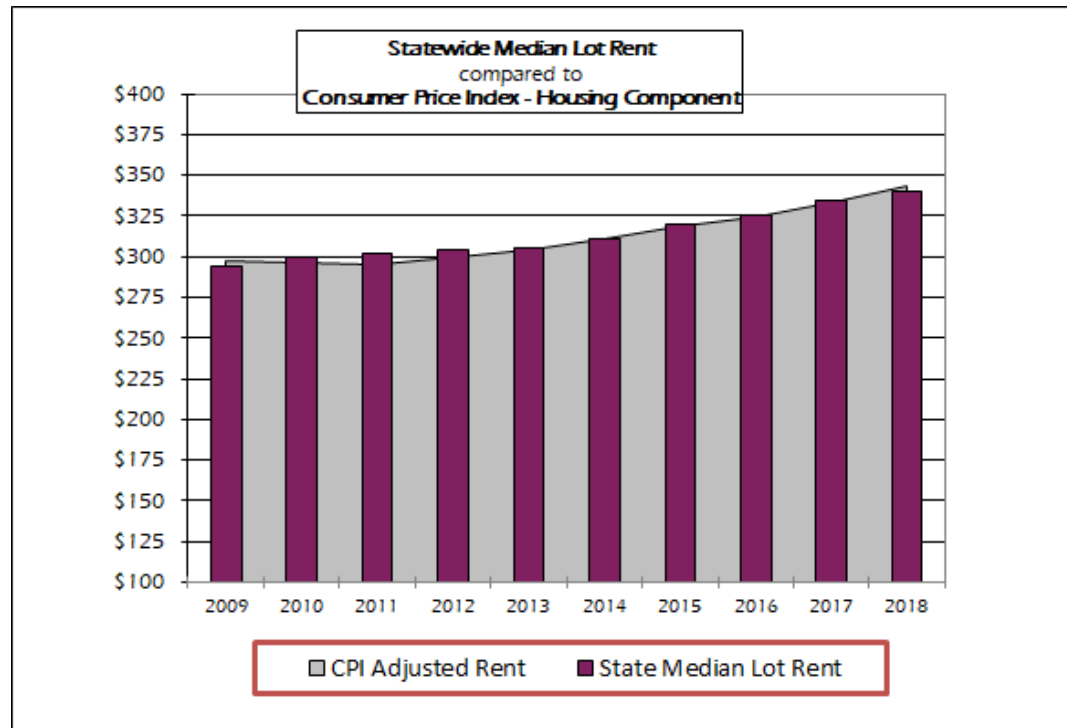
DHCD continues to oversee a grant to the Champlain Housing Trust's (CHT) Manufactured Housing Down Payment Loan Program which services all of Vermont and allows mobile home owners to purchase Energy Star<sup>®</sup> rated manufactured homes to replace older, inefficient units. From July 2017 to June 2018, Champlain Housing Trust made 29 loans and has assisted 146 households purchase new energy efficient mobile homes since the program began. This grant is scheduled to expire on December 31, 2019. Whether the program will continue beyond that date will depend on whether CHT can financially sustain its continuation without state funding.

To determine if people are better off, DHCD monitors and tracks lot rent increases, and compiles mobile home park statistics via the annual registration. Together these measures ensure park residents continue to have safe, affordable housing.

- **Lot Rent Increases:** In 2018, any lot rent increase above 3.9% was eligible for mediation. Of 141 lot rent increases, 15 were eligible for mediation, and two increases resulted in mediation.



- **Park Sales:** From July 2017 to June 2018, nine parks with a total of 288 mobile home lots were noticed for sale. When this occurs, all residents are offered meetings and support to help assure their rights are protected. Three of these parks extended their rights to negotiate for the purchase of the park. During this period, Weston’s Mobile Home Park in Berlin, and Windy Hollow Mobile Home Park in Castleton were purchased by their residents as resident owned cooperatives.
- **Park Closures:** Vermont law requires 18 months’ notice before closing a mobile home park, and requires park owners to offer a park for sale before closing it in order to sell the land. There were no closure notices issued this year.
- **Outcomes:** DHCD tracks the difference between median lot rent increases and increases in the consumer price index (CPI) housing index, to evaluate the effectiveness of the statute. As shown in the graph below, state median lot rent over the last ten years has closely tracked increases in CPI. In addition, the median lot rent for nonprofit and cooperatively owned parks was \$18 per month less than the state median of \$340 per month.



**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 for \$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 annual update for the period 2018-2019 was approved by HUD in September, 2018. DHCD will complete its Annual Action Plan Up-date this winter and submit it for HUD’s approval in May, 2019.

**Charitable Housing Investment Tax Credit:** DHCD administers, in collaboration with the Tax Department, the Charitable Housing Investment Tax 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.

<b>HOUSING TAX CREDIT MEASURES</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
New charitable investments	\$194,400	\$234,000	\$197,500
Amount spent on affordable housing projects	\$1,770,400	\$2,017,200	\$1,700,000
Cost to state*	\$33,700	\$36,400	\$46,900

\* **Estimated tax credits** based on total average balance of charitable investments (\$3,037,200 as of 12/31/2017)  
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 \$3,008,138.00 in HOME funds in 2018. Retaining compliance and reporting responsibilities, DHCD subgrants the funds to the Vermont Housing and Conservation Board (VHCB) which administers the program. VHCB will use \$2,556,917 in state-wide project implementation funds to create new or rehabilitate existing affordable rental housing units, a minimum of \$451,221 is set aside for Community Housing Development Organizations (CHDOs), and up to 10% of that amount may be used for CHDO feasibility awards.

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. A new programmatic agreement with the Division for Historic Preservation was executed in 2018, updating the evaluation process for project's involving historic resources.

Accomplishments during this past program year (ending June 30, 2018):

- 3 Community housing development organizations (CHDOs) received operating grants of \$50,283 each;
- 7 Projects were funded
- 21 multi-family units were preserved through rehabilitation;
- 55 units met Energy Star Rating.

Projected Accomplishments for FFY2019:

- 3 CHDOs will receive operating grants;
- 22 multi-family units to be preserved or created housing;
- 22 units will meet Energy Star Rating.

Housing Trust Fund is reported separately under the Vermont Housing and Conservation Board; however, it is reported through the HUD Consolidated Annual Performance Evaluation Report (CAPER) with the other HUD funding.

Accomplishments for FFY18:

- 4 Projects were awarded funding
  - Totaling \$2,700,000.00

### **Community Development (Housing units created or preserved – 426)**

***Administers and assists municipalities' participation in the Vermont Community Development Program (federal Community Development Block Grant program) which funds over \$6.5 million of housing, economic development, public facility and public services projects. In FY19, \$40M CDBG Disaster Recovery funding used to help over 100 communities recover from Tropical Storm Irene will be closed out. The VCDP team 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.***

#### ***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 (VCDP). 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 \$6.5 million in FY18. VCDP will receive \$6.5 million again in FY19. Requests for funding almost always 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 \$500,000 in annual Program Income receipts from a share of municipal loan repayments from economic development projects and some loan repayments from for-profit housing developers. An important feature of the program is that 97 percent of the VCDP allocation from HUD and Program Income goes directly to community 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 shown in the table below.

<b>VCDP MEASURES</b>	<b>FFY 2015</b>	<b>FFY 2016</b>	<b>FFY 2017</b>	<b>FFY2018</b>
Communities/projects receiving technical assistance	85	89	83	90
Projects/grants funded	26	24	25	25
Funding awarded	\$8M	\$6.7	\$7M	\$8M
Funding leveraged	\$60M	\$59M	\$87M	\$126M
Housing units created or preserved	501	251	317	426
Jobs created or retained	0	52	269	148
Persons benefiting from increased access or services	2401	3794	7627	1530
Communities receiving urgent need or blight assistance	1	1	0	1
Communities receiving grant assistance for planning	8	5	6	4

As the result of a special federal appropriation in CDBG Disaster Recovery (CDBG-DR) 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 and nearly expended the total \$39.6 million of CDBG-DR funding allocated 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. We have been closing out projects throughout the year and expect all projects to be completed by the close of winter of 2019 with the exception of the buyouts and the demolition phase of the Red Clover Project (going back to Melrose Terrace and demolishing and clearing the buildings in the floodway once the environmental review clearance has been received from FEMA, which should be by summer of 2019).

The Buyout Program has received 4 Awards to date for the innovation of the collaboration of funding among the State CDBG-DR funds; the FEMA Hazard Mitigation Grant Program; and Municipal funds to buyout homes in harm’s way or substantially damaged by Tropical Storm Irene:

1. Regional Planning Area Award;
2. New England Planning Award;
3. Council of State Community Development Agencies (COSCDA) Award for Homeless Prevention National Award;
4. National Award for Community Planners

## **Grants Management**

***Assists grantees in compliance with requirements of federal & state programs administered by the Agency; CDBG, Disaster Recovery, Neighborhood Stabilization Programs, HOME, Regional Planning Grants and Historic Preservation grants. Responsible for monitoring compliance and reporting to HUD and OMB for federal awards currently in excess of \$70 million.***

The Grants Management Division assures municipalities, developers, attorneys, consultants, auditors, and program staff comply with the federal regulations related to federal programs (primarily HUD) 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 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), and HUD Special Purpose Grants. In addition, through the Consolidated Annual Performance Evaluation Report (CAPER), oversees and responds directly to HUD for the Emergency Solutions Grant Programs. 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 such as the changes in Uniform Guidance (effective as of December 26, 2014) and the pre-award risk assessments have increased the work and responsibilities of the Division. Numerous documents have been re-written during this past fiscal year to bring them current with the Uniform Guidance to ensure our Grantees have the latest information at their disposal and available in their tool boxes. In addition, as of this summer the Procurement thresholds were increased further requiring yet another change and notification to the Grantees. Likewise, the requirements for Single Audits has increased dramatically under the Uniform Guidance that has lead to the need to provide more technical assistance and education not only to the municipal officials, but to the auditors performing the municipal audits to ensure accuracy and compliance.

### **Community Planning and Revitalization** (Housing units created or preserved – 213)

*Provides training, technical assistance and funding to help local leaders plan and implement projects that bring new vitality to their community. Administers \$8.1M in grants, tax credits and sales tax reallocations; municipal planning grants, electric vehicle charging station grants, and funding for the 11 Regional Planning Commissions. Offers matching grants to municipalities in designated downtowns for transportation-related and clean water infrastructure improvements that support economic development.*

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 sister agencies and external 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 Vermont's goal of fostering compact urban centers. Communities value the benefits from these various designations and the support they receive from working 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 the CP+R team as well as development incentives such as access to downtown and village center tax credits, reallocated sales taxes, and downtown transportation fund grants; priority state grant consideration; waived or lowered permit fees; and streamlined Act 250 requirements. Program details:

- Downtowns (23 total). This program provides grants, tax credits and technical assistance to keep Vermont's historic, regional centers of commerce strong and vital.
- Village Centers (153 total, 18 new designations added in 2018). Like the downtown program, the village center designation program provides training and tax credits to help Vermont's smaller centers thrive. The number of designated villages has increased by 65% (93 to 153) in the last 6 years.
- New Town Centers (2 total). This program is designed to help communities without a traditional downtown, but with the ability to plan and develop a new downtown. The program supports South Burlington's build out of its City Center with plans to infill the underused University Mall parking lot with pedestrian-friendly housing and businesses.
- Growth Centers (6 total). Not all development fits in central business centers, and this program helps communities plan for orderly growth in areas that surround a designated downtown village center or new town center. Data shows that the program is achieving its goal to concentrate more than half the towns' new development within the designated growth center, which helps reduce development pressure on Vermont's farms and forests.

- Neighborhood Development Areas (5 total, 1 new designation added in 2018). 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. Lower costs for moderate to affordable housing projects within designated neighborhoods were achieved through state permitting benefits. Timelines were shorter by an estimated average of over 6 months and projects saved an average of \$50,000 in state permit fees.

**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 2018, the Department allocated \$2.8 million in state tax incentives for 16 projects, supporting more than \$324 million in downtown and village center construction and rehabilitation efforts.

Since the tax credit programs began, over 350 projects in 145 communities have received almost \$28 million in tax credits spurring over \$700 million in private investments to help bring existing buildings up to code and put underused or vacant buildings back into productive use. Of that total, over \$5 million in state tax credits has leveraged in excess of \$60 million in private investment to rehabilitate historic buildings in Vermont's **villages**.

**Downtown Transportation Fund:** This program supports revitalization efforts in Designated Downtowns by making these areas more pedestrian, bike and transit friendly. This year, five designated downtowns shared over \$334,000 to make their community better. Funds supported sidewalk and safety improvements in Wilmington, Bristol, Rutland and Vergennes and the expansion of Comtu Cascade Park on the Black River in Springfield. Additional funding is proposed in FY19 to integrate stormwater management features into projects. Since 1999, the fund has invested over \$10 million to support 120 projects leveraging over \$47 million in funding in 22 designated downtowns.

CP&R Partnerships in 2018 leveraged almost \$3 million in new funding to support local community planning and revitalization efforts:

- \$100,000 Main Street Grant program with the National Life Group Foundation and the Vermont Community Foundation and the Preservation Trust of Vermont to support economic development and community revitalization.
- \$2.4 million with the Agency of Natural Resources to expand the network of electric vehicle charging stations in Vermont.
- \$200,000 in Clean Water Funding to plan and build stormwater management features into downtowns and village centers.
- \$30,000 in “Quick Build for Health Grants” from the Vermont Department of Health funding to support project implementation through the Better Connections program partnership.
- \$200,000 grant in partnership with the Agency of Natural Resources to help Wolcott, Burke and East Burke find wastewater solutions to support rural economic development.



**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:

- Supported the Act 194 process and report that developed consensus recommendations to improve planning, permitting and financing for rural industrial parks.
- Participated in the Act 47 Commission working to review and improve Act 250 process and outcomes.
- Continued work with partners including sister agencies, USDA-RD, VHCB, VLCT, Preservation Trust of Vermont, VHFA, AARP-VT, VAC, VCF, Efficiency Vermont, Local Motion, VCRD and others to identify and coordinate investments to implement community-driven projects.
- Supported ANR in the development of the Governor's Climate Commission report prioritizing smart growth and land use recommendations to address climate change.
- Supported ANR-FPR in the development and marketing of the VOREC Community Grant Program and hosting the 2018 National Outdoor Recreation Conference in Burlington
- Supported ANR-FPR in the development and production of the VT Green Streets Guide, to improve water quality efforts along downtown and village streets and parking lots.
- With VTrans and ANR, continued the \$200,000 Better Connections interagency grant program, a partnership to boost economic development efforts in Danville Enosburgh and Hyde Park. Secured \$100,000 in new Clean Water funding to design stormwater reduction features into projects. Added the Vermont Department of Health to the partnership and they contributed \$30,000 in healthy communities funding to support project implementation.
- Participated in 7 partner grant reviews to direct more funding to projects located within state designated areas including VTrans Bike Ped grants, Vermont Arts Council Arts Partner Grants, NBRC Grants, AARP Placemaking Grants, ANR Town Forest Recreation Initiative Grants, ANR Land and Water Conservation Fund Grants, and VAC Cultural Facilities grants
- Provided on-site meetings and technical assistance to over 56 communities from Newport and Bennington to Island Pond and Pownal.
- Administered \$2.9 million in Regional Planning Commission work plans focused on updating parcel and state register historic district maps and developing focused and measurable regional and local plans.

**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 or how to bring needed infrastructure to support new housing, businesses and economic vitality. This year, 67 communities requested nearly \$1 million in funds. Just over \$460,000 in available funding was awarded to 29 communities. Three of this year's grants will support multi-town collaborations that amplify existing economic opportunities. The towns of New Haven, Vergennes, Middlebury, and Bristol will work together in planning a dedicated cycling route between towns. Reducing flood insurance rates through

FEMA's Community Rating System will be the focus for Hyde Park, Stowe, and Wolcott. Expanding off the mountain biking successes in East Burke, Concord and Burke will market and map biking routes connecting the villages. Since 1998 over \$12 million in MPGs have supported initiatives in 234 cities and towns.

***Historic Preservation (Housing units created or preserved through RITC – 37)***

***Dedicated to identifying, preserving, and interpreting historic resources interpreting, protecting and enhancing Vermont's historic resources on behalf of the citizens of the state and promoting them as significant components of our communities. This involves coordination of public and private preservation efforts through federal and state programs. Interprets and maintains 24 state-owned historic sites with 82 buildings and structures, as well as 10 underwater preserves.***

**Vermont Division for Historic Preservation (VDHP)**

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 and Roadside Historic Site Markers, are partially funded by the Historic Preservation Grant Fund provided annually through Congressional appropriations to the National Park Service. Program outcomes in 2018 include the following:

**National Register:** Five nominations were successfully processed, with more than 12,000 properties listed statewide since 1966. To date, 195 historic districts, which convey the story of Vermont's downtowns and villages, are listed in the National Register of Historic Places and include 10,587 buildings, sites, objects, and structures. An architectural survey, a process essential to understanding and evaluating historic resources has not been a priority for the program as required, was conducted in downtown Woodstock and is planned in 2019 for a residential neighborhood of Bennington. These surveys result in new historic districts with more comprehensive recordation that will benefit project reviews.

**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 \$3.3 million in grants to help repair and restore nearly 400 historic barns and agricultural outbuildings. For the 2018-2019 grant cycle, the Vermont Advisory Council on Historic Preservation (ACHP) awarded 17 matching grants totaling \$211,369 to aid in the restoration and maintenance of significant buildings that contribute to Vermont's agricultural history. This will leverage \$593,706 in project costs. Projects selected for funding include the 1901 Clark Barn in Addison; Old Somers Farm with c. 1785 farmhouse connected to a c. 1800 barn in Barnet; and Brattleboro Retreat Farm established in 1837, where eight slate roofs will be restored. Other projects include roof repairs at the Big Barn Farm in Chelsea, 1900 Greensboro Barn, and Turner Hill Farm in Moretown; drainage and foundation work on the 1909 barn at the Bragg Farm in Fayston and c. 1840 barn at the Clark Farm in Newfane; and framing repairs on

the c. 1830 Moses Townsend Barn in Plymouth and the Fletcher House Barn in South Hero. In 2018, for the 2019-2020 grant cycle, 51 applications were received with funding requests totaling \$720,336, a noted increase over the requests for the two previous years. These will be awarded in February 2019.

**Historic Preservation Grants:** Begun in 1986 and funded through the Capital Budget, this program has provided over \$5 million in grants for the rehabilitation of significant community buildings such as town halls, museums, theaters, libraries, recreation centers and other municipal resources over 536 historic buildings. In 2017, for the 2018-2019 grant cycle, ACHP awarded fifteen Historic Preservation grants to municipalities and nonprofit organizations for historic civic buildings. The awarding of \$199,578 in matching grants demonstrated that historic preservation is an essential tool for community revitalization, economic development, and job growth. Grants are competitive, with 48 applications reviewed with funding requests totaling \$712,016. Awarded projects include the Barnard General Store, which needs structural and drainage repairs; the 1903 Grand Trunk Railway Station in Brighton and the Eaton House at the Old Stone House Museum in Brownington will get new roofs; the tower lantern and spire of the 1823 Old West Church in Calais will be repaired and painted; and the Town Hall theater in Middlebury will undergo exterior masonry repairs. For the 2019-2020 grant cycle, 43 applications for proposed projects were received, requesting \$633,343; this is a decrease in the requests from the two previous years. Only \$212,982 is available; 14 grant projects were awarded in December 2018 and contracting is underway.

**Federal Rehabilitation Investment Tax Credits (RITC):** This year, eight completed Vermont projects received \$1.2 million in tax incentives resulting in more than \$7.2 million in qualified rehabilitation investment through the employment of contractors and purchasing of materials. Recognizing trends, leadership is partnering with local institutions and private developers to access state and federal resources that will attract investment in housing and economic development projects supporting downtown revitalization. All eight of the projects this year created or rehabilitated housing units, resulting in 37 units of housing. Projects included the Bentley Farm in Arlington, Stark Hose Company No. 1 and H.W. Bradford Hook & Ladder Fire House in Bennington, the Harry Stevens House in Bradford, Conant Distillery in Brandon, the Noyes House in Putney, and the Greenwich Street Duplex in Shaftsbury.

**Certified Local Government (CLG):** This program helps 15 communities survey, protect and use local historic resources by supporting the active role of local preservation commissions. Strafford was added in 2018 as the fifteenth community recognized as a CLG. Supported by federal funding totaling \$59,038, the nine CLG projects in eight communities assisted with the 2018 Historic Preservation and Downtown Conference, a Phase 1 Archaeological Survey of a nature trail, GIS mapping for State Register-listed properties, three National Register nominations and a Multiple Property Documentation Form, a speakers' series, historic building workshop, interpretive kiosk, and map of historic trail system. Outreach has also been focused on new communities to become a CLG, with Swanton recently passing resolutions to seek the designation. For 2019-2020, applications for funding were received from six CLG communities, with the total request of \$62,886. SHPO has pledged \$59,038, which is the required 10% of our expected federal funding.

**Project Reviews:** VDHP reviewed and consulted on 2,075 development projects receiving federal 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. This is a noted increase of 17 percent in the number of projects reviewed from 2017. VDHP staff processed 227 projects under Criterion 8 of Act 250 and submitted complete reviews for 64 projects (16 percent decrease over LY). The Project Review Team completed review on 122 projects under 22 VSA (29 percent increase from LY), and also reviewed 129 renewable energy projects for Title 248 such as solar, hydro and wind installations that require a Certificate of Public Good from the Public Service Board (32 percent increase from LY). Most of these projects are ground-mounted solar facilities on rack systems or tracker framework. The size, scale and scope of this past year's projects continue to feature a range of arrays from 150Kv up to 5MW systems. Two projects between 15-20MW are also under review. Projections indicate the volume of this type of project will likely be maintained over the next few years as the State moves towards meeting long-term renewable energy mandates established by the legislature. Eight Memorandums of Agreement were signed for Section 106 activities. This included SHPO consultation with the Environmental Protection Agency for the proposed demolition of the Robertson Paper Mill in Bellows Falls; the Atkins Field Pavilion and History Trails Project in Hardwick with USDA; Norwich Reservoir Dam in Norwich with the Army Corps of Engineers; and two FERC projects: Gage Hydroelectric in St. Johnsbury and Vergennes Hydroelectric in Vergennes. The review team will continue increasing time spent on FERC relicensing of hydroelectric projects. For 2018 to 2024, we are anticipating 17 concurrent relicensing processes. Many of these licensed projects have not had historic resource survey and identification studies completed and will need them during the study periods of the relicensing. It is likely that most facilities will also need new or updated Historic Property Management Plans. Overall, the Project Review Team continues to maintain a 96 percent completion rate within 30 days.

**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 1,900 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. Since its opening in 2012, VAHC has hosted 2,100 visitors. Attendance was notably low for 2018 due to the construction and partial closings over a six-month period when the building was renovated for the Vermont State Library.

VAHC also serves as the headquarters for Vermont Archaeology Month (VAM), which is held every September. A total of 17 events were held throughout Vermont with 974 total attendees. These totals represent an outstanding overall program given the lack of a dedicated coordinator or paid advertising this year due to a loss of supporting funding from the Vermont Agency of Transportation and the Federal Highway Administration. Events included lectures, demonstrations, hands-on workshops and the 23<sup>rd</sup> annual Atlatl Championship. Working with the University of the Vermont Anthropology Program and the Burack distinguished lecture series, VAM's premier event in 2018 was a lecture given by Dr. Jago Cooper, Head of the Americans section at the British Museum. It was entitled: *The Americas in a New Age of Discovery*. Dr. Cooper highlighted new work he and colleagues are conducting in 3-D reconstruction, virtual and augmented reality, and 3-D reproduction at several sites in Mesoamerica and with the British Museum's collections. He discussed how these techniques not only enable

detailed analyses of fragile or immovable objects or architectural features, but also how it democratizes archaeology and makes it more accessible to people across the world, including the descendant communities of the people being studied. The event was attended by 110 people.

**Roadside Historic Site Markers:** VDHP is charged with approving and overseeing the creation and installation of Vermont Roadside Historic Site Markers. This is the smallest state program with a great reach and overwhelming popularity. The program was established in 1947, with the installation of ten markers the first year. Since then, more than 265 site markers have been placed statewide, with one in Virginia, to commemorate events significant to local communities, the state, and nation. More than fifteen applications for new markers are submitted annually. In 2018, eleven new markers were installed, honoring African American leader Reverend Lemuel Haynes and anti-slavery advocate William Slade, historic town halls, cemeteries where governors and legislators are interred, an automobile raceway, early 19<sup>th</sup> century mill, a park created as city expanded into rural farmland, and the oldest recreational camps and colleges in Vermont. With more than 45 percent of the markers over 35 years of age, funding enables ten markers a year to be restored by the original foundry.

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 as outlined in our Historic Preservation Grant application. 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:

<b>FEDERAL ENVIRONMENTAL REVIEWS COMPLETED</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Properties meeting National Register criteria for which a written eligibility opinion is provided	107	428	181	544	255	411	385
Properties <u>not</u> meeting National Register criteria for which a written eligibility opinion is provided	136	53	84	102	170	1253	1163
Findings of "No Properties" and /or "No Effect" on which written opinions are provided	2036	1420	1879	1281	1136	1447	1669
Other findings of "Effect" on which written opinions are provided	4440	488	144	191	217	346	406
Memoranda of agreement signed	0	8	27	3	15	11	12
Programmatic agreements signed	1	1	0	1	0	1	1

**State-owned Historic Sites:** Our State-owned Historic Sites connect visitors to the places where Vermont’s history happened. There are fourteen sites comprised of 62 buildings and structures serving 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 19<sup>th</sup> century, a monument to a Revolutionary War patriot, and the iconic Bennington Battle Monument – the tallest structure in the state of Vermont. Revenues from admissions, gift shop sales, donations, and rentals provide 44 percent of the sites’ budget. Nearly 63,000 visitors toured the Vermont State Historic Sites during the 2018 season, which runs from April to October.

<b>STATE FISCAL YEAR</b>	<b>ATTENDANCE</b>	<b>ADMISSIONS RECEIPTS</b>	<b>GIFT SHOP RECEIPTS</b>
FY19	62,674	\$230,167	\$203,448
FY18	64,890	\$249,096	\$216,064
FY17	64,334	\$223,805	\$193,074
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. Ten of these are open to recreational divers as Vermont’s Underwater Historic Preserve, with nearly 400 visitors in 2018. Maintenance of all the state-owned historic sites is a priority, ensuring all sites are properly preserved and interpreted, and safe for our visiting public. Conditions studies have been conducted at all the sites to outline maintenance priorities and aid in creating the ten-year maintenance plan as we address deferred maintenance issues and seek to hire a preservation facilities manager. Staffing assignments are being adapted and new contracts completed with the appropriate vendors/contractors to address the issues related to deferred maintenance. Additional funding was granted through the Capital Construction Bill to aid in the daily routine and major maintenance at the Historic Sites. A detailed list of pending projects with professional contractor estimates directs the maintenance priorities undertaken.

**Department of Housing and Community Development**

**COMMISSIONER**

Katie Buckley

**DEPUTY COMMISSIONER**

Josh Hanford

**STAFF: 33**



**SUMMARY OF  
FY 2018 IMPACTS**

**\$17.6 M**

PROGRAM DOLLARS  
INVESTED

**\$502.2 M**

TOTAL DOLLARS  
LEVERAGED

**348**

JOBS CREATED  
OR RETAINED

**5,650**

HOUSING UNITS CREATED  
OR PRESERVED

**FY 2018 MAJOR DEPARTMENT HIGHLIGHTS**

**VERMONT COMMUNITY DEVELOPMENT PROGRAM**

Administers annual federal allocation of Community Development Block Grants through a statewide competitive grant program addressing local needs in the areas of housing, economic development, public infrastructure and services.

\* Based on 2.2 Persons per Household Assisted



**\$8.0 M**

Program Dollars  
Invested



**\$126.9 M**

Total Dollars  
Leveraged



**3,611**

Low-Income Vermonters  
Assisted\*



**426**

Housing Units  
Created or Preserved

**COMMUNITY PLANNING AND REVITALIZATION**

Provides training, technical assistance, and funding, and coordinates regional planning efforts, to help communities incent smart growth and working landscapes to bring new vitality to their community centers.

\*\* Based on Populations of Communities Assisted



**\$6.0 M**

Program Dollars  
Invested



**\$360.6 M**

Total Dollars Leveraged



**362,949**

Vermonters Reached\*\*



**200**

New Jobs Created

**HISTORIC PRESERVATION**

The Division for Historic Preservation (VDHP) is dedicated to identifying, preserving, and interpreting historic resources on behalf of the citizens of the state and promoting them as significant components of our communities.



**\$3.6 M**

Program Dollars  
Invested



**\$14.7 M**

Total Dollars  
Leveraged



**65,948**

Annual Number of  
Visitors at State-owned  
Historic Sites



**41**

Historic Properties  
Assisted

**HOUSING**

Coordinates state housing policy through the VT Housing Council and HUD Consolidated Plan. Administers the statutory requirements of the Mobile Home Park Program and administers the VT Charitable Housing Tax Credit.



**\$72,000**

Program Dollars  
Invested



**\$131,799**

Total Dollars  
Leveraged



**10,881**

Vermonters Served\*



**4,946**

Housing Units  
Preserved

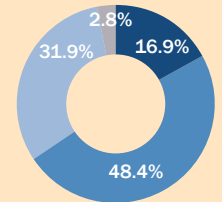
**FY 2020**

PROPOSED GENERAL  
FUND APPROPRIATION

**\$2.8 M**

**BUDGET**

\$16,275,891  
33 STAFF



- \$2,753,913 General Funds
- \$7,883,744 Federal Funds
- \$5,185,233 Special Funds
- \$453,001 All Other Funds

**Department of Housing and Community Development**

**COMMISSIONER**

Katie Buckley

**DEPUTY COMMISSIONER**

Josh Hanford

**STAFF: 13**



**SUMMARY OF  
FY 2018 IMPACTS**

**\$8.0 M**

PROGRAM DOLLARS  
INVESTED

**\$126.9 M**

TOTAL DOLLARS  
LEVERAGED

**148**

JOBS CREATED  
OR RETAINED

**5,372**

HOUSING UNITS CREATED  
OR PRESERVED

**VERMONT COMMUNITY DEVELOPMENT PROGRAM & HOUSING DIVISION (FY 2018 HIGHLIGHTS)**

**AFFORDABLE HOUSING**

Grant funding for affordable housing needs including new construction, rehabilitation, preservation, homeownership, multi-family rental, and mobile home parks.

\* Based on 2.2 Persons per Household Assisted



**\$4.6 M**

Program Dollars  
Invested



**\$89 M**

Total Dollars  
Leveraged



**937**

Vermonters Served\*



**426**

Housing Units  
Created or Preserved

**ECONOMIC DEVELOPMENT GRANTS**

Funding for economic development projects resulting in job creation and retention primarily benefiting low and moderate income residents.



**\$2.3 M**

Program Dollars  
Invested



**\$35.6 M**

Total Dollars  
Leveraged



**148**

Direct Jobs Created  
and Retained



**2**

Businesses Assisted

**PUBLIC FACILITY AND SERVICE GRANTS**

Funding for infrastructure, health and safety, public access, and public services needs primarily benefiting low and moderate income residents.



**\$901,000**

Program Dollars  
Invested



**\$2.1 M**

Total Dollars  
Leveraged



**2,526**

Vermonters Served by  
Improved Facilities



**9**

Communities Served

**PLANNING GRANTS**

Funding for planning needs in one or more of the VCDP areas of eligibility: housing, economic development, public facilities, and services.

\*\* Based on Populations of Communities Assisted



**\$130,500**

Program Dollars  
Invested



**\$25,336**

Total Dollars  
Leveraged



**36,273**

Vermonters Reached\*\*



**5**

Communities Served

**MOBILE HOME PARK PROGRAM**

Coordinates state housing policy. Administers the statutory requirements of the Mobile Home Park Program and administers the VT Charitable Housing Tax Credit.



**\$72,000**

Program Dollars  
Invested



**\$131,799**

Total Dollars  
Leveraged



**10,881**

Vermonters Served\*



**4,946**

Housing Units  
Preserved

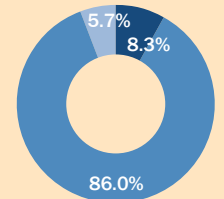
**FY 2020**

PROPOSED GENERAL  
FUND APPROPRIATION

**\$705,922**

**BUDGET**

\$8,481,453  
13 STAFF



- \$705,922 General Funds
- \$7,295,200 Federal Funds
- \$480,331 Special Funds



**Department of Housing and Community Development**

**COMMISSIONER**

Katie Buckley

**DEPUTY COMMISSIONER**

Josh Hanford

**STAFF: 6**



**SUMMARY OF  
FY 2018 IMPACTS**

**\$6.0 M**

PROGRAM DOLLARS  
INVESTED

**\$360.6 M**

TOTAL DOLLARS  
LEVERAGED

**200**

JOBS CREATED  
OR RETAINED

**213**

HOUSING UNITS CREATED  
OR PRESERVED

**COMMUNITY PLANNING AND REVITALIZATION (ANNUAL HIGHLIGHTS)**

**DOWNTOWN AND VILLAGE  
CENTER TAX CREDITS**

The tax incentives support new construction and encourage investments to make older and historic buildings safe and accessible.



**\$2.8 M**

Program Dollars  
Invested



**\$324 M**

Total Dollars  
Leveraged



**21**

Tax Credit Projects



**213**

Housing Units  
Created or Preserved

**DOWNTOWN  
TRANSPORTATION FUND**

The Downtown Transportation Fund improves sidewalks and other public spaces and stimulates private investment.

*All data for calendar year 2018*



**\$334,274**

Program Dollars  
Invested



**\$625,128**

Total Dollars  
Leveraged



**30,967**

Vermonters Served\*



**5**

Communities Served

**DOWNTOWN PROGRAM**

The Downtown Program provides communities with financial incentives, training, and technical assistance supporting local efforts to encourage economic development.

*All Data for calendar year 2017*



**\$2.4 M**

Program Dollars  
Invested



**\$35.9 M**

Total Dollars  
Leveraged



**192,097**

Vermonters Reached\*\*



**200**

Net New Jobs Created

**MUNICIPAL PLANNING  
GRANTS**

Municipal Planning Grants support local planning and community revitalization initiatives that build strong communities and improve Vermonters' quality of life.



**\$450,265**

Program Dollars  
Invested



**\$115,095**

Total Dollars  
Leveraged



**139,885**

Vermonters Reached\*\*



**38**

Communities Served

**REGIONAL PLANNING  
COMMISSIONS**

Twelve Regional Planning Commissions partner with the State to provide technical assistance, access to state programs and resources, and local expertise.



**\$2.9 M**

Program Dollars  
Invested



**\$8 M**

Total Dollars  
Leveraged



**625,741**

Vermonters Reached\*\*



**262**

Communities Served

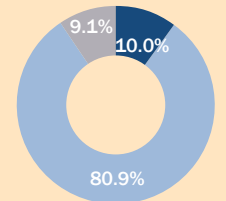
**FY 2020**

PROPOSED GENERAL  
FUND APPROPRIATION

**\$500,347**

**BUDGET**

\$4,979,213  
6 STAFF



- \$500,347 General Funds
- \$4,025,865 Special Funds
- \$453,001 Other Funds

\* Based on 2.2 Persons per Household Assisted

\*\*Based on Populations of Communities Assisted



**Department of Housing and Community Development**

**COMMISSIONER**  
Katie Buckley

**DEPUTY COMMISSIONER**  
Josh Hanford

**STAFF: 14**  


**SUMMARY OF  
FY 2018 IMPACTS**

**\$3.6 M**  
PROGRAM DOLLARS  
INVESTED

**\$14.7 M**  
TOTAL DOLLARS  
LEVERAGED

**124,976**  
PERSONS SERVED

**65**  
HOUSING UNITS CREATED  
OR PRESERVED

**HISTORIC PRESERVATION (FY 2018 HIGHLIGHTS)**

**REHABILITATION INVESTMENT TAX CREDITS**  
The largest federal program supporting preservation, Historic Tax Credits generate jobs, enhance property values, create affordable housing, and are the most effective programs to promote preservation and community development.

  
**\$1.8 M**  
Program Dollars Invested

  
**\$11.8 M**  
Total Dollars Leveraged

  
**143**  
Vermonters Served

  
**65**  
Housing Units Created or Preserved

**CAPITAL GRANT PROGRAMS**  
Provided through the Capital Construction Budget, grants provide funds for preservation of municipal buildings, historic agricultural buildings (barn grants), and open the underwater preserves in Lake Champlain.

  
**\$626,864**  
Program Dollars Invested

  
**\$2.4 M**  
Total Dollars Leveraged

  
**58,885**  
Vermonters Reached

  
**82**  
Communities Served

**STATE-OWNED HISTORIC SITES**  
The Historic Sites Program encourages the discovery and appreciation of the state's rich heritage through the stewardship and interpretation of historic sites that evoke an authentic sense of time and place.

  
**\$1.2 M**  
Program Dollars Invested

  
**\$508,641**  
Total Dollars Leveraged

  
**65,948**  
Annual Number of Visitors at State-owned Historic Sites

  
**83**  
Buildings Owned or Stewarded

**PROJECT REVIEW**  
VDHP has a team of 5 reviewing a project's potential impacts to historic buildings, districts, landscapes, and archaeological resources. Reviews are required for projects involving federal funding (Section 106), state involvement (22 VSA chap 14), and Certificates of Public Good.

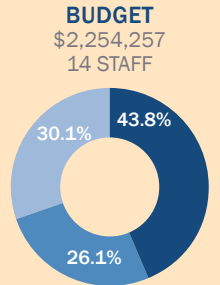
  
**261**  
Act 250 Projects Reviewed

  
**52**  
Solar, Wind and Energy Projects Reviewed

  
**94%**  
Project Reviews Completed within 30-day Statutory Deadline

  
**2,075**  
Project Applications Cleared

**FY 2020**  
PROPOSED GENERAL FUND APPROPRIATION  
**\$986,676**



- \$986,676 General Funds
- \$588,544 Federal Funds
- \$679,037 Special Funds

**State of Vermont**

**FY2020 Governor's Recommended Budget: Department Program Profile**

**Organization: 7110010000 - Housing and community development**

**DEPARTMENT: HOUSING AND COMMUNITY DEVELOPMENT**

	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
<b>ADMINISTRATION</b>								
FY 2018 expenditures	Oversees the human, technical and financial resources of the Department. A Long with their statutory duties, the Commissioner and Deputy Commissioner represent the Governor and Agency Secretary on a number of boards and commissions as well as serve as the public face of the Department. The General Counsel provides legal expertise for the Department as well as additional support for the Agency's General Counsel. The Executive Assistant provides administrative support to the Commissioner, Deputy and the entire Department as well as scheduling, meeting coordination and limited administrative support for the Agency Secretary and Deputy Secretary.	539,075		16,349		555,424	4	
FY 2019 estimated expenditures		530,359		3,820		534,179	4	
FY 2020 budget request		560,969		20,418		581,387	4	
<b>VERMONT COMMUNITY DEVELOPMENT PROGRAM</b>								
FY 2018 expenditures	The Vermont Community Development Program (VCDP) administers and assists municipalities' participation in the federal Community Development Block Grant program(CDBG) which funds over \$6.5 million of housing, economic development, public facility and public services projects to benefit persons of lower income. VCDP consists of two teams that work collaboratively together: CD and Grants Management (GM). The CD Team provides up front program education and guidance as well as financial and technical assistance, to participants from application inception, through award to grant agreement. The Grants Management team assists grantees in compliance with requirements of CDBG as well as other federal & state programs administered by the Agency: Disaster Recovery, Neighborhood Stabilization Programs, HOME, Regional Planning Grants and Historic Preservation grants. GM is responsible for monitoring compliance and reporting to HUD and OMB for federal awards currently in excess of \$70 million. VCDP FY19 highlight: \$40M CDBG Disaster Recovery funding used to help over 100 communities recover from Tropical Storm Irene will close out.	492,800	1,184	9,634,807		10,128,791	8	9,250,199
FY 2019 estimated expenditures		410,390	400,000	6,759,600		7,569,990	8	6,726,320
FY 2020 budget request		510,340	400,831	6,992,860		7,904,031	8	7,086,075

<b>DEPARTMENT: HOUSING AND COMMUNITY DEVELOPMENT</b>								
	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
<b>COMMUNITY PLANNING &amp; REVITALIZATION</b>								
FY 2018 expenditures	Provides training, technical assistance and funding to help local leaders plan and implement projects that bring new vitality to their community. Administers \$8.1M in grants, tax credits and sales tax reallocations; municipal planning grants, electric vehicle charging station grants, and funding for the 11 Regional Planning Commissions. Offers matching grants to municipalities in designated downtowns for transportation-related and clean water infrastructure improvements that support economic development.	388,016	3,769,946			4,157,962	5	3,535,694
FY 2019 estimated expenditures		563,306	3,925,865		30,000	4,519,171	6	3,947,050
FY 2020 budget request		500,347	4,025,865		453,001	4,979,213	6	4,296,245
<b>HISTORIC PRESERVATION</b>								
FY 2018 expenditures	The Vermont Division for Historic Preservation (VDHP) is dedicated to identifying, preserving, and interpreting historic resources on behalf of the state and promoting them as significant components of our communities. VDHP encourages preservation projects through local and statewide partnerships, educational outreach, State and National Registers listings, and grant and tax credit programs. This involves coordination of public and private preservation efforts through federal and state programs. Interprets and maintains 24 state-owned historic sites with 82 buildings and structures, as well as 10 underwater preserves.	1,031,316	551,173	674,967	77,302	2,334,759	15	51,714
FY 2019 estimated expenditures		1,052,983	586,391	714,989	60,751	2,415,114	14	160,769
FY 2020 budget request		986,676	679,037	588,544		2,254,257	13	59,038
<b>HOUSING</b>								
FY 2018 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 assists with HOME program administration. Also tasked with staffing the Rental Housing Advisory Board created by Act 188 during the 2018 legislative session.	169,224	77,801	276,673		523,697	2	320,353
FY 2019 estimated expenditures		203,259	79,500	269,362		552,121	2	332,989
FY 2020 budget request		195,581	79,500	281,922		557,003	2	331,692
	<b>FY 2018 expenditures</b>	<b>2,620,431</b>	<b>4,400,104</b>	<b>10,602,796</b>	<b>77,302</b>	<b>17,700,633</b>	<b>34</b>	<b>13,157,959</b>
	<b>FY 2019 estimated expenditures</b>	<b>2,760,297</b>	<b>4,991,756</b>	<b>7,747,771</b>	<b>90,751</b>	<b>15,590,575</b>	<b>34</b>	<b>11,167,128</b>
	<b>FY 2020 budget request</b>	<b>2,753,913</b>	<b>5,185,233</b>	<b>7,883,744</b>	<b>453,001</b>	<b>16,275,891</b>	<b>33</b>	<b>11,773,050</b>

**FY 2020 GOVERNOR'S BUDGET RECOMMENDATIONS - PROGRAM PERFORMANCE MEASURES BUDGET**

PROGRAM INFORMATION		
1	AGENCY NAME:	Commerce and Community Development
2	DEPARTMENT NAME:	Housing and Community Development
3	DIVISION NAME:	Historic Preservation
4	PROGRAM NAME:	Vermont State-Owned Historic Sites
5	PROGRAM NUMBER (if used)	

FY20 PROGRAM BUDGET			
6	PRIMARY APPROPRIATION #	7110010000	
7	FY 2020 Appropriation \$\$\$	\$16,275,891.00	
8	Portion (\$\$\$) of Appropriation Dedicated to Program	\$1,054,930.00	
			SECONDARY APPROPRIATION #
9	Program Budget Amounts from other appropriation:	\$300,000.00	1708400511
10	Program Budget Amounts from other appropriation:		
11	Program Budget Amounts from other appropriation:		
12	Program Budget Amounts from other appropriation:		
13	Program Budget Amounts from other appropriation:		
14	TOTAL PROGRAM BUDGET FY 2020	\$1,354,930.00	

FY18 PROGRAM ACTUALS			
	Fund	\$\$\$	Code
15	GF	\$610,472.00	10000
16	TF		20105
17	EF		20205
18	SF	\$537,037.00	21325
19	FF		22005
20	GC		20405
21	OTHER	\$35,568.00	21500
22	TOTAL ACTUAL FY18	\$1,183,077.00	

PROGRAM PERFORMANCE			
23	POPULATION-LEVEL OUTCOME: (3 VSA § 2311 (c))	(1) Vermont has a prosperous economy.	24 STRATEGIC OUTCOME: State Strategic Plan (1) Grow the economy.
25	POPULATION-LEVEL INDICATOR: (3 VSA 2311 (c) from 2014 Act 186)		26 BREAKTHROUGH INDICATOR: State Strategic Plan
<p><i>An Indicator is: A measurable condition of well-being for children, adults, families, communities. Examples: violent crime rate; median house price; unemployment rate; % of electric generation from renewable sources; % registered voters voting in general election; % structurally deficient bridges; etc. Not all performance measures have measurable Indicators, although the performance measure may well inform the ultimate Outcome and/or the state of the Outcome..</i></p>			

	Performance Measure	Unit of Measure	Type	2015 Value	2016 Value	2017 Value	2018 Value	2019 Projection	2020 Forecast
27	Number of visitors to state-owned historic sites		1. How much did we do?	63,572	64,931	63,365	64,157	65,000	65,000
28	Revenue from gift shop and admission		3. Is anyone better off?	\$473,770	\$500,896	\$500,858	\$520,792	\$525,000	\$535,000
29	Number of Historic Sites Maintenance projects completed		1. How much did we do?	10	19	34	40	40	45
30			select from drop down						
31			select from drop down						

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.	
32	<p>The mission of the Vermont State-owned Historic Sites Program, which is part of the Vermont Division for Historic Preservation, is to encourage the discovery and appreciation of the state's rich heritage through the stewardship and interpretation of historic sites that evoke an authentic sense of time and place. The Vermont State-owned Historic Sites Program supports the Executive and Agency goals and priorities to make Vermont more affordable and grow the economy. The program and funding promote the public's knowledge and use of historic sites and resources; furthering a stronger sense of the environment, history and community; and strengthening stewardship of public and private historic assets. The historic sites have welcomed 1,454,264 visitors from Vermont, across the United States, and around the world since 1999. The Program includes 83 state-owned historic resources located throughout Vermont; ten sites with 62 resources are open to the public for touring, education, and community events/meetings. These historic sites speak to not only the historic context and architectural heritage of Vermont, but also to our national history, with the homes of U.S. senators and presidents. Our historic sites teach the public about the Revolutionary War, War of 1812, emancipation of slaves, architecture from the 18th through 20th centuries, agriculture and working landscapes, Native Americans, education, and our state's progressive 1777 Constitution. What our visitors learn at these historic sites, they take with them when they return to their Vermont homes or beyond our state's borders. These stories cannot be told without the buildings, sites, structures, and objects where the events actually occurred, and their preservation/maintenance is essential to enable that education, tourism, and celebration. The funding provided through the Capital Construction Budget covers the maintenance at state-owned historic sites statewide, including routine, preventive, emergency, deferred, ongoing, and major maintenance activities. This allows the admissions fees to be affordable for all Vermont residents and visitors; admission is free to school-aged children and active military. The historic sites grow the economy with the employment of five permanent and 56 seasonal employees, with vendors and contractors engaged for more than 50 construction projects annually. Maintenance projects are strategically planned and prioritized with conditions assessments and engineering reports.</p>

# Department of Economic Development

Joan Goldstein, Commissioner

Brett Long, Deputy Commissioner

Economic Development	\$ 10,141,110
FY 2020 Governor's Recommend	\$ 10,141,110

## Fiscal Year 2020 Budget Changes by Dept. - Economic Development By Fund

	General \$\$	Special \$\$	Federal \$\$	Interdept'l Transfer \$\$	Total \$\$
<b>Approp #1, Economic Development FY 2019 Approp</b>	4,563,197	2,625,350	2,782,285	0	9,970,832
					-
<b>Approp #1, FY 2019 Approp Amended</b>	4,563,197	2,625,350	2,782,285	-	9,970,832
<b><u>Personal Services</u></b>					
Salary/Benefit - base increase	89,696	11,028	187,335		288,059
Salary/Benefit net increase covered by operating & grant reductions	87,155				87,155
Other Personal Services - DOL Apprenticeship Expansion Program				45,000	45,000
Workers Compensation - base increase	1,100	58	719		1,877
Vacancy Turnover Savings	(25,318)		(3,960)		(29,278)
Contracted Service: DOD: Economic Adjustment Assistance Federal Award Increase- Additive Manufacturing Partnership			146,100		146,100
Contracted 3rd Party Services	400	(25,381)	400		(24,581)
<b>Total Personal Services Change</b>	<b>153,033</b>	<b>(14,295)</b>	<b>330,594</b>	<b>45,000</b>	<b>514,332</b>
<b><u>Operating</u></b>					
Internal Service Fees - base increase (Insurances, VISION, ADS Allocated Fee)	14,501	12,182	8,574		35,257
Service Level Agreement (SLA)	3,191				3,191
ACCD-Admin transfer to meet additional operating expenses (Agency net neutral)	75,000				75,000
Net Operating changes	(40,148)	2,113	124,169		86,134
<b>Total Operating Change</b>	<b>52,544</b>	<b>14,295</b>	<b>132,743</b>	<b>-</b>	<b>199,582</b>
<b><u>Grants</u></b>					
Grant reduction - Job Zones	(1,380)				(1,380)
Grant reduction - Brattleboro Development Credit Corporation (aka SeVEDS)	(25,000)				(25,000)
Grant reduction - Entergy Windham Cty Econ Dev Fund (21898) Reduction due to use of Cash Receipts		(1,000,000)			(1,000,000)
Grant increase - Newport Economic Development EB-5 Settlement (\$20,000 per year for 5 years). Misc Fines & Fees Special Fund (21054).		20,000			20,000
Grant increase - EPA Brownfield Assessment & Cleanup Award			500,000		500,000
Grant decrease - SBA State Trade & Export Promotion (Int'l Trade - STEP) - program shift from grants to operating (trade shows).			(37,256)		(37,256)
<b>Total Grants Change</b>	<b>(26,380)</b>	<b>(980,000)</b>	<b>462,744</b>	<b>-</b>	<b>(543,636)</b>
					-
<b>Total Additions/(Reductions) FY 2020 to reach Gov Rec</b>	<b>179,197</b>	<b>(980,000)</b>	<b>926,081</b>	<b>45,000</b>	<b>170,278</b>
<b>Approp #1 FY 2020 Governor Recommend</b>	<b>4,742,394</b>	<b>1,645,350</b>	<b>3,708,366</b>	<b>45,000</b>	<b>10,141,110</b>

**State of Vermont**  
**FY2020 Governor's Recommended Budget: Rollup Report**

**Organization: 7120010000 - Economic Development**

**Budget Object Group: 1. PERSONAL SERVICES**

<b>Budget Object Rollup Name</b>	<b>FY2018 Actuals</b>	<b>As Passed Budget</b>	<b>Governor's BAA</b>	<b>Governor's</b>	<b>FY2020 Governor's</b>	<b>FY2020 Governor's</b>
Salaries and Wages	1,168,103	1,191,940	1,191,940	1,463,259	271,319	22.8%
Fringe Benefits	523,925	576,536	576,536	760,811	184,275	32.0%
Contracted and 3rd Party Service	402,179	1,565,612	1,565,612	1,687,131	121,519	7.8%
PerDiem and Other Personal Services	3,150	178,612	178,612	115,831	(62,781)	-35.1%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>2,097,358</b>	<b>3,512,700</b>	<b>3,512,700</b>	<b>4,027,032</b>	<b>514,332</b>	<b>14.6%</b>

**Budget Object Group: 2. OPERATING**

<b>Budget Object Rollup Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
Equipment	8,774	16,430	16,430	9,000	(7,430)	-45.2%
IT/Telecom Services and Equipment	53,136	62,483	62,483	81,823	19,340	31.0%
Travel	102,764	172,028	172,028	137,516	(34,512)	-20.1%
Supplies	32,632	17,820	17,820	16,970	(850)	-4.8%
Other Purchased Services	627,024	592,304	592,304	827,695	235,391	39.7%
Other Operating Expenses	2,733	3,947	3,947	3,000	(947)	-24.0%
Rental Other	4,583	3,500	3,500	4,500	1,000	28.6%
Rental Property	2,241	5,128	5,128	200	(4,928)	-96.1%
Property and Maintenance	1,682	1,940	1,940	800	(1,140)	-58.8%
Repair and Maintenance Services	11,087	12,480	12,480	12,975	495	4.0%
Rentals	5,875	15,337	15,337	8,500	(6,837)	-44.6%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>852,530</b>	<b>903,397</b>	<b>903,397</b>	<b>1,102,979</b>	<b>199,582</b>	<b>22.1%</b>



**Budget Object Group: 3. GRANTS**

<b>Budget Object Rollup Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
Grants Rollup	4,612,292	5,554,735	5,579,735	5,011,099	(543,636)	-9.8%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>4,612,292</b>	<b>5,554,735</b>	<b>5,579,735</b>	<b>5,011,099</b>	<b>(543,636)</b>	<b>-9.8%</b>

<b>Total Expenses</b>	<b>7,562,180</b>	<b>9,970,832</b>	<b>9,995,832</b>	<b>10,141,110</b>	<b>170,278</b>	<b>1.7%</b>
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<b>Fund Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
General Funds	4,772,286	4,563,197	4,588,197	4,742,394	179,197	3.9%
Special Fund	1,543,969	2,625,350	2,625,350	1,645,350	(980,000)	-37.3%
Federal Funds	1,245,924	2,782,285	2,782,285	3,708,366	926,081	33.3%
IDT Funds	0	0	0	45,000	45,000	0.0%
<b>Funds Total</b>	<b>7,562,180</b>	<b>9,970,832</b>	<b>9,995,832</b>	<b>10,141,110</b>	<b>170,278</b>	<b>1.7%</b>

Position Count				22		
FTE Total				22		

**State of Vermont**  
**FY2020 Governor's Recommended Budget: Detail Report**

Organization: 7120010000 - Economic Development

**Budget Object Group: 1. PERSONAL SERVICES**

<b>Salaries and Wages</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Classified Employees	500000	1,164,436	839,466	839,466	1,071,715	232,249	27.7%
Exempt	500010	0	344,220	344,220	473,450	129,230	37.5%
Other Regular Employees	500020	0	60,882	60,882	0	(60,882)	-100.0%
Overtime	500060	3,667	7,000	7,000	7,000	0	0.0%
Vacancy Turnover Savings	508000	0	(59,628)	(59,628)	(88,906)	(29,278)	49.1%
<b>Total: Salaries and Wages</b>		<b>1,168,103</b>	<b>1,191,940</b>	<b>1,191,940</b>	<b>1,463,259</b>	<b>271,319</b>	<b>22.8%</b>

<b>Fringe Benefits</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
FICA - Classified Employees	501000	85,511	68,875	68,875	81,986	13,111	19.0%
FICA - Exempt	501010	0	26,333	26,333	36,219	9,886	37.5%
Health Ins - Classified Empl	501500	230,823	200,288	200,288	237,700	37,412	18.7%
Health Ins - Exempt	501510	0	50,667	50,667	76,229	25,562	50.5%
Retirement - Classified Empl	502000	187,160	169,523	169,523	232,005	62,482	36.9%
Retirement - Exempt	502010	0	36,090	36,090	63,612	27,522	76.3%
Dental - Classified Employees	502500	12,062	12,992	12,992	14,501	1,509	11.6%
Dental - Exempt	502510	0	2,436	2,436	4,265	1,829	75.1%
Life Ins - Classified Empl	503000	3,544	3,858	3,858	4,020	162	4.2%
Life Ins - Exempt	503010	0	332	332	1,628	1,296	390.4%
LTD - Classified Employees	503500	529	144	144	0	(144)	-100.0%
LTD - Exempt	503510	0	630	630	1,089	459	72.9%
EAP - Classified Empl	504000	516	480	480	527	47	9.8%
EAP - Exempt	504010	0	90	90	155	65	72.2%

Employee Tuition Costs	504530	0	0	0	1,200	1,200	0.0%
Workers Comp - Ins Premium	505200	3,710	3,798	3,798	5,675	1,877	49.4%
Catamount Health Assessment	505700	69	0	0	0	0	0.0%
<b>Total: Fringe Benefits</b>		<b>523,925</b>	<b>576,536</b>	<b>576,536</b>	<b>760,811</b>	<b>184,275</b>	<b>32.0%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Contracted and 3rd Party Service</b>							
Description	Code						
Contr & 3Rd Party - Financial	507100	0	80,000	80,000	68,619	(11,381)	-14.2%
Contr & 3Rd Party - Legal	507200	2,541	6,000	6,000	0	(6,000)	-100.0%
Contr&3Rd Pty-Educ & Training	507350	60,843	1,350,000	1,350,000	148,500	(1,201,500)	-89.0%
IT Contracts - Servers	507543	13,500	16,500	16,500	18,500	2,000	12.1%
Contr-Compsoftware-Sysdevelop	507553	0	38,112	38,112	0	(38,112)	-100.0%
Advertising/Marketing-Other	507563	223,095	75,000	75,000	61,000	(14,000)	-18.7%
IT Contracts - Application Development	507565	11,338	0	0	38,112	38,112	0.0%
Other Contr and 3Rd Pty Serv	507600	90,863	0	0	1,352,400	1,352,400	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>402,179</b>	<b>1,565,612</b>	<b>1,565,612</b>	<b>1,687,131</b>	<b>121,519</b>	<b>7.8%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>PerDiem and Other Personal Services</b>							
Description	Code						
Per Diem	506000	3,150	3,800	3,800	3,500	(300)	-7.9%
Other Pers Serv	506200	0	174,812	174,812	112,331	(62,481)	-35.7%
<b>Total: PerDiem and Other Personal Services</b>		<b>3,150</b>	<b>178,612</b>	<b>178,612</b>	<b>115,831</b>	<b>(62,781)</b>	<b>-35.1%</b>

<b>Total: 1. PERSONAL SERVICES</b>		<b>2,097,358</b>	<b>3,512,700</b>	<b>3,512,700</b>	<b>4,027,032</b>	<b>514,332</b>	<b>14.6%</b>
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**Budget Object Group: 2. OPERATING**

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Equipment</b>							
Description	Code						
Hardware - Desktop & Laptop Pc	522216	6,997	16,430	16,430	9,000	(7,430)	-45.2%
Hw - Printers,Copiers,Scanners	522217	427	0	0	0	0	0.0%
Software - Desktop	522286	428	0	0	0	0	0.0%
Furniture & Fixtures	522700	921	0	0	0	0	0.0%
<b>Total: Equipment</b>		<b>8,774</b>	<b>16,430</b>	<b>16,430</b>	<b>9,000</b>	<b>(7,430)</b>	<b>-45.2%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>IT/Telecom Services and Equipment</b>							
Description	Code						
Telecom-Toll Free Phone Serv	516657	89	150	150	100	(50)	-33.3%
Telecom-Conf Calling Services	516658	31	890	890	100	(790)	-88.8%
Telecom-Wireless Phone Service	516659	5,903	5,260	5,260	8,250	2,990	56.8%
ADS Enterp App Supp SOV Emp Exp	516660	20,137	36,015	36,015	39,206	3,191	8.9%
It Intsvccost-Vision/Isdassess	516671	1,234	1,204	1,204	1,402	198	16.4%
ADS Centrex Exp.	516672	244	2,071	2,071	1,713	(358)	-17.3%
It Inter Svc Cost User Support	516678	0	0	0	0	0	0.0%
ADS Allocation Exp.	516685	19,994	16,593	16,593	26,166	9,573	57.7%
Hw-Personal Mobile Devices	522258	5,504	300	300	4,886	4,586	1,528.7%
<b>Total: IT/Telecom Services and Equipment</b>		<b>53,136</b>	<b>62,483</b>	<b>62,483</b>	<b>81,823</b>	<b>19,340</b>	<b>31.0%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Other Operating Expenses</b>							
Description	Code						
Single Audit Allocation	523620	2,044	3,947	3,947	3,000	(947)	-24.0%
Registration & Identification	523640	434	0	0	0	0	0.0%
Bank Service Charges	524000	255	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>2,733</b>	<b>3,947</b>	<b>3,947</b>	<b>3,000</b>	<b>(947)</b>	<b>-24.0%</b>

<b>Other Purchased Services</b>		<b>FY2019 Original FY2018 Actuals As Passed Budget</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Insurance Other Than Empl Bene	516000	13,871	18,053	18,053	22,440	4,387	24.3%
Insurance - General Liability	516010	2,913	3,826	3,826	24,903	21,077	550.9%
Dues	516500	14,230	8,576	8,576	72,000	63,424	739.6%
Telecom-Mobile Wireless Data	516623	6,973	8,200	8,200	7,500	(700)	-8.5%
Telecom-Telephone Services	516652	882	775	775	900	125	16.1%
Advertising-Print	516813	137,606	135,500	135,500	116,395	(19,105)	-14.1%
Advertising-Web	516814	15,357	51,161	51,161	140,000	88,839	173.6%
Advertising-Other	516815	519	12,088	12,088	0	(12,088)	-100.0%
Advertising - Job Vacancies	516820	2,260	0	0	500	500	0.0%
Trade Shows & Events	516870	318,952	258,562	258,562	318,905	60,343	23.3%
Giveaways	516871	0	0	0	0	0	0.0%
Sponsorships	516872	38,624	31,500	31,500	7,000	(24,500)	-77.8%
Photography	516875	0	2,000	2,000	9,000	7,000	350.0%
Printing and Binding	517000	624	850	850	650	(200)	-23.5%
Printing & Binding-Bgs Copy Ct	517005	2,640	400	400	1,025	625	156.3%
Printing-Promotional	517010	1,845	2,600	2,600	300	(2,300)	-88.5%
Registration For Meetings&Conf	517100	16,737	19,900	19,900	40,156	20,256	101.8%
Postage	517200	581	80	80	100	20	25.0%
Postage - Bgs Postal Svcs Only	517205	111	730	730	300	(430)	-58.9%
Freight & Express Mail	517300	2,717	10,115	10,115	2,550	(7,565)	-74.8%
Instate Conf, Meetings, Etc	517400	766	0	0	600	600	0.0%
Other Purchased Services	519000	45,387	26,038	26,038	60,971	34,933	134.2%
<b>Total: Other Purchased Services</b>		<b>627,024</b>	<b>592,304</b>	<b>592,304</b>	<b>827,695</b>	<b>235,391</b>	<b>39.7%</b>

<b>Property and Maintenance</b>		<b>FY2019 Original FY2018 Actuals As Passed Budget</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Repair & Maint - Office Tech	513010	1,682	1,940	1,940	800	(1,140)	-58.8%
Other Repair & Maint Serv	513200	0	0	0	0	0	0.0%
<b>Total: Property and Maintenance</b>		<b>1,682</b>	<b>1,940</b>	<b>1,940</b>	<b>800</b>	<b>(1,140)</b>	<b>-58.8%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Rental Other</b>							
Description	Code						
Rental - Other	515000	4,583	3,500	3,500	4,500	1,000	28.6%
<b>Total: Rental Other</b>		<b>4,583</b>	<b>3,500</b>	<b>3,500</b>	<b>4,500</b>	<b>1,000</b>	<b>28.6%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Rental Property</b>							
Description	Code						
Rent Land&Bldgs-Non-Office	514010	2,241	5,128	5,128	200	(4,928)	-96.1%
<b>Total: Rental Property</b>		<b>2,241</b>	<b>5,128</b>	<b>5,128</b>	<b>200</b>	<b>(4,928)</b>	<b>-96.1%</b>

		FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Supplies</b>							
Description	Code						
Office Supplies	520000	2,562	2,950	2,950	2,120	(830)	-28.1%
Gasoline	520110	979	2,070	2,070	1,250	(820)	-39.6%
Other General Supplies	520500	25	100	100	200	100	100.0%
It & Data Processing Supplies	520510	1,372	1,000	1,000	700	(300)	-30.0%
Food	520700	67	0	0	0	0	0.0%
Books&Periodicals-Library/Educ	521500	75	0	0	0	0	0.0%
Subscriptions	521510	11,046	6,500	6,500	4,800	(1,700)	-26.2%
Subscriptions Other Info Serv	521515	16,506	5,200	5,200	7,900	2,700	51.9%
<b>Total: Supplies</b>		<b>32,632</b>	<b>17,820</b>	<b>17,820</b>	<b>16,970</b>	<b>(850)</b>	<b>-4.8%</b>

		FY2019 Original		FY2019	FY2020	Difference Between	Percent Change
		FY2018 Actuals As Passed Budget		Governor's BAA	Governor's	FY2020 Governor's	FY2020 Governor's
				Recommended	Recommended	Recommend and	Recommend and
				Budget	Budget	FY2019 As Passed	FY2019 As Passed
<b>Travel</b>							
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	17,901	11,123	11,123	17,850	6,727	60.5%
Travel-Inst-Other Transp-Emp	518010	2,339	3,050	3,050	2,580	(470)	-15.4%
Travel-Inst-Meals-Emp	518020	226	150	150	200	50	33.3%
Travel-Inst-Lodging-Emp	518030	2,384	2,700	2,700	2,170	(530)	-19.6%
Travel-Inst-Incidentals-Emp	518040	277	280	280	575	295	105.4%
Travel-Inst-Auto Mileage-Nonemp	518300	3,997	4,200	4,200	3,921	(279)	-6.6%
Travel-Outst-Auto Mileage-Emp	518500	3,537	8,180	8,180	11,200	3,020	36.9%
Travel-Outst-Other Trans-Emp	518510	25,191	54,324	54,324	35,734	(18,590)	-34.2%
Travel-Outst-Meals-Emp	518520	5,588	11,400	11,400	11,350	(50)	-0.4%
Travel-Outst-Lodging-Emp	518530	37,367	68,057	68,057	44,186	(23,871)	-35.1%
Travel-Outst-Incidentals-Emp	518540	3,958	8,564	8,564	7,750	(814)	-9.5%
<b>Total: Travel</b>		<b>102,764</b>	<b>172,028</b>	<b>172,028</b>	<b>137,516</b>	<b>(34,512)</b>	<b>-20.1%</b>

		FY2019 Original		FY2019	FY2020	Difference Between	Percent Change
		FY2018 Actuals As Passed Budget		Governor's BAA	Governor's	FY2020 Governor's	FY2020 Governor's
				Recommended	Recommended	Recommend and	Recommend and
				Budget	Budget	FY2019 As Passed	FY2019 As Passed
<b>Repair and Maintenance Services</b>							
Description	Code						
Software-Repair&Maint-Servers	513056	11,087	12,480	12,480	12,975	495	4.0%
<b>Total: Repair and Maintenance Services</b>		<b>11,087</b>	<b>12,480</b>	<b>12,480</b>	<b>12,975</b>	<b>495</b>	<b>4.0%</b>

		FY2019 Original		FY2019	FY2020	Difference Between	Percent Change
		FY2018 Actuals As Passed Budget		Governor's BAA	Governor's	FY2020 Governor's	FY2020 Governor's
				Recommended	Recommended	Recommend and	Recommend and
				Budget	Budget	FY2019 As Passed	FY2019 As Passed
<b>Rentals</b>							
Description	Code						
Software-License-Servers	516557	5,155	0	0	5,200	5,200	0.0%
Software-License-DeskLaptop PC	516559	720	15,337	15,337	3,300	(12,037)	-78.5%
<b>Total: Rentals</b>		<b>5,875</b>	<b>15,337</b>	<b>15,337</b>	<b>8,500</b>	<b>(6,837)</b>	<b>-44.6%</b>
<b>Total: 2. OPERATING</b>		<b>852,530</b>	<b>903,397</b>	<b>903,397</b>	<b>1,102,979</b>	<b>199,582</b>	<b>22.1%</b>

**Budget Object Group: 3. GRANTS**

<b>Grants Rollup</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Grants To Municipalities	550000	6,210	4,830	4,830	3,450	(1,380)	-28.6%
Grants	550220	1,202,812	0	0	1,266,104	1,266,104	0.0%
Other Grants	550500	3,403,270	5,549,905	5,574,905	3,741,545	(1,808,360)	-32.6%
<b>Total: Grants Rollup</b>		<b>4,612,292</b>	<b>5,554,735</b>	<b>5,579,735</b>	<b>5,011,099</b>	<b>(543,636)</b>	<b>-9.8%</b>
<b>Total: 3. GRANTS</b>		<b>4,612,292</b>	<b>5,554,735</b>	<b>5,579,735</b>	<b>5,011,099</b>	<b>(543,636)</b>	<b>-9.8%</b>
<b>Total Expenses:</b>		<b>7,562,180</b>	<b>9,970,832</b>	<b>9,995,832</b>	<b>10,141,110</b>	<b>170,278</b>	<b>1.7%</b>

<b>Fund Name</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Fund Code</b>							
General Fund	10000	4,772,286	4,563,197	4,588,197	4,742,394	179,197	3.9%
Misc Fines & Penalties	21054	0	0	0	20,000	20,000	0.0%
Captive Insurance Reg & Suprv	21085	530,350	530,350	530,350	530,350	0	0.0%
Inter-Unit Transfers Fund	21500	0	0	0	45,000	45,000	0.0%
ACCD-Miscellaneous Receipts	21820	5,255	15,000	15,000	15,000	0	0.0%
Windham County Development Fund	21898	1,002,679	2,000,000	2,000,000	1,000,000	(1,000,000)	-50.0%
EB-5 Enterprise Fund	21919	5,685	80,000	80,000	80,000	0	0.0%
Federal Revenue Fund	22005	1,245,924	2,782,285	2,782,285	3,708,366	926,081	33.3%
<b>Funds Total:</b>		<b>7,562,180</b>	<b>9,970,832</b>	<b>9,995,832</b>	<b>10,141,110</b>	<b>170,278</b>	<b>1.7%</b>
Position Count					22		
FTE Total					22		



Report ID: VTPB-28 GRANTS\_INVENTORY

**State of Vermont  
FY2020 Governor's Recommended Budget  
Grants Out Inventory Report**



**Department: 7120010000 - Economic Development**

Budget Request Code	Fund	Justification	Est Amount
8641	10000	BS - VT Training Program; various entities	\$1,207,741
8641	10000	Job Development Zones; municipalities	\$3,450
8641	10000	RDC Block Grants; various entities	\$1,266,104
8641	10000	Small Business Development Ctr; VT Tech-SBDC	\$357,400
8641	10000	VT Employee Ownership Center; VEOC	\$69,660
8641	21054	Newport Economic Development; various entities	\$20,000
8641	21898	Entergy Windham Cty Econ Dev Fund; various entities	\$1,000,000
8641	22005	EPA Brownfield Assessment & Cleanup; various entities	\$992,000
8641	22005	Int'l Trade - STEP; various entities	\$94,744
		<b>Total</b>	<b>\$5,011,099</b>

Report ID: VTPB-23 IDT\_RECEIPTS

State of Vermont  
FY2020 Governor's Recommended Budget  
Interdepartmental Transfers Inventory Report



**Department: 7120010000 - Economic Development**

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Budget Request Code	Fund	Justification	Est Amount
8759	21500	BU 04100 - DOL Apprenticeship Expansion Program	\$45,000
		<b>Total</b>	<b>45,000</b>

**State of Vermont**  
**FY2020 Governor's Recommended Budget**  
**Federal - Receipts Detail Report**



**Department: 7120010000 - Economic Development**

Budget Request Code	Fund	Justification	Est Amount
8640	22005	CFDA 12.002 DOD: Procurement Technical Assistance for Business Firms (PTAC)	\$455,846
8640	22005	CFDA 12.617 DOD: Economic Adjustment Assistance (Business Support OEA)	\$1,661,100
8640	22005	CFDA 17.268 DOL: Job Training Grants - VSTEOP through Vermont Technical College	\$25,000
8640	22005	CFDA 59.061 SBA: State Trade & Export Promotion (Int'l Trade - STEP)	\$306,420
8640	22005	CFDA 66.818 EPA: Brownfield Assessment & Cleanup Cooperative Agreements	\$1,000,000
8640	22005	CFDA 90.601 NBRD: Northern Border Regional Development	\$260,000
<b>Total</b>			<b>\$3,708,366</b>

CONTRACT DETAIL						
<b>Department of Economic Development Contracts</b>						
	<b>FY 20 CONTRACT DETAIL</b>					
Name/Type	Account Code	FY 2020 Contracts Request	General Fund	Federal	Captive Insurance 21085	EB-5 SF 21919
Legal Services - EB-5	507200	68,619				68,619
Federal OEA - Additive Manufacturing Partnership - Training	507350	146,100		146,100		
C2-Competitive Computing - Website Maintainence	507543	5,000	5,000	-	-	-
Outreachsystems.com - PTAC	507543	13,500	6,750	6,750	-	-
Captive Insurance Strategic Branding, Marketing	507563	61,000			61,000	-
AGATE Intelligrants-Annual Maint & Supp/Analysis & Dev	507565	28,112	28,112		-	-
Commercial Property Locator maintenance	507565	10,000	10,000			
Federal OEA - New England Collaborative - Fiscal Agent	507600	1,350,000		1,350,000		
International Trade Export Compliance Training	507350	2,400		2,400		
International Trade Export Compliance Consultation	507600	2,400	2,400			
<b>Total Economic Development</b>		<b>1,687,131</b>	<b>52,262</b>	<b>1,505,250</b>	<b>61,000</b>	<b>68,619</b>
Contracted 3rd Party - Legal	507200	68,619	-	-	-	68,619
Contr&3rd Pty-Educ & Training	507350	148,500	-	148,500	-	-
IT Contracts - Servers	507543	18,500	11,750	6,750	-	-
Contr&3rdPty-Adv/Mkting-Other	507563	61,000	-	-	61,000	-
IT Contracts - Application Dev	507565	38,112	38,112	-	-	-
Other Contr and 3rd Pty Serv	507600	1,352,400	2,400	1,350,000	-	-
		<b>1,687,131</b>	<b>52,262</b>	<b>1,505,250</b>	<b>61,000</b>	<b>68,619</b>

Source: VT\_APPROP\_DEPTID\_SUM\_NW

<b>Approp Summary Dept-Ldgr Cols</b>										
Unit	Account	Dept	Descr	Fund	Year	Throug	Budget Amt	Encumb Amt	Expended Amt	Available Amt
07120	000100	7120010000	Economic Development	10000	2018	998	(8,577,778.97)	2,924,213.42	4,772,285.93	(881,279.62)
07120	000100	7120891802	Remote Worker Grant Prog	10000	2018	998	(500,000.00)	-	-	(500,000.00)
07120	000100	7120891803	Think VT Innovation Init	10000	2018	998	(150,000.00)	-	-	(150,000.00)
07120	000100	7120891804	Econ Dev Marketing	10000	2018	998	(250,000.00)	-	-	(250,000.00)
<b>General Fund Carry-forward Request</b>										<b>(1,781,279.62)</b>

**7120010000 Economic Development**

**Economic Development Marketing** 192,136.47

Economic Development Marketing - Residual Economic Development Marketing funds: We need to retain this as we are never certain of the yearly allocation to Economic Development Marketing. Heretofore it has been one-time or carry-forward funds to continue the implementation of the Economic Development Marketing Plan developed in FY16. Economic Development Marketing must be sustained to be effective. Funds appropriated in FY16 started the plan, carryforward funds in the succeeding years continued the work and will do so in FY19. We have a variety of contracts in process: Faraday Micro-targeting, DCI earned media, Paid media, CEB Talent Neuron (job data) and further content development.

192,136.47

**Vermont Training Program (VTP):** 459,425.15

FY18 VTP grants approved in the Intelligrants system but not encumbered due to the Purchase Order blackout period June 16 - June 30. (Freedom Pharmacy 16k; Soundview Paper \$75k; Fyles Bros. Fuel \$15k)

106,664.00

FY18 VTP grant applications in the Intelligrants system for review and approval including: GW Plastics, Neenah Paper, Rutland Regional Med, Asic North, Med Assoc, Dessureau machines & Von Bargens.

201,987.86

Prospective VTP Grantees: Commonwealth Dairy, Vermont Systems, Lyndon Furniture, Velan Valve & Appalachian Flooring have requested grant funding in FY18 totaling an estimated \$250,000. We request to carry-forward all remaining VTP grant funds for these prospective grantee as this amount would utilize over 20% of the yearly allocation.

150,773.29

**Support for S.94 FY19 New Initiatives: ThinkVT Innovation, Remote Workers** 148,500.00

We have two new programs to develop and administer without any increase in base funding. These funds will provide us with temp workers in order to successfully launch the new programs within the department. One program, the remote worker program, will entail working with individuals and so the implementation and education will be more time consuming especially since we have over 1800 persons interested parties in the program.

**Business Support:** 71,218.00

Intelligrants System support: Agate Analysis & Development contract: need to add STEP and other grants to the GEARS/ Intelligrants systems. Agate Maintenance & Support contract on hold while BGS seeks state-wide contract. FY18 services unbilled.

38,112.00

Uninvoiced FY18 services: CRM, Data Sharing System Services: Need to carry-forward so that we have funds when invoices are issued.

33,106.00

FY17 & FY18 DII (ADS) CRM System 28,206.00

FY18 Secretary of State Data Sharing / Email Marketing system usage 4,900.00

33,106.00

**Vermont Economic Progress Council (VEPC):** 10,000.00

Ongoing TIF monitoring visits. TIF Application site visits for VEPC Board

**Total 7120010000 Dept Economic Development 881,279.62**

**One-time Appropriations [2018 Act 197, S.94 Sec.1, Sec. 2, & Sec. 3]**

<b>One-time Appropriations:</b>				
Sec. 1 Remote Worker Grant Program		<b>Total 7120891802</b>		<b>500,000.00</b>
Sec. 2 Think VT Innovation Initiative		<b>Total 7120891803</b>		<b>150,000.00</b>
Sec. 3 Economic Development Marketing		<b>Total 7120891804</b>		<b>250,000.00</b>

**Total General Fund Carry-forward Request 1,781,279.62**

**Department of Economic Development (DED)**  
**Fiscal Year 2020 Budget**  
**Strategic Overview and Program Performance Narrative**

**MISSION**

In the Department of Economic Development, we adhere to the following tenets:

- Our number one priority is promoting growth in quality jobs for Vermonters
- We owe taxpayers a duty to ensure that revenue growth from new jobs more than offsets the costs of state investments in creating that growth, and we take that duty seriously.
- In encouraging growth, we don't favor any one type or size of business or industry over another, but we will not sacrifice the long-term economic health of the state for short-term gains.
- We strictly prioritize growth opportunities so that we maximize our chances of success in high-impact areas.
- We prioritize growth opportunities that protect state resources, improve public infrastructure, strengthen quality of life, diversify the economy, or reflect the character of the state.
- Regional and municipal institutions are also our customers, and we collaborate with them to ensure growth in their jurisdiction is welcomed, high quality, and sustainable.
- Transparency increases trust and decreases suspicion of our motives. We remain tight-lipped when necessary or required by law to protect our business customers, but we look for ways to tell our story and educate the media, businesses, and other key audiences about programs and successes.

**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, and lending institutions and capital managers. For the first time this past fiscal year we are serving individuals who are looking to move to Vermont.

## SUMMARY OF DEPARTMENT PROGRAMS, OUTCOMES, AND SPECIAL PROJECTS

The Department of Economic Development is made up of 22 people, including the commissioner and a deputy commissioner. Many of the members of this team are skilled employees who work on highly specialized programs. These programs within the DED include Financial Services (Captive Insurance), the Vermont Employment Growth Incentive, Windham County Economic Development Program, Tax Increment Financing District Program, International Trade (SBA Export Program), the Procurement Technical Assistance Center, the Brownfield Clean-up Program, the Office of Economic Adjustment (OEA), Think Vermont marketing programs, and the Vermont Training Program. During FY19 we added two more grant programs: remote worker grant and think vt innovation grant fund.

### 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 directly contributed to improving Vermont's prosperity in the following ways:

#### PROGAM SUCCESSES:

##### The State General Fund:

- *Captive Insurance*: \$26.1 million in premium tax and fees collected in 2017.
- *VEGI*: For calendar year 2018, 7 business projects were approved for Vermont Employment Growth Incentives, projects which will contribute an additional \$1.9 million in net new tax revenue (after the cost of the incentive) over the next five years by creating 408 new jobs and \$18.9 million in new qualifying payroll and investing \$68.3 million.
- *TIF*: Through fiscal year 2018, active Vermont TIF districts have generated approximately \$55.3 million in incremental property tax revenue, of which \$4.4 million has gone to the taxing authorities, \$2.5 million of which is net incremental revenue to the Education Fund.

##### Businesses:

- *PTAC*: Helped secure \$120 million in government contracts for 115 businesses in FY **18**
- *VTP*: 2.5 million to 35 businesses through 35 grants directly to businesses and 2 grants to training providers to help offset training costs in FY18 as well as two 2 workforce pipeline development grants for Vermont Business Roundtable Talent Pipeline Development and to BDCC for a position to work with area schools and employers to guide the future pipeline of workers.
- *TIF*: TIF development projects have resulted in \$57.6 million in work for Vermont firms through fiscal year 2017.

## Employee Wages & Job Growth

- *VEGI*: For calendar year 2018, 7 business projects were approved for Vermont Employment Growth Incentives, projects which will contribute an additional \$1.9 million in net new tax revenue (after the cost of the incentive) over the next five years by creating 408 new jobs and \$18.9 million in new qualifying payroll and investing \$68.3 million.
- *Vermont Training Program*: Over 2070 Vermont workers including new hires were trained under the program through both on-site as well as classroom training. Participant wages showed an increase in wages of 4.2%. Of the 36 businesses served, 38% of them have 49 employees or less.

## Grant Administration:

- *Windham County Economic Development Program*: \$2.5 million has been committed for projects estimated to create 157 direct full-time jobs in the region.
- *Northern Borders Regional Commission*: In 2018, the Northern Border Regional Commission awarded \$2.9 million in grants for 20 Vermont economic development projects across the NBRC service area (Caledonia, Essex, Lamoille, Franklin, and Grand Isle Counties). The Northern Border Regional Commission invests in economic infrastructure projects in eligible Vermont counties.
- *STEP V*: For FY2018, The Department applied for, and received, a \$244,200 grant from SBA to help train businesses in export and to bring them to international trade shows. The ROI as reported by participating businesses was 1.6 million for FY18. We received funds for federal fy 19 and will bring small businesses to Aero Mart, Bar and Distillers Show, and personal and beauty care, outdoor retailers, and biomed shows.
- *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. In FY18 we have applied for a NE state consortium grant for \$1.5 million to help with identifying supply chain opportunities in the defense sector. Vermont was chosen as fiscal agent amongst our New England state consortium. In FY 19 we applied for and was granted funds for the additive manufacturing project with VTC. In total to date we have received \$2 million and are working with 22 businesses in the defense sector.
- The Brownfield RLF program awarded funds to a total of 5 projects currently underway.



## **SPECIAL PROJECTS**

In FY18, in addition to its regular programs, the Department of Economic Development undertook the following projects, each of which will be continued and built upon in FY19.

*Workforce Needs Collaboration with DOL/Agency of ED/ Vermont Business Roundtable:* As part of our work calling on employers in the state, we are aware of the need for talent pipeline management activity. As such, a multidisciplinary team has been formed to commence demand planning by businesses. Then we can communicate in sufficient granular detail to the education providers the needs of industry and possibly proficiency standards recognized by industry. Additionally, we need to identify the data needs to assess progress and work across agencies to provide meaningful measurements of where we are and where we want to go.

*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 developed an Economic development marketing plan during FY16 and have embarked on some implementation: improved website, increased sponsorships, and presence at recruitment events. In FY17 and 18 The Department completed a number of the tactics outlined in the Economic Development Marketing Plan: The October launch of ThinkVermont.com, creation of the 'ThinkVermont Ambassadors' network (400 plus ambassadors reaching over 250k people), the first annual Innovation Spaces' conference, an increase in the earned media and owned media capacity of DED and participation in a number of regional and international trade shows as part of the departments business recruitment efforts. Going forward, DED will be deploying \$252K in carry-forward funds for targeted paid media opportunities: digital and analog. Progress continues during fy 19. We are posting available jobs on the thinkvt website and have contracted with an AI targeting firm to help us identify appropriate likely people to move to Vt.

## **PROGRAM REPORTS**

### **BUSINESS SUPPORT**

All DED staff -- in partnership with the Regional Development Corporations -- work directly with businesses on a wide variety of programs to support and coordinate recruitment and expansion of business.

The staff is involved in a wide variety of areas to facilitate assistance for Vermont businesses to stay and grow in Vermont. We help facilitate access to state or federal programs, services and resources.

Among the activities staff perform:

- *Intra and Interagency Collaboration Efforts.* Working with DHCD and other state agencies to pursue ways to effectively collaborate on job creation activities. We also work with ANR/DEC on Brownfields Redevelopment, and permitting plans for

expansion projects, and troubled situations. Working with AOE and DOL Statewide Workforce Development Board for workforce pipeline development activities.

- *Supply Chain Facilitation.* Many Vermont companies are not fully versed in the diversity of capabilities of other Vermont companies. Staff connect Vermont companies when there is a potential synergy or a likely possibility for supply chain interaction.
- *Export Training:* Working with the Vermont Manufacturing Extension Center, staff have assisted in recruiting companies for ExporTech, a National Institute of Standards and Technology (NIST)-developed intensive export training program that has trained 20 companies to date, with a new class starting in February.
- *Grant Administration.* staff work with RDCs and economic development organizations such as Vt SBDC, Vt SJF, and VEOC and administer federal grants such as the Northern Border Regional Commission (NBRC) grants, DOD grants, Brownfield Clean-up and SBA.
- *Pass through grants:*
  - 1) **Small Business Development Center:** DED collaborates with SBDC to strengthen small businesses in Vermont by offering small business development programs. Through this collaboration small businesses receive support in their ability to create jobs, secure capital, and build wealth. During FY18 the economic impact the VTSBDC's assistance included 35 new businesses started, 274 at-risk jobs retained, 169 new jobs created and \$31.1million in new capital secured by VtSBDC's clients.
  - 2) **UVM - Office of Technology Management:** DED supports UVM OTC by funding two grant programs, the Pre-Seed Capital Fund and the Innovations Fund, both of which provide critical financial support for early-stage development. The programs are designed to accelerate innovation, leverage the investment for partners to co-develop the technology and increase the potential for investment by traditional sources such as angel and venture capital funds, and enhance prospects for the success of the start-ups and licensing.
  - 3) **Brattleboro Development Credit Corporation - SeVEDS:** DED partners with BDCC to provide continued support for the economic development planning process titled Southeastern Vermont Economic Development Strategy (SeVEDS). The mission is to reverse the Windham County region's economic decline by developing the Southern Vermont economy to generate long-term growth and prosperity, improve the quality of life, and the quality of place. Specific priorities include: act regionally, improve wage parity with the surrounding labor shed, increase the size and quality of the workforce, increase the 25-44 age cohort from 23% to 28% of the region's total population, create an entrepreneurial environment and build regional capacity.
  - 4) **Vermont Employee Ownership Center (VEOC):** DED partners with VEOC to provide guidance and referrals to owners and employees interested in forming employee-owned businesses. VEOC provides information, training, and educational seminars to regional development corporations, business advisors, Vermont companies and other networking opportunities

on converting an established business into a worker cooperative and using the employee ownership model as an exit strategy.

- 5) Vermont Center for Emerging Technologies (VCET): DED partners with VCET to provide entrepreneurs, students, and emerging growth firms with substantive mentoring, technical assistance, startup training, professional networking programs and events, the operation of three co-working facilities and the management of the Vermont Seed Capital Fund.
- 6) RDCs: The Department partners with 12 Regional Development Corporations (RDCs) around the state to assist in all aspects of business growth and retention, including site location and workforce needs. The RDCs are our key first point of contact with many of the states' businesses and help measure the economic health of each region. They also work with communities on a variety of economic development related projects. They are essentially an "arm" of the department 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 RDCs are independent, non-profit corporations, staffed by professionals and directed by independent boards of directors. Each is operating under a performance-based grant agreement with the department, which includes operational goals, performance measures and expectations consistent with the state's goals. Each also has a regional work plan that reflects the varying needs in regions around the state. The regional network is critical as the needs and challenges of the various regions around the state vary.
- 7) NBRC: One staffer from DED assists with administration and provides outreach and technical assistance for \$2.8 million for 20 economic development projects across the NBRC service area (Caledonia, Essex, Lamoille, Franklin, and Grand Isle Counties), The Northern Border Regional Commission invests in economic infrastructure projects in eligible Vermont counties. In this fiscal year as per the federal farm bill all counties of Vermont will be eligible for these funds. We expect a robust application process and subscription level during this fiscal year.

### Recruitment

DED works to attract business to start-up, relocate and/or expand to Vermont. We work as a team to focus on enhancing the 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 food and beverage, and information technology -- have been identified as our clusters with high growth potential. Recruitment focuses 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 high 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). Historically, Vermont targets prospects in small to midsize operations, from 20 to 400 employees, which complements the State's small scale and labor force.

To date in FY2019, three additional Canadian companies have been added to our imminent prospect list.

During the past year we again participated in SelectUSA conferences where we met a few leads from Canada and other countries, and such participation should continue. Businesses at these events are not aware of Vermont as a destination for business, and we are leveraging our existing marketing efforts to have a compelling story to share.

We have also hosted a series of “Doing Business in Vermont” panel discussions for Quebecois businesses where tax, legal, customs, and other experts can answer questions about how Canadian companies should be preparing themselves for an expansion into the U.S., programming which has been effective at better preparing companies to make the move and getting the word out about Vermont as a destination for business.

Going forward, Vermont should sponsor and present at site selection industry conferences so that consultants are aware of our programs and the attractiveness of the state for business expansions.

### Regional Development Corporations

The Department provides grant agreements to the state’s 12 Regional Development Corporations (RDCs). These organizations are part of the economic development 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 plans into 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.

### Vermont Training Program (VTP)

The Vermont Training Program is a fund to help upgrade skills of new or incumbent workers. DED 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 2018 applications resulted in 36 business, 2 training providers and 2 pipeline development grants approved, which resulted in 2070 Vermont workers being trained. The training program funds were distributed throughout manufacturing, production, IT and healthcare, with the majority of the requests continuing to be in the advanced manufacturing sector.

As the workforce continued to shrink and the unemployment rate drops, employers have felt more pain in the training and retention of employees. With technology improvements many of our manufacturers are finding it impossible to find the qualified employees of the past and their incumbent workers are continually falling behind. And even though the improvements in technology result in higher productivity and less waste, the machinery itself takes a higher level of operator training and is much more complex on the maintenance and engineering side.

Leadership training requests are growing as our baby boomers are exiting the workforce and incumbent employees are being promoted to management positions. Many of these promoted workers, although having a long tenure with the company, have never been in a leadership role and are in need of leadership development trainings.

Overall the Vermont Training Program continues to be an agile and timely tool used by many Vermont employers to help them achieve their unique training needs, which in turn continues to upgrade the skills of many of our Vermont workers.

### Brownfield's Initiative

The Brownfield Redevelopment fund enables ACCD staff to serve as a critical stakeholder in over 5 projects during this program window; three of which are designated Brownfield Economic Revitalization Alliance (BERA) projects.

## **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 used. 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 national and international speaking engagements, "Business Development Road Shows", conferences, media events, trade shows, electronic newsletters, web promotion, direct marketing, networking and various other means. Vermont's captive industry generates roughly \$26 million in premium tax revenue and licensing fees for the state annually, supports clean, high-paying jobs and tourist activity.

### Program Highlights:

- One ACCD employee is responsible for the recruitment of new companies to domicile captive insurance business in Vermont and/or set up complementary financial services 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.
- 2018 represented a strong year with 25 new captives formed despite soft market conditions and increased competition.
- Vermont is a five-time Domicile of the Year winner as ranked by a worldwide captive insurance publication.
- The captive insurance program budget is comprised entirely of special funds.

<b>Year</b>	<b>New Captives</b>	<b>Active Captives</b>	<b>Premium Taxes</b>	<b>Licenses &amp; Fees</b>	<b>Gross Written Premium</b>
<b>2018</b>	25	558	\$24,100,000*	\$2,273,308*	\$21,740,532,348*
<b>2017</b>	24	566	\$23,828,684	\$2,273,308	\$21,740,532,348
<b>2016</b>	26	584	\$23,800,809	\$2,741,244	\$32,830,233,549
<b>2015</b>	33	588	\$24,388,334	\$2,483,916	\$27,649,758,356
<b>2014</b>	16	581	\$24,370,532	\$2,371,089	\$25,470,028,392
<b>2013</b>	29	588	\$24,844,875	\$2,634,360	\$27,573,365,791
<b>2012</b>	32	586	\$24,216,614	\$2,542,167	\$27,525,581,940
<b>2011</b>	43	590	\$23,544,181	\$1,785,686	\$25,401,473,436

Note: Data Provided by Department of Financial Regulation \*2018 data not available until 3/15/19

## **VERMONT ECONOMIC PROGRESS COUNCIL**

Vermont Employment Growth Incentive (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 maintain payroll at the time of application and then meet and maintain 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 2018, VEPC authorized *Vermont Employment Growth Incentives* for 7 business projects which will contribute an additional \$1.9 million in net new tax revenue (after the cost of the incentive) over the next five years. The businesses will create 408 new jobs with an average compensation of \$46,477 generating \$18.9 million in new qualifying payroll.

Vermont companies such as LED Dynamics, MSI, Greensea Systems, Gordini USA, and Long Falls Paperboard are expanding due to the program.

Tax Increment Financing (TIF) districts have been available in Vermont as a public infrastructure financing tool for many years. Vermont's TIF program has undergone many statutory changes through the years, especially since the introduction of a statewide education property tax.

Generally, a TIF District is established by a municipality around an area that requires public infrastructure to encourage public and private real property development or redevelopment. The property values at the time the District is created are determined and the property taxes generated by that original value continue to go to the taxing entities (municipality and state).

In 2017, the legislature lifted the existing cap on additional TIF districts to allow for six additional districts to be created in Vermont. To date, two additional TIF Districts have been authorized by VEPC: Bennington and Montpelier. DED will continue to work with municipalities throughout the state that are interested in using this program to finance additional infrastructure.



## **PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC)**

The Procurement Technical Assistance Center (VT PTAC) consists of seven full-time employees; five counselors, a director and an administrative services coordinator. The team works 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 cooperative agreement with the federal Defense Logistics Agency and State General Funds.

The Vermont Procurement Technical Assistance Center had a stellar year at the end of FY18 garnering more than 1627 contracts totaling \$120 Million in government contracts that went to 115 Vermont businesses. Vermont's PTAC is currently working with 1587 active businesses and has hosted and supported 50+ events throughout the state and is on track for another successful year.

### **Awards \$120MM**

Total Federal and State Contract Awards: 1627

Total Vermont Companies Assisted: 115

### **Client Support**

Initial Counseling with all Small Business Concerns: 120

Follow-up Counseling with all Small Business Concerns: 1587

### **Outreach Events**

Workshops and Outreach Events: 50

**Department of Economic Development**

**COMMISSIONER**  
Joan Goldstein

**DEPUTY COMMISSIONER**  
Brett Long



**SUMMARY OF  
FY 2018 IMPACTS**

**\$343 M**  
TOTAL CAPITAL  
INVESTMENT SUPPORTED

**30**  
BUSINESSES  
CREATIONS

**73**  
BUSINESSES  
EXPANSIONS

**2,070**  
EMPLOYEES  
APPROVED FOR  
TRAINING

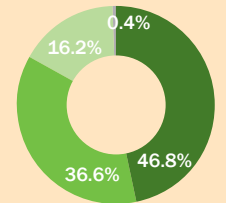
**FY 2018 MAJOR DEPARTMENT HIGHLIGHTS**

<p><b>VERMONT TRAINING PROGRAM (VTP)</b></p> <p>Funding available to employers to defray a portion of the expenses of training personnel. Can be vendor training or on the job.</p>	<p><b>\$1.2 M</b> General Fund Appropriation</p>	<p><b>36</b> Total Businesses Served</p>	<p><b>2,070</b> Vermont Employees Approved for Training</p>	<p><b>4.2%</b> Median Wage Increase</p>
<p><b>WINDHAM COUNTY ECONOMIC DEVELOPMENT PROGRAM (WCEDP)</b></p> <p>Grants, loans, and incentives using 5-year funding provided through the Energy/State MOU to promote economic development in Windham County.</p>	<p><b>\$9.1 M</b> Program Dollars Invested (since 2014)</p>	<p><b>\$2.5 M</b> Loans, Grants, and Incentives Obligated (2018)</p>	<p><b>157</b> Jobs Created (2018)</p>	<p><b>10</b> Businesses and Nonprofits Directly Impacted (2018)</p>
<p><b>REGIONAL DEVELOPMENT CORPORATIONS (RDC)</b></p> <p>Twelve Regional Development Corporations partner with the State to provide technical assistance, access to state programs and resources, and local expertise.</p>	<p><b>\$1.3 M</b> General Fund Appropriation Grants</p>	<p><b>30</b> Business Creations</p>	<p><b>73</b> Business Expansions</p>	<p><b>1,486</b> Jobs Impacted (created and retained)</p>
<p><b>PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC)</b></p> <p>Team of 7 located throughout the state to help businesses secure contracts from local, state, and federal government.</p>	<p><b>\$801,852</b> Federal Funds and General Fund Appropriation</p>	<p><b>\$120 M</b> Total Dollar Value of Contracts Assisted</p>	<p><b>1,587</b> Businesses Receiving Counseling</p>	<p><b>1,627</b> Number of Contracts Won</p>
<p><b>CAPTIVE INSURANCE</b></p> <p>Market to global businesses to domicile their captive insurance company in Vermont.</p>	<p><b>\$530,350</b> Special Funds (FY18)</p>	<p><b>\$26.1 M</b> Taxes and Fees Generated (2017)</p>	<p><b>25</b> Captives Licensed (2018)</p>	<p><b>558</b> Number of Active Captives</p>

**FY 2020**

PROPOSED GENERAL  
FUND APPROPRIATION  
**\$4.7 M**

**BUDGET**  
\$10,141,110  
22 STAFF



- \$4,742,394 General Funds
- \$3,708,366 Federal Funds
- \$1,645,350 Special Funds
- \$45,000 All Other Funds

**Department of Economic Development**

**COMMISSIONER**  
Joan Goldstein

**DEPUTY COMMISSIONER**  
Brett Long

**EXECUTIVE DIRECTOR**  
**VERMONT ECONOMIC**  
**PROGRESS COUNCIL**  
Megan Sullivan

**STAFF: 2**



**HIGHLIGHTS**

**\$22.6 M**  
VEGI DISBURSEMENTS  
(2007-2016)

**\$94.2 M**  
NET NEW REVENUE  
TO DATE (TIF & VEGI)

**\$59,346**  
AVERAGE WAGE OF  
VEGI JOBS CREATED

**65%**  
VEGI PARTICIPANTS WITH  
UNDER 75 EMPLOYEES

**VERMONT ECONOMIC PROGRESS COUNCIL (VEPC)**

**VERMONT EMPLOYMENT GROWTH INCENTIVE (VEGI): CALENDAR YEAR 2016**

Actual data from calendar year 2016  
\* Data is reported on a 2-year lag, so claims for 2016 were filed with tax in April 2017 and reported to VEPC in 2018. Later in 2019, we will have access to 2017 data.

**VERMONT EMPLOYMENT GROWTH INCENTIVE (VEGI): PROJECTIONS 2017-2021 (5 YEARS)**

Projections are based on participant data as of December 31, 2018.

**TAX INCREMENT FINANCING (TIF): FISCAL YEAR 2017**

Figures for all TIFs for fiscal year 2017 (July 1, 2016-June 30, 2017)  
\*\* Data is reported to VEPC annually by February 15. Fiscal year 2018 data will be reported to the Legislature by April 1, 2019

**TAX INCREMENT FINANCING (TIF): PROJECTIONS**

Figures for all TIFs from FY2018 through FY2038. Data includes newly approved TIF districts in Bennington and Montpelier.



**\$4.2 M**

Net New Revenue to the State, Total



**\$35.9 M**

Qualifying Direct New Payroll, Total



**693**

Qualifying Direct New Jobs, Total



**\$58.2 M**

Qualifying Direct Capital Investment, Total



**\$9.3 M**

Net New Revenue to the State, Total



**\$45.2 M**

Qualifying Direct New Payroll, Total



**1,030**

Qualifying Direct New Jobs, Total



**\$230.8 M**

Qualifying Direct Capital Investment, Total



**\$8.2 M**

Total Incremental Revenue



**\$636,000**

Net Incremental Revenue to Education Fund



**\$5.9 M**

Public Infrastructure Investment



**\$17.7 M**

Increase in Property Values



**\$289.8 M**

Total Incremental Revenue



**\$45.6 M**

Net Incremental Revenue to Education Fund



**\$214.3 M**

Public Infrastructure Investment



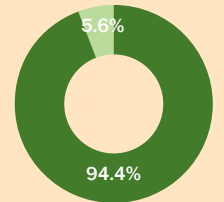
**\$511.8 M**

Increase in Property Values

**FY 2020**

PROPOSED GENERAL FUND APPROPRIATION  
**\$253,087**

**BUDGET**  
\$268,087  
2 STAFF



- \$253,087 General Funds
- \$15,000 Special Funds

The Vermont Economic Progress Council serves as an approval and authorization body for the VEGI and TIF programs.

VEGI: Performance-based cash incentive (not a tax credit) paid to approved companies for prospective job and payroll creation in any region of the state and in almost any sector.

TIF Districts are a public infrastructure financing tool for municipalities to encourage public and private real property development or redevelopment.



**Department of Economic Development**

**COMMISSIONER**  
Joan Goldstein

**DEPUTY COMMISSIONER**  
Brett Long

**DIRECTOR OF FINANCIAL SERVICES**  
Ian Davis

**STAFF: 1**



















**SUMMARY OF 2018 IMPACTS**

**25**  
CAPTIVES LICENSED

**\$26.1 M**  
TAXES & FEES  
GENERATED (2017)

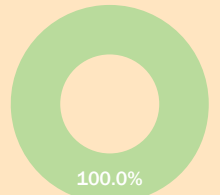
**558**  
ACTIVE CAPTIVES

**CAPTIVE INSURANCE (2018 HIGHLIGHTS)**

<p><b>“THE GOLD STANDARD”</b> Experience. Expertise. Innovation.</p>	 <b>38</b> Year-History of Captive Insurance	 <b>1,137</b> Captives Licensed (since 1981)	 <b>&gt;\$500 M</b> Taxes and Fees Generated (since 1981)	 <b>22</b> Approved Captive Management Firms
<p><b>ACCOLADES</b> Since 1981, Vermont has been at the forefront of the captive insurance industry.</p>	 <b>#1</b> U.S. Domicile	 <b>#3</b> Domicile in the World	 <b>5x</b> U.S. Domicile of the Year	 <b>#1</b> Non-E.U. Domicile of the Year
<p><b>VERMONT'S CAPTIVES BY THE NUMBERS</b> We seek to attract quality companies and regulate them in a manner commensurate to the risks being underwritten.</p>	 <b>\$194 B</b> Assets Under Management	 <b>\$21.7 B</b> Gross Written Premium	 <b>42</b> of the Fortune 100	 <b>15</b> of the Dow 30
<p><b>MARKETING ACTIVITIES</b> Recruitment, retention and expansion.</p>	 <b>25+</b> National and International Speaking Engagements	 <b>7,000+</b> VT Captive Subscribers	 <b>1.5 M</b> Digital Marketing Impressions	 <b>1 M+</b> Reach of Vermont Report

**FY 2020**  
PROPOSED GENERAL FUND APPROPRIATION  
**\$530,350**

**BUDGET**  
\$530,350  
1 STAFF



\$530,350  
Special Funds

**FINANCIAL SERVICES (CAPTIVE INSURANCE)**

Promotes Vermont’s leading position as the top U.S. domicile for captive insurance and seeks out new and diversified opportunities in complimentary financial services industries. Strategies include the development and implementation of marketing plans, providing policy recommendations to state and federal policymakers to assure a beneficial business environment for expansion and relocation within the state, and acting as a spokesperson on behalf of Vermont to the global captive insurance industry.



**Department of Economic Development**

**COMMISSIONER**  
Joan Goldstein





















**DEPUTY COMMISSIONER**  
Brett Long

**DIRECTOR, WORKFORCE DEVELOPMENT PROGRAMS (VERMONT TRAINING PROGRAM)**  
John Young

**STAFF: 1.5**



**VERMONT TRAINING PROGRAM (FY 2018 HIGHLIGHTS)**

FY18 OVERVIEW	 <b>\$1.2 M</b> General Fund Appropriation	 <b>36</b> Total Businesses Served	 <b>2,070</b> Vermont Employees Approved for Training	 <b>4.2%</b> Median Wage Increase	 <b>\$1,299</b> Average Cost Per Employee
VERMONT REGIONS SERVED Total Grant Dollars	 <b>\$1,005,891</b> Northwest	 <b>\$118,938</b> Northeast	 <b>\$794,940</b> Central	 <b>\$568,189</b> Southwest	 <b>\$81,750</b> Southeast
VERMONT REGIONS SERVED Number of Employees Approved for Training	 <b>709</b> Northwest	 <b>178</b> Northeast	 <b>508</b> Central	 <b>518</b> Southwest	 <b>150</b> Southeast
EMPLOYER SIZE SERVED	 <b>9</b> Employers Served with 0-19 Employees	 <b>5</b> Employers Served with 20-49 Employees	 <b>7</b> Employers Served with 50-99 Employees	 <b>18</b> Employers Served with 100+ Employees	 <b>38%</b> Employers Served with 0-49 Employees

**SUMMARY OF FY 2018 IMPACTS**

**36**  
TOTAL BUSINESSES SERVED

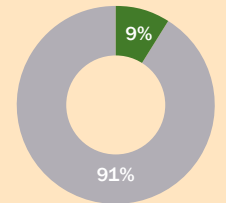
**\$2.7 M**  
TOTAL TRAINING GRANTS AWARDED

**2,070**  
VERMONT EMPLOYEES APPROVED FOR TRAINING

**FY 2020**

PROPOSED GENERAL FUND APPROPRIATION  
**\$1.2 M**

**BUDGET**  
\$1,328,600  
1.5 STAFF



- \$120,859 General Funds [operational]
- \$1,207,741 General Funds [grant]

**VERMONT TRAINING PROGRAM (VTP)**

VTP 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.



# AGENCY OF COMMERCE AND COMMUNITY DEVELOPMENT

SECRETARY Mike Schirling DEPUTY SECRETARY Ted Brady

## Department of Economic Development

**COMMISSIONER**  
Joan Goldstein

**DEPUTY COMMISSIONER**  
Brett Long

**STAFF: 12.5**



### REPRESENTATIVE SUCCESSES

#### BROWNFIELDS

Recent projects include Roberston Paper Mill (Bellows Falls), Rutland County Parent Child Center and Putnam Block (Bennington)

#### OEA

Accelerating growth and innovation in the Vermont defense industry supply chain

#### STEP

Helped cover costs for Exportech training for 32 businesses

#### NBRC

Funded Fairfax extension of wastewater to Runamok Maple (Cambridge), 100+ jobs projected

#### PTAC

Assisted several businesses through HUBZone certifications increasing the state's participation in the program by almost 50%.

### FEDERAL GRANT PROGRAMS AND BUSINESS SUPPORT (FY 2018 HIGHLIGHTS)

#### BROWNFIELDS

Funding awarded by the Environmental Protection Agency to support redevelopment of brownfields into productive community assets. Funds are provided as grants to non-profits or low-interest loans to for-profit entities.



**\$5.3 M**

Federal Awards  
(to date)



**\$4.5 M**

Funds Awarded to  
Redevelopments (to date)



**\$69.2 M**

Redevelopment Dollars  
Leveraged (to date)



**28**

Property Clean-ups  
Complete



**5**

Property Clean-ups  
Underway

#### OFFICE OF ECONOMIC ADJUSTMENT (OEA)

Funding awarded by Department of Defense to help defense-related businesses develop new capabilities to help them weather defense spending downturns.



**\$2.0 M**

Federal Awards  
(to date)



**3**

Awards Secured



**\$115,344**

Funds Expended on  
Capability Enhancements



**22**

Businesses Served

#### STATE TRADE EXPANSION PROGRAM (STEP)

Funding awarded by Small Business Administration to help businesses win more opportunities to export.



**\$244,200**

Federal Award



**72**

Businesses Assisted



**\$1.6 M**

Export Sales Reported



**\$28.0 M**

Export Sales Projected

#### NORTHERN BORDER REGIONAL COMMISSION (NBRC)

Grant funds available to non-profits in Caledonia, Essex, Franklin, Grand Isle, Lamoille and Orleans counties for primarily infrastructure projects.



**180**

Jobs Created or  
Retained



**\$2.9 M**

Federal Dollars  
Invested



**\$10.5 M**

Federal Dollars  
Invested (since 2010)



**\$4.7 M**

Private Dollars  
Invested (since 2010)



**20**

Community Projects  
Served

#### PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC)

Team of 7 located throughout the state to help businesses secure contracts from local, state, and federal government.



**\$801,852**

Federal Award



**\$120 M**

Total Dollar Value of  
Contracts Assisted



**1,587**

Businesses Receiving  
Counseling



**1,627**

Number of Contracts Won

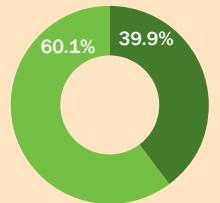
## FY 2020

PROPOSED GENERAL FUND APPROPRIATION

**\$2.4 M**

#### BUDGET

\$6,167,903  
12.5 STAFF



- \$2,459,537 General Funds
- \$3,708,366 Federal Funds

Federal grant programs bring various resources to foster economic development around the state.



**Department of Economic Development**

**COMMISSIONER**  
Joan Goldstein

**DEPUTY COMMISSIONER**  
Brett Long

**STAFF: 1.5**  
























**REPRESENTATIVE SUCCESSES**

**UVM OFFICE OF TECHNOLOGY COMMERCIALIZATION**

Recipient of Venture Funds, Chris Callahan's DewRight™ Psychrometer, was licensed to **VERMONT ENERGY CONTROL SYSTEMS** who is working to implement and test the technology. The licensee, a Vermont company, has already developed clientele and received royalties for test units.

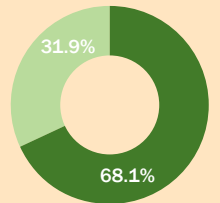
**BENCHMARK SPACE SYSTEMS**, a startup company formed around UVM developed technology, in the field of aerospace manufacturing, has raised \$1.1M in funding and recently been awarded an SBIR Phase I Grant. Benchmark has 5 full time employees, 3 of whom relocated here from outside Vermont.

**ECONOMIC DEVELOPMENT PASS-THROUGH GRANTS (FY 2018 HIGHLIGHTS)**

<p><b>VERMONT CENTER FOR EMERGING TECHNOLOGIES</b></p> <p>Funding provides entrepreneurs and emerging growth firms with substantive mentoring, technical assistance, co-working facilities and management of the Vermont Seed Capital Fund.</p>	 <b>\$100,000</b> Funds Awarded	 <b>234</b> Start-ups, Entrepreneurs and Expanding Firms Served	 <b>197</b> Co-Working Memberships Sustained	 <b>35</b> Businesses Served with Co-Working Memberships	
<p><b>SOUTHEASTERN VT ECONOMIC DEVELOPMENT STRATEGY</b></p> <p>Funding supports the reversal of Windham County's economic decline by developing the regional economy to generate long-term growth and prosperity, and improve the quality of life and place.</p>	 <b>\$25,000</b> Funds Awarded	 <b>200+</b> Attendees at the 2nd Annual Southern Vermont Summit	 <b>200+</b> Attendees at the Sophomore Summit (career planning)	 <b>40+</b> Employers at the 5th Annual Southern Vermont Career Expo	
<p><b>VERMONT EMPLOYEE OWNERSHIP CENTER</b></p> <p>Funding supports guidance and referrals to owners and employees interested in forming employee-owned businesses.</p>	 <b>\$69,660</b> Funds Awarded	 <b>5</b> Intro to Ownership Succession Seminars	 <b>216</b> Attendees at the Vermont Employee Ownership Conference	 <b>45</b> Businesses Served with Repeated Technical Assistance	
<p><b>VERMONT SMALL BUSINESS DEVELOPMENT CENTER</b></p> <p>Funding strengthens the ability of Vermont small businesses to: create jobs, secure capital, build wealth, use technology to improve efficiency, assist with continuity of operations planning and make connections.</p>	 <b>\$507,400</b> Funds Awarded	 <b>\$31.1 M</b> New Capital Formation	 <b>35</b> New Businesses Started	 <b>169</b> Jobs Created	 <b>274</b> Jobs Retained
<p><b>UVM OFFICE OF TECHNOLOGY COMMERCIALIZATION</b></p> <p>Funding promotes an innovation ecosystem that supports economic development in Vermont by stewarding UVM discoveries through the commercialization process.</p>	 <b>\$100,000</b> Funds Awarded	 <b>3</b> Venture Fund Grants Committed	 <b>\$1.1 M</b> Follow-on Funding, Creating 5 Jobs	 <b>2</b> Product License Agreements	 <b>1</b> Small Business Innovation Research (SBIR) Award

**FY 2020**  
 PROPOSED GENERAL FUND APPROPRIATION  
**\$427,060**

**BUDGET**  
 \$627,060  
 1.5 STAFF



● \$427,060 General Funds  
 ● \$200,000 Special Funds

Pass-through grant programs stimulate economic development in specific regions and sectors of high-demand while capitalizing on the skills, expertise and resources of partner organizations.

"The UVM Ventures Innovation award was used to build a prototype at a time when we needed financial support to demonstrate the feasibility of our concept. The funds we received helped us build and test our prototypes, and then leverage the results of those tests into additional funding, both through private investment and federal grant programs."  
 — Ryan McDevitt, Benchmark Space Systems





















**Department of Economic Development**

**COMMISSIONER OF ECONOMIC DEVELOPMENT**  
Joan Goldstein  
**COMMISSIONER OF TOURISM AND MARKETING**  
Wendy Knight  
**CHIEF MARKETING OFFICER**  
Heather Pelham  
**THINK VERMONT PROJECT MANAGER**  
Elaine Haney

**STAFF: 1.5**  


**WHAT IS THINK VERMONT?**  
ThinkVermont is a marketing initiative to tell the story of Vermont in a variety of ways to attract and retain people and businesses to the state.

ThinkVermont.com is a web platform designed to encourage out-of-staters to move to Vermont or open a business here. Its themes—Live, Grow, Work, and Play—showcase the many resources and assets that make living in Vermont special. Key industries like IT, manufacturing, healthcare, and outdoor recreation are featured alongside major regional employers, funding opportunities, and job search resources.

THINK VERMONT (SINCE LAUNCH 10/21/17-10/20/18)				
<b>OUR REACH SOCIAL &amp; WEB</b>	 <b>100,000+</b> New Users on Website	 <b>159%</b> Increase in Website Session Time	 <b>64%</b> Increase in Social Media Followers	 <b>146%</b> Increase in Social Media Engagements (18,900 total engagements)
<b>OUR REACH THINK VERMONT AMBASSADORS AND NEWSLETTERS</b>	 <b>583</b> ThinkVermont Ambassadors, Reaching 415,548 People	 <b>1,780</b> Number of Posts Shared by Think Vermont Ambassadors	 <b>51.5%</b> Open Rate for First 802+YOU Newsletter	 <b>13,681</b> Total Subscribers to 802+YOU, DED and Stay to Stay newsletters
<b>OUR REACH REMOTE WORKER EARNED MEDIA</b>	 <b>959+</b> Number of Media Articles Published in Print, Online, and on Broadcast TV	 <b>2,500+</b> Inquiries Received as of October 31st	 <b>1.7 B</b> Total Impressions	 <b>\$4.9 M</b> Advertising Dollar Equivalency of National Earned Media Achieved
<b>OUR REACH EVENT SERIES</b>	 <b>500+</b> Attendees at Think Vermont Events in FY18	 <b>FY18 Topics</b> Opportunity Zones, Innovation Spaces, Tech Transfer, Placemaking	 <b>FY19 Topics</b> Film & TV Production, SBIR Funding, Housing Data, International Trade	 <b>10</b> Events Planned for FY19

**WHAT'S NEXT?**

**NEW GRANT PROGRAMS**

**\$125,000**

**Remote Worker Grant Program**  
Funding available to reimburse eligible remote workers who relocate to Vermont after January 1, 2019 and incur qualifying expenses.

**\$150,000**

**Think Vermont Innovation Grants**  
Funding available for innovative projects aimed at helping Vermont small businesses grow.

**NEW INITIATIVES**

**ThinkVermont Jobs Board**

ThinkVermont.com will host a searchable real-time database of available Vermont jobs that draws from employers, classifieds, and online resources.

**Enhanced Demographic Targeting**

Digital and social media efforts will be enhanced by employing state of the art targeting software to refine key demographics and identify individual prospects for recruitment.





FISCAL YEAR 2020 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 \$\$	IDT Funds \$\$	Total funds \$\$	Authorized Positions	Amounts granted out
<b>ECONOMIC ADMINISTRATION</b>								
FY 2018 expenditures	Provides management and oversight for the Economic Dev. Department and all its programs. This include budgets, personnel, performance management and operations of the department and programs.	348,167				348,167	3	0
FY 2019 estimated expenditures		379,963				379,963	3	0
FY 2020 budget request		380,339				380,339	3	0
<b>BUSINESS SUPPORT</b>								
FY 2018 expenditures	Assists new and expanding Vermont companies by; helping them to locate facilities; arrange financing; secure permits; and by fostering entrepreneurship. The group works via direct client interaction, as well as, in partnership with the Regional Development Corporations and other partner organizations.	3,885,671	1,008,364	830,689		5,724,724	6	4,497,475
FY 2019 estimated expenditures	Administers VTP, OEA and Brownfield grant programs. The VTP promotes business expansion and relocation by granting funds to Vermont businesses to reimburse them for amounts invested in upgrading the skills of the Vermont workforce. Supporting and educating businesses on exporting, interfacing with various international trade components of federal and state government, and supporting international trade missions, primarily to Canada.	3,600,563	2,080,000	2,326,439		8,007,002	9	5,554,735
FY 2020 budget request		3,788,137	1,100,000	3,252,520	45,000	8,185,657	9	5,011,099
<b>FINANCIAL SERVICES</b>								
FY 2018 expenditures	Promotes and strengthens Vermont's position as the leading U.S. captive insurance domicile. Seeks out new and diversified opportunities for Vermont within the financial services industry.		530,350			530,350	1	47,097
FY 2019 estimated expenditures			530,350			530,350	1	0
FY 2020 budget request				530,350			530,350	1
<b>VT ECONOMIC PROGRESS COUNCIL</b>								
FY 2018 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.	229,008	5,000			234,008	2	0
FY 2019 estimated expenditures		254,507	15,000			269,507	2	0
FY 2020 budget request		253,087	15,000			268,087	2	0
<b>PROCUREMENT TECHNICAL ASSISTANCE CENTER</b>								
FY 2018 expenditures	PTAC provides Vermont businesses with technical knowledge in understanding the procurement process in order to increase the percentage of Vermont business bidding and successfully obtain federal, state and local government contracts.	309,440	255	415,235		724,930	6	67,720
FY 2019 estimated expenditures		328,164		455,846		784,010	7	0
FY 2020 budget request		320,831		455,846		776,677	7	0
<b>Total Department</b>	<b>FY 2018 expenditures</b>	<b>4,772,286</b>	<b>1,543,969</b>	<b>1,245,924</b>	<b>-</b>	<b>7,562,179</b>	<b>18</b>	<b>4,612,292</b>
	<b>FY 2019 estimated expenditures</b>	<b>4,563,197</b>	<b>2,625,350</b>	<b>2,782,285</b>	<b>-</b>	<b>9,970,832</b>	<b>22</b>	<b>5,554,735</b>
	<b>FY 2020 budget request</b>	<b>4,742,394</b>	<b>1,645,350</b>	<b>3,708,366</b>	<b>45,000</b>	<b>10,141,110</b>	<b>22</b>	<b>5,011,099</b>

FY 2020 GOVERNOR'S BUDGET RECOMMENDATIONS - PROGRAM PERFORMANCE MEASURES BUDGET

PROGRAM INFORMATION		
1	AGENCY NAME:	Commerce and Community Development
2	DEPARTMENT NAME:	Economic Development
3	DIVISION NAME:	Vermont Economic Progress Council
4	PROGRAM NAME:	Vermont Employment Growth Incentives
5	PROGRAM NUMBER (if used):	

FY20 PROGRAM BUDGET			
6	PRIMARY APPROPRIATION #	7120010000	
7	FY 2020 Appropriation \$\$\$	\$10,141,110.00	
8	Portion (\$\$\$) of Appropriation Dedicated to Program	\$268,087.00	
9	Program Budget Amounts from other appropriation:		SECONDARY APPROPRIATION #
10	Program Budget Amounts from other appropriation:		
11	Program Budget Amounts from other appropriation:		
12	Program Budget Amounts from other appropriation:		
13	Program Budget Amounts from other appropriation:		
14	TOTAL PROGRAM BUDGET FY 2020	\$268,087.00	

FY18 PROGRAM ACTUALS			
	Fund	\$\$\$	Code
15	GF	\$229,008.27	10000
16	TF	\$0.00	20105
17	EF	\$0.00	20205
18	SF	\$5,000.00	21820
19	FF	\$0.00	22005
20	GC	\$0.00	20405
21	OTHER	\$0.00	
22	TOTAL ACTUAL FY18	\$234,008.27	

PROGRAM PERFORMANCE			
23	POPULATION-LEVEL OUTCOME: (3 VSA § 2311 (c))	(1) Vermont has a prosperous economy.	24 STRATEGIC OUTCOME: State Strategic Plan (1) Grow the economy.
25	POPULATION-LEVEL INDICATOR: (3 VSA 2311 (c) from 2014 Act 186)	(D) rate of resident unemployment per 1,000 residents	26 BREAKTHROUGH INDICATOR: State Strategic Plan Workforce Growth in AAA Rated States; and Vermont Employer Growth

*An Indicator is: A measurable condition of well-being for children, adults, families, communities. Examples: violent crime rate; median house price; unemployment rate; % of electric generation from renewable sources; % registered voters voting in general election; % structurally deficient bridges; etc. Not all performance measures have measurable Indicators, although the performance measure may well inform the ultimate Outcome and/or the state of the Outcome.*

	Performance Measure	Unit of Measure	Type	2015 Value	2016 Value	2017 Value	2018 Value	2019 Projection	2020 Forecast
27	VEGI Incentive Payments to Authorized Companies		1. How much did we do?	\$3,978,440	\$3,209,517	\$3,009,281	\$2,972,577	\$2,345,958	\$2,457,153
28	Number of New Qualifying Jobs Created		3. Is anyone better off?	773	693	178	275	135	104
29	Net New Revenue Per New Qualifying Job		2. How well did we do it?	\$8,468	\$6,035	\$10,363	\$12,317	\$23,615	\$21,219
30			select from drop down						
31			select from drop down						

**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.

32	<p>The VEGI programs authorizes companies to earn cash incentives if the project meets certain statutory criteria and the company will create qualifying new jobs for Vermonters and make qualifying capital investments in Vermont that are beyond their normal growth and because of the incentive. The incentives are earned and paid out over time only if the company meets and maintains payroll, headcount, and capital investment performance requirements in addition to maintaining their base payroll and employment. The purpose of the program (See 32 VSA Section 5813) is to generate net new revenue to the state by encouraging businesses to add new payroll, create new jobs, and make capital investments and sharing a portion of the revenue with the business. The new qualifying jobs must be full-time, permanent, and pay above 140% of Vermont minimum wage with a defined set of benefits; must be above 160% of Vermont minimum wage for certain regions of the state.</p> <p>Data limitations are caused by three limitations. The first is timing. The program operates on a calendar basis, not FY. The data used takes calendar year data and uses it for that fiscal year. For example, we used calendar year 2015 data for FY15. The other limitation is when data is available. Data based on actual activity is at least a year behind. For example, we will not have actual activity (incentives paid, new jobs created, net new revenue generated) in 2016 until 2018. Claims for activity in 2016, for example, were filed April 2017 and examined by the Department of Tax throughout 2016 and reported to VEPC in spring of 2018. Therefore, the data used for 2017 and later is all projected benchmarks, not actuals. Our job figures for 2015 and 2016 significantly exceeded our projections, which is why the figures for 2015 and 2016 are different than what was reported last year and why the jobs measure is nearly triple what had previously been reported. The second limitation is that projections are only known for companies currently authorized in the program. Companies that will receive authorization in 2018, 2019, and 2020 are not accounted for in projections for these years. As each year is verified there should be a positive impact on those figures as additional program participants will be accounted for.</p> <p>Finally, the data we are using is based in incentive amounts authorized and on what has been paid, which are limited by an annual cap. But, the annual amount of incentives authorized and paid has no bearing on our budget. Dollars for the incentives are not appropriated, they come from future revenues that are generated only because the incentives are approved for each project. So increasing or decreasing our budget has no bearing on the amount of incentives approved or denied or the jobs created. Additionally, the budget amount is for two staff (and operating expenses) to administer two programs, not just the VEGI program. Plus, Tax has a staff person involved in the VEGI program as well, and that budget portion is not included here.</p>								
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# Department of Tourism & Marketing

Wendy Knight, Commissioner

Tourism & Marketing	\$ 3,087,705
FY 2020 Governor's Recommend	\$ 3,087,705

## Fiscal Year 2020 Budget Changes by Dept. - Tourism and Marketing By Fund

	General \$\$	Interdept'l Transfer \$\$	All other \$\$	Total \$\$
<b>Approp #1 Tourism and Marketing: FY 2019 Approp</b>	<b>3,016,377</b>	<b>-</b>	<b>-</b>	<b>3,016,377</b>
				-
				-
<b>Approp #1, FY 2019 Approp Amended</b>	<b>3,016,377</b>	<b>-</b>	<b>-</b>	<b>3,016,377</b>
<b><u>Personal Services</u></b>				
Salary/Benefit - base increase	43,536			43,536
Personal Services net increase	15,383			15,383
Workers Compensation - base increase	465			465
Contracted 3rd Party Services	106,000			106,000
AOT MOU for collaborated contract use		4,587		4,587
<b>Total Personal Services Change</b>	<b>165,384</b>	<b>4,587</b>	<b>-</b>	<b>169,971</b>
<b><u>Operating</u></b>				
Internal Service Fees - base increase (Insurances, VISION, ADS Allocated Fee)	3,409			3,409
Service Level Agreement (SLA)	(707)			(707)
Membership dues and subscriptions change	(110,124)			(110,124)
Net Operating changes	8,779			8,779
<b>Total Operating Change</b>	<b>(98,643)</b>	<b>-</b>	<b>-</b>	<b>(98,643)</b>
<b>Total Additions/(Reductions) FY 2020 to reach Gov Rec</b>	<b>66,741</b>	<b>4,587</b>	<b>-</b>	<b>71,328</b>
<b>Approp #1 Tourism and Marketing FY 2020 Governor Recommend</b>	<b>3,083,118</b>	<b>4,587</b>	<b>-</b>	<b>3,087,705</b>
<b>Approp #2 VT Life Magazine: FY 2019 Approp</b>	<b>-</b>	<b>-</b>	<b>650,605</b>	<b>650,605</b>
Vermont Life Closure			(650,605)	(650,605)
				-
<b>Total Additions/(Reductions) FY 2020 to reach Gov Rec</b>	<b>-</b>	<b>-</b>	<b>(650,605)</b>	<b>(650,605)</b>
<b>Approp #2 FY 2020 VT Life Magazine Governor Recommend</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Tourism and Marketing FY 2020 Governor Recommend</b>	<b>3,083,118</b>	<b>4,587</b>	<b>-</b>	<b>3,087,705</b>

**State of Vermont**  
**FY2020 Governor's Recommended Budget: Rollup Report**

**Organization: 713000000 - Tourism and marketing**

**Budget Object Group: 1. PERSONAL SERVICES**

<b>Budget Object Rollup Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
Salaries and Wages	693,083	527,846	527,846	559,782	31,936	6.1%
Fringe Benefits	264,016	262,790	262,790	290,538	27,748	10.6%
Contracted and 3rd Party Service	337,203	357,619	357,619	468,206	110,587	30.9%
PerDiem and Other Personal Services	1,850	3,000	3,000	2,700	(300)	-10.0%
<b>Budget Object Group Total: 1. PERSONAL SERVICES</b>	<b>1,296,152</b>	<b>1,151,255</b>	<b>1,151,255</b>	<b>1,321,226</b>	<b>169,971</b>	<b>14.8%</b>

**Budget Object Group: 2. OPERATING**

<b>Budget Object Rollup Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
Equipment	8,078	6,258	6,258	8,172	1,914	30.6%
IT/Telecom Services and Equipment	23,983	28,258	28,258	30,437	2,179	7.7%
Travel	25,340	50,753	50,753	43,490	(7,263)	-14.3%
Supplies	18,578	20,609	20,609	31,113	10,504	51.0%
Other Purchased Services	1,505,846	1,629,078	1,629,078	1,524,488	(104,590)	-6.4%
Other Operating Expenses	1,613	1,493	1,493	1,514	21	1.4%
Rental Other	473	3,300	3,300	3,400	100	3.0%
Rental Property	1,115	1,533	1,533	0	(1,533)	-100.0%
Property and Maintenance	1,397	1,000	1,000	900	(100)	-10.0%
Repair and Maintenance Services	373	960	960	1,085	125	13.0%
Rentals	200	0	0	0	0	0.0%
<b>Budget Object Group Total: 2. OPERATING</b>	<b>1,586,995</b>	<b>1,743,242</b>	<b>1,743,242</b>	<b>1,644,599</b>	<b>(98,643)</b>	<b>-5.7%</b>

**Budget Object Group: 3. GRANTS**

<b>Budget Object Rollup Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
Grants Rollup	121,880	121,880	121,880	121,880	0	0.0%
<b>Budget Object Group Total: 3. GRANTS</b>	<b>121,880</b>	<b>121,880</b>	<b>121,880</b>	<b>121,880</b>	<b>0</b>	<b>0.0%</b>

<b>Total Expenses</b>	<b>3,005,027</b>	<b>3,016,377</b>	<b>3,016,377</b>	<b>3,087,705</b>	<b>71,328</b>	<b>2.4%</b>
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<b>Fund Name</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
General Funds	2,976,985	3,016,377	3,016,377	3,083,118	66,741	2.2%
IDT Funds	28,042	0	0	4,587	4,587	0.0%
<b>Funds Total</b>	<b>3,005,027</b>	<b>3,016,377</b>	<b>3,016,377</b>	<b>3,087,705</b>	<b>71,328</b>	<b>2.4%</b>

Position Count				8		
FTE Total				8		

**State of Vermont  
FY2020 Governor's Recommended Budget: Detail Report**

Organization: 713000000 - Tourism and marketing

**Budget Object Group: 1. PERSONAL SERVICES**

<b>Salaries and Wages</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Classified Employees	500000	693,083	176,114	176,114	306,580	130,466	74.1%
Exempt	500010	0	249,766	249,766	257,317	7,551	3.0%
Other Regular Employees	500020	0	121,764	121,764	0	(121,764)	-100.0%
Temporary Employees	500040	0	0	0	15,683	15,683	0.0%
Vacancy Turnover Savings	508000	0	(19,798)	(19,798)	(19,798)	0	0.0%
<b>Total: Salaries and Wages</b>		<b>693,083</b>	<b>527,846</b>	<b>527,846</b>	<b>559,782</b>	<b>31,936</b>	<b>6.1%</b>
<b>Fringe Benefits</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
FICA - Classified Employees	501000	51,659	22,788	22,788	23,455	667	2.9%
FICA - Exempt	501010	0	19,107	19,107	19,685	578	3.0%
Health Ins - Classified Empl	501500	109,875	65,446	65,446	72,978	7,532	11.5%
Health Ins - Exempt	501510	0	48,556	48,556	47,957	(599)	-1.2%
Retirement - Classified Empl	502000	89,784	52,039	52,039	62,173	10,134	19.5%
Retirement - Exempt	502010	0	43,633	43,633	52,184	8,551	19.6%
Dental - Classified Employees	502500	5,212	4,060	4,060	4,265	205	5.0%
Dental - Exempt	502510	0	2,436	2,436	2,559	123	5.0%
Life Ins - Classified Empl	503000	2,169	1,257	1,257	1,293	36	2.9%
Life Ins - Exempt	503010	0	1,055	1,055	1,086	31	2.9%
LTD - Classified Employees	503500	325	0	0	0	0	0.0%
LTD - Exempt	503510	0	574	574	591	17	3.0%
EAP - Classified Empl	504000	223	150	150	155	5	3.3%
EAP - Exempt	504010	0	90	90	93	3	3.3%
Workers Comp - Ins Premium	505200	1,562	1,599	1,599	2,064	465	29.1%
Unemployment Compensation	505500	3,206	0	0	0	0	0.0%
<b>Total: Fringe Benefits</b>		<b>264,016</b>	<b>262,790</b>	<b>262,790</b>	<b>290,538</b>	<b>27,748</b>	<b>10.6%</b>

<b>Contracted and 3rd Party Service</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
IT Contracts - Servers	507543	21,000	20,340	20,340	20,340	0	0.0%
Contr&3Rd Pty - Info Tech	507550	0	0	0	0	0	0.0%
Creative/Development	507561	0	75,000	75,000	75,000	0	0.0%
Advertising/Marketing-Other	507563	104,283	58,000	58,000	151,000	93,000	160.3%
Media-Planning/Buying	507564	79,370	76,000	76,000	86,000	10,000	13.2%
Other Contr and 3Rd Pty Serv	507600	132,549	128,279	128,279	135,866	7,587	5.9%
Contractual & 3Rd Party	507999	0	0	0	0	0	0.0%
<b>Total: Contracted and 3rd Party Service</b>		<b>337,203</b>	<b>357,619</b>	<b>357,619</b>	<b>468,206</b>	<b>110,587</b>	<b>30.9%</b>

<b>PerDiem and Other Personal Services</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Per Diem	506000	1,850	3,000	3,000	2,700	(300)	-10.0%
<b>Total: PerDiem and Other Personal Services</b>		<b>1,850</b>	<b>3,000</b>	<b>3,000</b>	<b>2,700</b>	<b>(300)</b>	<b>-10.0%</b>

<b>Total: 1. PERSONAL SERVICES</b>	<b>1,296,152</b>	<b>1,151,255</b>	<b>1,151,255</b>	<b>1,321,226</b>	<b>169,971</b>	<b>14.8%</b>
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**Budget Object Group: 2. OPERATING**

<b>Equipment</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Hardware - Desktop & Laptop Pc	522216	7,713	6,258	6,258	4,172	(2,086)	-33.3%
Other Equipment	522400	365	0	0	4,000	4,000	0.0%
<b>Total: Equipment</b>		<b>8,078</b>	<b>6,258</b>	<b>6,258</b>	<b>8,172</b>	<b>1,914</b>	<b>30.6%</b>



		FY2019 Original		FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>IT/Telecom Services and Equipment</b>		<b>FY2018 Actuals As Passed Budget</b>					
Description	Code						
Telecom-Video Conf Services	516653	0	0	0	0	0	0.0%
Telecom-Toll Free Phone Serv	516657	0	1,000	1,000	1,000	0	0.0%
Telecom-Conf Calling Services	516658	8	100	100	50	(50)	-50.0%
Telecom-Wireless Phone Service	516659	2,978	3,550	3,550	3,500	(50)	-1.4%
ADS Enterp App Supp SOV Emp Exp	516660	9,563	13,310	13,310	12,603	(707)	-5.3%
It Intsvccost-Vision/Isdassess	516671	519	506	506	511	5	1.0%
ADS Centrex Exp.	516672	0	2,005	2,005	2,005	0	0.0%
ADS Allocation Exp.	516685	9,997	6,987	6,987	9,968	2,981	42.7%
Software as a Service	519085	571	0	0	0	0	0.0%
Hw - Computer Peripherals	522201	143	0	0	0	0	0.0%
Hw-Personal Mobile Devices	522258	203	800	800	800	0	0.0%
<b>Total: IT/Telecom Services and Equipment</b>		<b>23,983</b>	<b>28,258</b>	<b>28,258</b>	<b>30,437</b>	<b>2,179</b>	<b>7.7%</b>

		FY2019 Original		FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Other Operating Expenses</b>		<b>FY2018 Actuals As Passed Budget</b>					
Description	Code						
Single Audit Allocation	523620	1,585	1,493	1,493	1,514	21	1.4%
Registration & Identification	523640	28	0	0	0	0	0.0%
<b>Total: Other Operating Expenses</b>		<b>1,613</b>	<b>1,493</b>	<b>1,493</b>	<b>1,514</b>	<b>21</b>	<b>1.4%</b>

		FY2019 Original		FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
<b>Other Purchased Services</b>		<b>FY2018 Actuals As Passed Budget</b>					
Description	Code						
Insurance Other Than Empl Bene	516000	5,841	7,602	7,602	8,160	558	7.3%
Insurance - General Liability	516010	1,226	1,611	1,611	1,476	(135)	-8.4%
Dues	516500	80,013	159,950	159,950	38,822	(121,128)	-75.7%
Telecom-Mobile Wireless Data	516623	1,200	1,730	1,730	1,530	(200)	-11.6%
Advertising-Tv	516811	15,000	0	0	15,000	15,000	0.0%
Advertising-Radio	516812	8,608	5,500	5,500	9,500	4,000	72.7%
Advertising-Print	516813	115,193	100,400	100,400	122,400	22,000	21.9%

Advertising-Web	516814	795,913	1,079,728	1,079,728	1,081,712	1,984	0.2%
Advertising-Other	516815	20,274	3,000	3,000	3,000	0	0.0%
Advertising - Out of Home	516817	221,099	45,833	45,833	90,288	44,455	97.0%
Advertising - Job Vacancies	516820	344	0	0	0	0	0.0%
Trade Shows & Events	516870	30,257	36,050	36,050	37,950	1,900	5.3%
Giveaways	516871	4,714	1,900	1,900	0	(1,900)	-100.0%
Sponsorships	516872	99,729	78,350	78,350	0	(78,350)	-100.0%
Photography	516875	31,250	1,000	1,000	5,000	4,000	400.0%
Printing and Binding	517000	2,774	11,550	11,550	3,150	(8,400)	-72.7%
Printing & Binding-Bgs Copy Ct	517005	521	0	0	550	550	0.0%
Printing-Promotional	517010	12,323	13,150	13,150	21,350	8,200	62.4%
Registration For Meetings&Conf	517100	3,580	6,800	6,800	5,900	(900)	-13.2%
Postage	517200	20,166	41,493	41,493	40,500	(993)	-2.4%
Postage - Bgs Postal Svcs Only	517205	547	0	0	0	0	0.0%
Freight & Express Mail	517300	23,980	27,431	27,431	30,000	2,569	9.4%
Outside Conf, Meetings, Etc	517500	54	0	0	0	0	0.0%
Other Purchased Services	519000	40	0	0	0	0	0.0%
Brochure Distribution	519030	11,200	6,000	6,000	8,200	2,200	36.7%
<b>Total: Other Purchased Services</b>		<b>1,505,846</b>	<b>1,629,078</b>	<b>1,629,078</b>	<b>1,524,488</b>	<b>(104,590)</b>	<b>-6.4%</b>

<b>Property and Maintenance</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Rep&Maint-Info Tech Hardware	513000	0	0	0	0	0	0.0%
Repair & Maint - Office Tech	513010	897	1,000	1,000	900	(100)	-10.0%
Other Repair & Maint Serv	513200	500	0	0	0	0	0.0%
<b>Total: Property and Maintenance</b>		<b>1,397</b>	<b>1,000</b>	<b>1,000</b>	<b>900</b>	<b>(100)</b>	<b>-10.0%</b>

<b>Rental Other</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Rental - Auto	514550	420	3,300	3,300	3,400	100	3.0%
Rental - Other	515000	53	0	0	0	0	0.0%
<b>Total: Rental Other</b>		<b>473</b>	<b>3,300</b>	<b>3,300</b>	<b>3,400</b>	<b>100</b>	<b>3.0%</b>

<b>Rental Property</b>		<b>FY2019 Original FY2018 Actuals As Passed Budget</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Rent Land&Bldgs-Non-Office	514010	1,115	1,533	1,533	0	(1,533)	-100.0%
<b>Total: Rental Property</b>		<b>1,115</b>	<b>1,533</b>	<b>1,533</b>	<b>0</b>	<b>(1,533)</b>	<b>-100.0%</b>

<b>Supplies</b>		<b>FY2019 Original FY2018 Actuals As Passed Budget</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Office Supplies	520000	450	1,650	1,650	1,500	(150)	-9.1%
Gasoline	520110	798	1,900	1,900	1,350	(550)	-28.9%
Other General Supplies	520500	319	0	0	200	200	0.0%
Food	520700	180	0	0	0	0	0.0%
Subscriptions	521510	3,614	15,859	15,859	0	(15,859)	-100.0%
Subscriptions Other Info Serv	521515	13,218	1,200	1,200	28,063	26,863	2,238.6%
<b>Total: Supplies</b>		<b>18,578</b>	<b>20,609</b>	<b>20,609</b>	<b>31,113</b>	<b>10,504</b>	<b>51.0%</b>

<b>Travel</b>		<b>FY2019 Original FY2018 Actuals As Passed Budget</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Travel In-State Employee	517999	0	0	0	0	0	0.0%
Travel-Inst-Auto Mileage-Emp	518000	2,336	6,170	6,170	3,200	(2,970)	-48.1%
Travel-Inst-Other Transp-Emp	518010	695	1,300	1,300	1,100	(200)	-15.4%
Travel-Inst-Meals-Emp	518020	127	200	200	350	150	75.0%
Travel-Inst-Lodging-Emp	518030	2,824	1,100	1,100	3,150	2,050	186.4%
Travel-Inst-Incidentals-Emp	518040	119	160	160	300	140	87.5%
Travel In-State Non-Employee	518299	0	0	0	0	0	0.0%
Travel-Inst-Auto Mileage-Nonemp	518300	1,261	1,200	1,200	1,300	100	8.3%
Travel-Inst-Other Trans-Nonemp	518310	54	100	100	100	0	0.0%
Travel-Inst-Meals-Nonemp	518320	145	200	200	150	(50)	-25.0%
Travel-Inst-Lodging-Nonemp	518330	0	200	200	200	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	176	750	750	720	(30)	-4.0%
Travel-Outst-Other Trans-Emp	518510	3,918	11,423	11,423	8,700	(2,723)	-23.8%

Travel-Outst-Meals-Emp	518520	1,763	3,700	3,700	2,150	(1,550)	-41.9%
Travel-Outst-Lodging-Emp	518530	9,453	22,700	22,700	18,500	(4,200)	-18.5%
Travel-Outst-Incidentals-Emp	518540	567	1,250	1,250	1,270	20	1.6%
Trav-Outst-Automileage-Nonemp	518700	0	0	0	0	0	0.0%
Trvl-Outst-Other Trans-Nonemp	518710	1,452	300	300	2,300	2,000	666.7%
Travel-Outst-Lodging-Nonemp	518730	450	0	0	0	0	0.0%
<b>Total: Travel</b>		<b>25,340</b>	<b>50,753</b>	<b>50,753</b>	<b>43,490</b>	<b>(7,263)</b>	<b>-14.3%</b>

Description	Code	FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
Software-Repair&Maint-Servers	513056	373	960	960	1,085	125	13.0%
<b>Total: Repair and Maintenance Services</b>		<b>373</b>	<b>960</b>	<b>960</b>	<b>1,085</b>	<b>125</b>	<b>13.0%</b>

Description	Code	FY2018 Actuals	FY2019 Original As Passed Budget	FY2019 Governor's BAA Recommended Budget	FY2020 Governor's Recommended Budget	Difference Between FY2020 Governor's Recommend and FY2019 As Passed	Percent Change FY2020 Governor's Recommend and FY2019 As Passed
Software-License-DeskLaptop PC	516559	200	0	0	0	0	0.0%
<b>Total: Rentals</b>		<b>200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>Total: 2. OPERATING</b>		<b>1,586,995</b>	<b>1,743,242</b>	<b>1,743,242</b>	<b>1,644,599</b>	<b>(98,643)</b>	<b>-5.7%</b>
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**Budget Object Group: 3. GRANTS**

<b>Grants Rollup</b>		<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
<b>Description</b>	<b>Code</b>						
Other Grants	550500	121,880	121,880	121,880	121,880	0	0.0%
<b>Total: Grants Rollup</b>		<b>121,880</b>	<b>121,880</b>	<b>121,880</b>	<b>121,880</b>	<b>0</b>	<b>0.0%</b>
<b>Total: 3. GRANTS</b>		<b>121,880</b>	<b>121,880</b>	<b>121,880</b>	<b>121,880</b>	<b>0</b>	<b>0.0%</b>
<b>Total Expenses:</b>		<b>3,005,027</b>	<b>3,016,377</b>	<b>3,016,377</b>	<b>3,087,705</b>	<b>71,328</b>	<b>2.4%</b>

<b>Fund Name</b>		<b>Fund Code</b>	<b>FY2018 Actuals</b>	<b>FY2019 Original As Passed Budget</b>	<b>FY2019 Governor's BAA Recommended Budget</b>	<b>FY2020 Governor's Recommended Budget</b>	<b>Difference Between FY2020 Governor's Recommend and FY2019 As Passed</b>	<b>Percent Change FY2020 Governor's Recommend and FY2019 As Passed</b>
General Fund	10000	2,976,985	3,016,377	3,016,377	3,083,118	66,741	2.2%	
Inter-Unit Transfers Fund	21500	28,042	0	0	4,587	4,587	0.0%	
<b>Funds Total:</b>		<b>3,005,027</b>	<b>3,016,377</b>	<b>3,016,377</b>	<b>3,087,705</b>	<b>71,328</b>	<b>2.4%</b>	
Position Count					8			
FTE Total					8			

Report ID: VTPB-28 GRANTS\_INVENTORY

State of Vermont  
FY2020 Governor's Recommended Budget  
Grants Out Inventory Report



Department: 7130000000 - Tourism and marketing

Budget Request Code	Fund	Justification	Est Amount
8613	10000	VT Convention & Visitors Bureau	\$95,000
8613	10000	VT Mountain Bike Association	\$26,880
		Total	121,880

Report ID: VTPB-23 IDT\_RECEIPTS

State of Vermont  
FY2020 Governor's Recommended Budget  
Interdepartmental Transfers Inventory Report



**Department: 713000000 - Tourism and marketing**

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Budget Request Code	Fund	Justification	Est Amount
8612	21500	BU 08100 - CISION Contract Contribution	\$4,587
		<b>Total</b>	<b>4,587</b>

**CONTRACT DETAIL**

**Department of Tourism & Marketing Contracts**

<b>FY 20 CONTRACT DETAIL</b>				
<b>FY 2020</b>				
<b>Contracts</b>				
<b>Name/Type</b>	<b>Account Code</b>	<b>Request</b>	<b>General Fund</b>	<b>IDT 21500</b>
Competitive Computing - Site Core	507543	20,340	20,340	
Advertising Agency	507561	75,000	75,000	
Fulfillment & Storage Center	507600	76,520	76,520	
Media Planning/Buying	507564	86,000	86,000	
Tradeshaw Advertising - Canadian	507563	20,000	20,000	
Marketing Representation	507563	101,000	101,000	
Global Marketing Consultation	507563	30,000	30,000	
New England Tourism Center-Mail	507600	15,000	15,000	
Cision US Clipping Services	507600	18,346	13,759	4,587
Travel Survey Research - TNS/VisaView	507600	26,000	26,000	
<b>Total Tourism &amp; Marketing</b>		<b>468,206</b>	<b>463,619</b>	<b>4,587</b>
Contr & 3rd Pty-Info Tech	507543	20,340	20,340	
Advertising/Marketing -Web Design	507561	75,000	75,000	
Advertising/Marketing -Other	507563	151,000	151,000	
Media-Planning/Buying	507564	86,000	86,000	
Other Contracts & Third Party Svcs	507600	135,866	131,279	4,587
		<b>468,206</b>	<b>463,619</b>	<b>4,587</b>



**Department of Tourism and Marketing (VDTM)**  
**Fiscal Year 2020 Budget**  
**Strategic Overview and Program Performance Narrative**

**STRATEGIC OVERVIEW**

**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.

The Vermont Department of Tourism and Marketing's (VDTM) key objective is to expand awareness of the Vermont brand and promote Vermont as a tourism, recreation, and conference destination, with the primary goals of increasing the number of visitors to the state and for longer stays and encouraging the purchase of Vermont products and services. To accomplish the objective, VDTM markets Vermont to likely travelers from within the state, across the country, and around the world, and encourages residents and visitors to purchase Vermont-made products and experiences.

**POPULATION SERVED**

VDTM serves four primary population groups: hospitality business, VT residents, visitors, and goods and service producing businesses within Vermont.

- a. Businesses in Vermont that fall under the hospitality sector include hotels, resorts, inns, B&B's, attractions, restaurants, craft beverage and food manufacturers and other businesses that provide hospitality services.
- b. The second group served by the Vermont Department of Tourism and Marketing are the residents of Vermont. The \$391 million in tax revenue collection from out-of-state tourism results in a tax savings of \$1,450 for every Vermont household. The Department also 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.
- c. This, in turn, helps to support the businesses that provide these services and experiences, including agricultural and wood manufacturers, attractions, craft breweries, cidemakers, distilleries and winemakers, and other entrepreneurs and businesses.
- d. The third population served is the visitors to Vermont. The Department provides these visitors with information to help them make informed decisions when planning their visits to our state. In 2017, visitors to Vermont contributed \$2.8 billion in spending. This is up from \$2.6 billion in 2015. The number of visits has remained steady at 13 million, but overnight stays has increased to 7.8 million and total visitor nights have increased to 22 million. Room receipts have increased by 14 percent since 2015.

## OUTCOMES AND MEASURES

### PERFORMANCE-BASED BUDGET

The three categories below represent VDTM's measures for the performance-based budget pilot. VDTM, in coordination with the Department of Finance and Management, selected these categories based on areas impacted by VDTM.

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

The table below describes these three measures along with their performance from FY 16 – 19.

Measures		FY 2016	FY 2017	FY 2018	FY 2019 Projection	FY 2020 Forecast
Occupancy at Vermont State Parks	Occupancy	411,269	414,185	427,370	427,000	427,000
Jobs in the hospitality sector	Jobs	35,200	35,300	32,200	32,200	32,200
Increase of rooms & meals tax revenue	\$ increase tax revenue (millions)	\$3,340,000	\$5,000,000	\$7,877,563	\$5,000,000	\$5,000,000

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 indicates an increase in the number of people recreating in Vermont.

### SALES AND MARKETING

#### Markets:

- Key Northeast drive/fly markets include Washington DC, New York City, Boston, Albany, Hartford/New Haven, Springfield, Philadelphia, Quebec (especially the metropolitan areas of Montreal), and Toronto.
- Emerging direct fly markets include Charlotte North Carolina; Atlanta, Georgia; Philadelphia, Pennsylvania; and Toronto
- Distant domestic markets (typically air travelers) are Florida, Texas, California and Illinois.
- Overseas international markets include the United Kingdom, Ireland, German, Australia, New Zealand, and France.

### Advertising:

The Fiscal 2020 advertising strategy includes a combination of digital advertising, native advertising (sponsored content), digital radio, magazine, and out-of-home (outdoor advertising). Advertisements are placed in print and online publications, broadcast networks, and physical locations (events, train stations) that reach Vermont's core demographic audiences in our top markets. The call-to-action on all our advertising and collateral directs consumers to VermontVacation.com.

### Web Technology:

[VermontVacation.com](http://VermontVacation.com), the state's official tourism website, provides travelers with useful tools and trip details to research and plan their vacations. The website can be accessed from mobile devices and computers and provides useful information regardless of where in the planning process visitors are. The website includes a statewide events calendar, business directory, and inspiring content in the newly added [Stories From VT section](#). VDTM's long-standing partner, the Vermont Chamber of Commerce, manages the Stay & Play Directory to ensure business listings are accurate and current. VermontVacation.com continues to be maintained and updated by VDTM staff, allowing nimble positioning on web enhancements and other strategic decisions, contributing to an increase in website traffic to 62,300 unique monthly visitors in 2018, up from 52,500 the previous year.

### Mobile:

FY 20 includes strategic 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 VDTM shifted investments in marketing and tools to direct consumers to our state. VDTM purchases mobile display, in application, retargeted and programmatic advertising to promote Vermont as a tourism destination.

### Digital:

VDTM continues to aggressively market Vermont online to new and repeat visitors in Montréal, New York City, Washington DC, and Boston. The Department utilizes new technology and strategies in key markets to reach consumers. Tactics include social media advertising, contextual banner ad placement, native advertising, in app mobile placements, and search engine advertising.

### Social Media:

VDTM nurtures social media engagement to build a community of passionate Vermont enthusiasts who amplify our marketing efforts with their personal social media connections. Through social media channels Facebook, Twitter, Instagram and YouTube, VDTM provides a fully interactive experience, enabling Vermont "fans" to share, comment on, and recommend locations, attractions and events that ultimately build Vermont brand awareness and motivate others in visiting Vermont.

### Online Travel Agencies (OTA):

To target consumers where they are making travel decisions and bookings, VDTM has developed marketing partnerships with online travel agencies like Expedia, BedandBreakfest.com, Priceline 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.

### Digital Radio:

Digital Radio continues to be one of VDTM's top performing advertising channel. VDTM 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, VDTM 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 VDTM 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 advertising far above what our budget would allow.

### Media Tracking:

VDTM is utilizing two new travel market media tracking systems, Arrivalist, and ADARA. Arrivalist anonymously measures change in the locations of GPS network enabled devices allowing the Department to monitor the consumers journey from 1<sup>st</sup> digital media exposure to arrival in the market. ADARA leverages 1<sup>st</sup> party data from major airlines, hotels, rental car companies allowing the Department to target consumers during their planning process and track consumers spending after media exposure. When a consumer interacts with Vermont digital advertising or VermontVacation.com an anonymous tracking pixel is placed. Once the consumer arrives in market, we can chart how effective and efficient the media influenced visitation.

### Marketing Partnerships:

Collaborative marketing with both the private and public 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 associations have allowed VDTM's budget to increase the state's investment.

### Domestic Sales:

Group tours and travel continues to be an integral part of Vermont tourism's mix. Vermont maintains a strong presence in the travel trade product offerings by networking with tour operators and travel agents at established conferences such as the American Bus Association Marketplace and U.S. Travel's IPW. Annual face-to-face meetings with industry decision-makers create strong relationships that lead to the development of Vermont itineraries.

VDTM partners with the Vermont Tourism Network (a group tour planning resource) to best align strategies and efforts, which allows for more reach with limited budgets. VDTM and VTN bring hundreds of motor coach companies to Vermont with thousands of travelers during all four seasons. Additionally, VDTM is tapping into niche markets such as motorcyclists, craft beer and food enthusiasts, adventurers, and multi-generation families. VDTM staff interact with consumers at special events and consumer travel shows to highlight Vermont as a vacation destination. At these events, thousands of potential visitors from across the U.S. Northeast, Quebec, and Montreal have an opportunity to interact with a friendly Vermonter and pickup well-crafted Vermont collateral, further inspiring their visit to The Green Mountain State.

### Culture Heritage:

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 has recently expanded the Vermont African American Heritage Trail, growing the trail since 2013 to include 22 sites of interest across Vermont. The popular trail has generated interest from a national and international audiences seeking out the historic and modern African American experience, resulting in multiple reprints of the marketing materials.

### Agritourism:

Vermont is at the forefront of another growing trend nationwide: Agritourism. Eating local in Vermont has been a way of life for many, long before the "farm-to-table" was coined. Agritourism activities connect visitors to the state's working landscape and highlight tastings, tours, farm stays, workshops, festivals, events and direct sales of agricultural and value-added products through pick-your-own, CSAs, farm stands and farmer's markets.

### Outdoor Recreation:

Outdoor recreation plays a pivotal role in Vermont tourism. Vermont had nearly 4 million skier visits in 2017 that resulted in \$900 in direct spending. In addition to our world-class skiing, Vermont is well known for its mountain and road biking, hiking trails, waterways and fly fishing. While several recreation organizations in Vermont have measured impact in their specific sectors, the state lacks a complete economic impact report for Vermont's outdoor recreation sector. As such, the Vermont Outdoor Recreation Economic Collaborative (VOREC) steering committee has recommended that we conduct a statewide study to measure and track Vermont's the outdoor resources and economy.

## COMMUNICATIONS AND OUTREACH

### Public Relations:

VDTM actively engages with the media for positive coverage of Vermont as a tourism destination by distributing press releases, generating and pitching storylines, facilitating news coverage, and coordinating media familiarization (FAM) trips, where journalists travel to Vermont to experience our tourism destinations and attractions first hand. VDTM also assists local chambers and organizations throughout the state with their communications and editorial strategies and accrues earned media for other state agencies.

The cumulative publicity value of the thousands of articles written about tourism sectors in Vermont each year transcend traditional marketing. These editorial stories inspire potential travelers, reinforce frequent visitors' affinity for the State, and collectively strengthen the Vermont brand. Additionally, travel stories published about Vermont translate into millions of dollars in advertising equivalent publicity annually. In 2018, stories about Vermont travel and tourism experiences including out Stay to Stay Weekends have appeared in the *Boston Globe*, *Boston Herald*, *New York Times*, *Bon Appetit*, *NBC Nightly News*, *CNN*, *National Public Radio*, New England Cable News (TV and online) and hundreds more publications and news sites.

### Social Media:

VDTM nurtures social media engagement to build a community of passionate Vermont enthusiasts who amplify our marketing efforts with their personal social media connections. Through social media channels Facebook, Twitter, Instagram and YouTube, VDTM provides a fully interactive experience, enabling Vermont "fans" to share, comment on, and recommend locations, attractions and events that ultimately build Vermont brand awareness and motivate others in visiting Vermont.

VDTM has grown its social media community significantly this past year. We currently have over 50,000 Facebook followers, 43,000 followers on two Twitter accounts, 29,000 followers on Instagram, and 2,000 subscribers on YouTube. VDTM shares dozens of posts weekly on multiple channels which generate hundreds of thousands of weekly social media impressions. Our Social Media Influencer Program has brought prominent social media influencers – primarily Instagram personalities based in the Northeast - to visit Vermont and share their travel experiences with photography and video. As with editorial coverage, these social media posts illuminate our many tourism assets, inspire further visitation, and strengthen the Vermont brand. Our followers across all social media is up 20 percent.

### Consumer Newsletter:

VDTM sends a monthly newsletter to consumer that have signed up to receive information about Vermont vacations, attractions, makers etc. Subscribers have increased from 88,000 to 125,000 in the last year. The newsletter open rate is 15 percent, far above industry average.

## RESEARCH AND ANALYSIS

Every two years, VDTM prepares its Benchmark report on Tourism. Moving forward we will prepare this annually, The purpose is to describe qualitatively and quantitatively the impacts of tourism on the Vermont economy. These impacts include jobs and income for Vermonters, revenue for state and local governments, and improved cultural and recreational opportunities for Vermont residents. Visitor spending generates approximately 90 percent of the taxable receipts for room rentals and between 35 and 40 percent of total restaurant expenditures in Vermont.

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.

**Department of Tourism and Marketing**

**COMMISSIONER**  
Wendy Knight

**DEPUTY COMMISSIONER**  
Vacant

**STAFF: 8**  


**SUMMARY OF  
FY 2018 IMPACTS**

**13.1 M**  
AVERAGE ANNUAL  
VISITORS





**\$2.8 B**  
ECONOMIC IMPACT

**\$391 M**  
TAX REVENUE GENERATED

**\$1,450**  
TAX SAVINGS TO EVERY  
VERMONT HOUSEHOLD

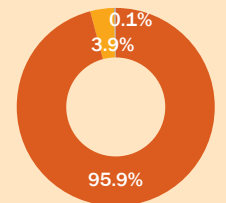
**\$2.6 M**  
PROGRAM DOLLARS  
INVESTED

**FY 2018 MAJOR DEPARTMENT HIGHLIGHTS**

<p><b>ADVERTISING AND DIGITAL MEDIA</b> The Department's advertising strategy includes digital, native, digital radio, print, and outdoor advertising. The call to action on advertising campaigns directs consumers to <a href="http://www.VermontVacation.com">www.VermontVacation.com</a>.</p>	 <b>\$2.0 M</b> Program Dollars Invested	 <b>\$600,000</b> Cooperative Advertising Dollars Leveraged	 <b>\$3.9 M</b> Direct Revenue to Vermont Businesses from Tracked Ads
<p><b>EARNED MEDIA AND PUBLIC RELATIONS</b> The Department coordinates internal and external communications, public outreach, earned media and media relations, and maintains relationships among statewide and regional tourism partners.</p>	 <b>\$159,427</b> Program Dollars Invested	 <b>434.1 M</b> Media Impressions	 <b>\$135.7 M</b> Value of Media Coverage
<p><b>SALES AND TRADE SHOWS</b> Interaction with consumers, tour operators and agents at special events and consumer travel shows highlights Vermont as a vacation destination in a personally relevant way that other promotional mediums cannot.</p>	 <b>\$286,716</b> Program Dollars Invested	 <b>\$10,410</b> Dollars Leveraged Through Partnerships	 <b>4,074</b> Consumers, Tour Operators, and Journalists Reached
<p><b>OUTDOOR RECREATION AND CULTURAL PARTNERSHIPS</b> Outdoor recreation plays a significant role in Vermont's tourism economy, as does cultural heritage, and agritourism.</p>	 <b>\$107,935</b> Program Dollars Invested	 <b>\$163,500</b> Dollars Leveraged Through Partnerships	 <b>260</b> Vermont Business Partners Served
<p><b>STAY TO STAY WEEKENDS</b> The Stay to Stay Weekend program is designed to connect out-of-state visitors interested in moving to Vermont with employers, entrepreneurs, and potential neighbors in local communities.</p>	 <b>\$30,615</b> Program Dollars Invested	 <b>140</b> Participants	 <b>32%</b> Participant Conversion Rate (7 New Residents, 32 Planning to Move)

**FY 2020**  
PROPOSED GENERAL FUND APPROPRIATION  
**\$3.1 M**

**BUDGET**  
\$3,087,705  
8 STAFF



- \$2,961,238 General Funds [operational]
- \$121,880 Pass-through grants
- \$4,587 All other funds



**Department of Tourism and Marketing**

**COMMISSIONER**  
Wendy Knight

**DEPUTY COMMISSIONER**  
Vacant



**FY 2018 ECONOMIC IMPACT**

**TAX REVENUE**

Vermont's tourism industry is a crucial part of our economy. The tax revenue the tourism industry generates reduces the tax burden on Vermont residents.



**\$391 M**

Tax Revenue Generated by Tourism Spending



**\$1,450**

Tax Relief Per Year Per Vermont Household



**100%**

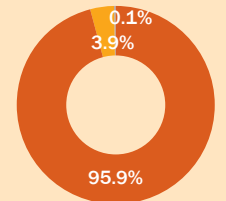
Percentage of Vermont Households Benefited (269,655 Households)

**FY 2020**

PROPOSED GENERAL FUND APPROPRIATION

**\$3.1 M**

**BUDGET**  
\$3,087,705  
8 STAFF



- \$2,961,238 General Funds [operational]
- \$121,880 Pass-through grants
- \$4,587 All other funds

**SUMMARY OF FY 2018 IMPACTS**

**13.1 M**

AVERAGE ANNUAL VISITORS

**\$2.8 B**

ECONOMIC IMPACT

**\$391 M**

TAX REVENUE GENERATED

**\$1,450**

TAX SAVINGS TO EVERY VERMONT HOUSEHOLD

**\$2.6 M**

PROGRAM DOLLARS INVESTED

**VISITATION**

Tourism visitation consists of attractions, outdoor recreation, lodging and dining. Data shows that visitation trends remain strong, which directly reduces Vermonters' tax burden while improving the bottom line of thousands of local businesses.



**13.1 M**

Visitors



**\$2.8 B**

Visitor Spending at Attractions, Lodging and Dining Establishments



**7.8 M**

Overnight Stays

**EMPLOYMENT**

Visitor spending supports the salaries of over 32,000 Vermonters. It generates business income that circulates through the economy via day-to-day commerce of our local businesses.



**32,204**

Jobs in the Tourism Industry



**\$1.0 B**

Wages Paid in the Tourism Industry



**10%**

Percentage of Vermont's Workforce

FISCAL YEAR 2020 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 \$\$	All other funds \$\$	Total funds \$\$	Authorized positions	Amounts granted out
<u>Administration</u>						
FY 2018 expenditures	Leadership, management and administrative support for all programs; industry support and partnership; national and international representation of Vermont tourism; administration of grant funds are all part of the general administration of the department.	470,442		470,442	2	121,880
FY 2019 estimated expenditures		300,933		300,933	2	
FY 2020 budget request		297,901		297,901	2	
<u>Sales and Marketing</u>						
FY 2018 expenditures	Coordinate strategic direct advertising campaigns to promote Vermont as a top year-round tourism destination. Develop, produce and purchase advertising media, develop and promote owned media and engage in all forms of digital marketing. Co-promotion and co-sponsorship with private sector partners to promote Vermont. Travel trade relations which includes participation in domestic and international trade shows and sales missions.	2,272,909	28,042	2,300,951	5	
FY 2019 estimated expenditures		2,372,435		2,372,435	5	
FY 2020 budget request		2,420,866		2,420,866	5	
<u>Communications and Outreach</u>						
FY 2018 expenditures	Coordinates internal and external communications, manages social media marketing, maintains databases, public outreach, earned media and media relations, and maintains relationships among statewide and regional tourism, outdoor recreation, agriculture, arts and cultural heritage organizations.	102,634		102,634	1	
FY 2019 estimated expenditures		247,409		247,409	1	121,880
FY 2020 budget request		268,351	4,587	272,938	1	121,880
<u>Research &amp; Analysis</u>						
FY 2018 expenditures	Provides studies of visitor demographics, interests, activities, spending and economic impact for use in marketing strategies and policy decisions.	131,000		131,000	0	
FY 2019 estimated expenditures		95,600		95,600	0	
FY 2020 budget request		96,000		96,000	0	
<u>Vermont Life Magazine</u>						
FY 2018 expenditures	The division existed to promote and enhance the iconic Vermont brand that attracts visitors, second homeowners, and potential residents and workers to the State. Vermont Life operations ceased as of June 2018.		342,141	342,141	7	
FY 2019 estimated expenditures			650,605	650,605	0	
FY 2020 budget request			0	0	0	
<b>Total Department</b>		<b>2,976,985</b>	<b>370,183</b>	<b>3,347,168</b>	<b>15</b>	<b>121,880</b>
		<b>3,016,377</b>	<b>650,605</b>	<b>3,666,982</b>	<b>8</b>	<b>121,880</b>
		<b>3,083,118</b>	<b>4,587</b>	<b>3,087,705</b>	<b>8</b>	<b>121,880</b>

FY 2020 GOVERNOR'S BUDGET RECOMMENDATIONS - PROGRAM PERFORMANCE MEASURES BUDGET

PROGRAM INFORMATION		
1	AGENCY NAME:	Commerce and Community Development
2	DEPARTMENT NAME:	Department of Tourism and Marketing
3	DIVISION NAME:	
4	PROGRAM NAME:	
5	PROGRAM NUMBER (if used):	

FY20 PROGRAM BUDGET			
6	PRIMARY APPROPRIATION #	713000000	
7	FY 2020 Appropriation \$\$\$	\$3,087,705.00	
8	Portion (\$\$\$) of Appropriation Dedicated to Program	\$1,710,672.00	
9	Program Budget Amounts from other appropriation:		SECONDARY APPROPRIATION #
10	Program Budget Amounts from other appropriation:		
11	Program Budget Amounts from other appropriation:		
12	Program Budget Amounts from other appropriation:		
13	Program Budget Amounts from other appropriation:		
14	TOTAL PROGRAM BUDGET FY 2020	\$1,710,672.00	

FY18 PROGRAM ACTUALS			
	Fund	\$\$\$	Code
15	GF	\$1,544,738.09	10000
16	TF		20105
17	EF		20205
18	SF		
19	FF		22005
20	GC		20405
21	OTHER	\$25,000.00	21500
22	TOTAL ACTUAL FY18	\$1,569,738.09	

PROGRAM PERFORMANCE			
23	POPULATION-LEVEL OUTCOME: (3 VSA § 2311 (c))	(1) Vermont has a prosperous economy.	24 STRATEGIC OUTCOME: State Strategic Plan (1) Grow the economy.
25	POPULATION-LEVEL INDICATOR: (3 VSA 2311 (c) from 2014 Act 186)	(c) Net New Jobs	26 BREAKTHROUGH INDICATOR: State Strategic Plan Workforce Number and Percent of Population

*An Indicator is: A measurable condition of well-being for children, adults, families, communities. Examples: violent crime rate; median house price; unemployment rate; % of electric generation from renewable sources; % registered voters voting in general election; % structurally deficient bridges; etc. Not all performance measures have measurable Indicators, although the performance measure may well inform the ultimate Outcome and/or the state of the Outcome.*

	Performance Measure	Unit of Measure	Type	2015 Value	2016 Value	2017 Value	2018 Value	2019 Projection	2020 Forecast
27	Occupancy at Vermont State Parks		1. How much did we do?	424,379	411,868	414,606	427,370	425,000	419,555
28	Increase in jobs in the hospitality sector		3. Is anyone better off?	36,072	36,252	37,737	36,800	37,000	36,687
29	Increase in rooms and meals tax revenue		1. How much did we do?	\$7,880,000	\$3,340,000	\$11,200,000	\$7,870,000	\$5,000,000	\$7,470,000
30			select from drop down						
31			select from drop down						

**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 three 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.

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