

**State Fiscal Recovery (SFR) Fund**  
**Appropriation Funding Release**  
**Process Map and Guidance**

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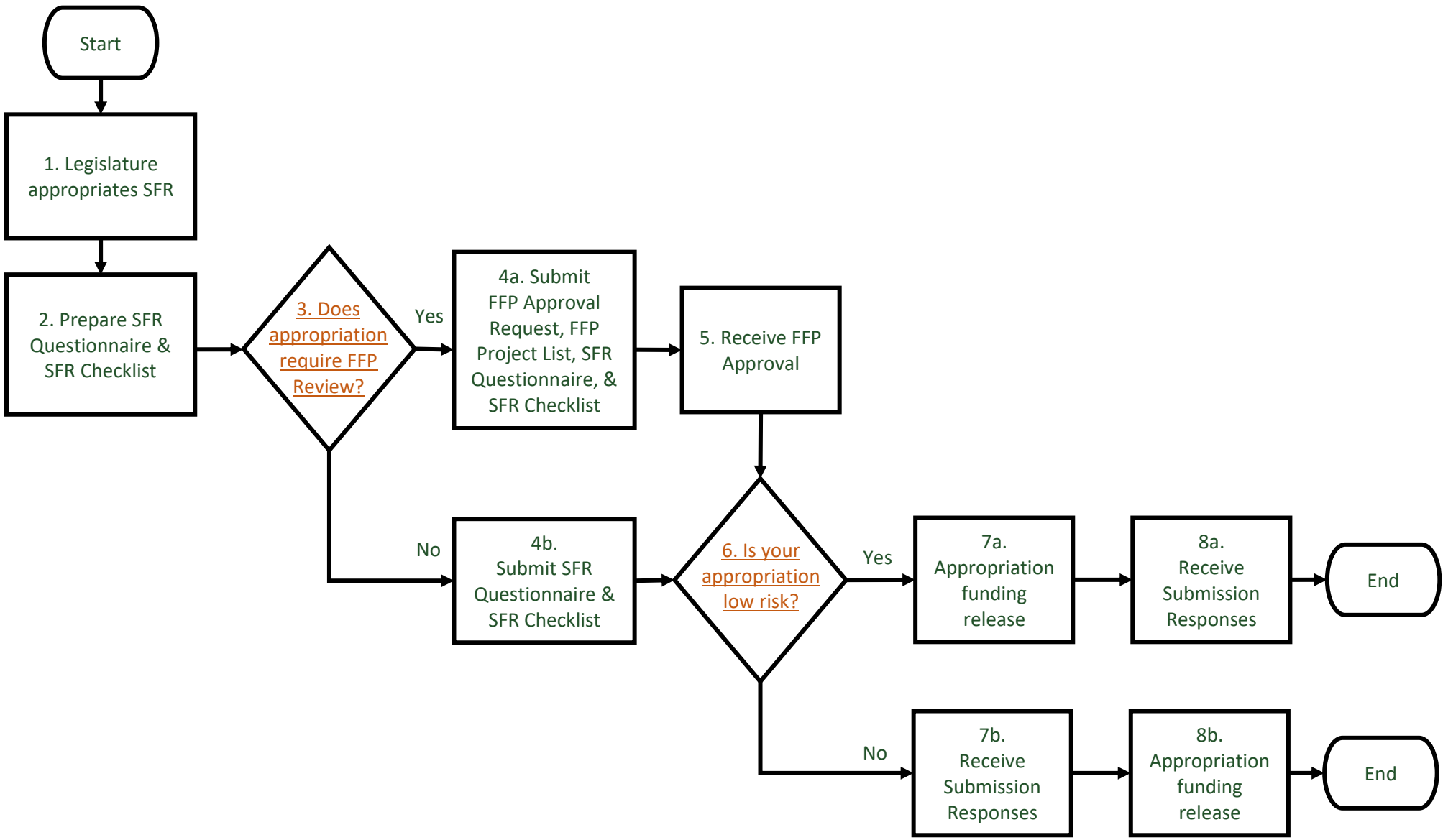
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This SFR Process Map Outline and all documents referenced therein (questionnaires, request forms, etc.) can be accessed through Agency of Administration’s [Covid-19 Finance Related Guidance](#) page.



# Process Map – Funding Release for SFR Appropriations



# Guidance - Funding Release for SFR Appropriations

- 1. Legislature appropriates SFR.** State Legislature appropriates SFR to Vermont agencies and entities, outlining planned uses of funds.
- 2. Prepare SFR Questionnaire & Checklist (program & expense development).** Detail the use of SFR funds relating to appropriated program and/or expense by completing the *SFR Questionnaire* with relevant information. Complete the *SFR Checklist* to determine whether your program and/or expense features a contractor, subrecipient, and/or beneficiary relationship.
- 3. Does appropriation require Federally Funded Projects Team (FFP) review?** Check *Appendix 1 – FFP Review by Appropriation* to determine whether your SFR appropriation requires FFP review.

## **IF APPROPRIATION REQUIRES FFP REVIEW**

- 4a. Submit FFP Approval Request, SFR Questionnaire, and SFR Checklist.** Submit an *FFP Approval Request*, an *FFP Project List*, a completed *SFR Questionnaire*, and a completed *SFR Checklist* to the COVID-19 Financial Office (CFO) using the form available at [this link](#).
- 5. Receive FFP Approval.** Follow up with the FFP Team until your *FFP Approval Request* is approved.
- 6. Is your appropriation low risk?** Check *Appendix 1 – FFP Review by Appropriation* to determine appropriation risk level.

### **FOR LOW-RISK APPROPRIATIONS THAT REQUIRE FFP REVIEW**

- 7a. Appropriation funding release.** AOA will release funding for a low-risk appropriation if you received FFP approval and submitted a *SFR Questionnaire* and *SFR Checklist*. While Vision establishes spending authority at an appropriation level, you can only use the portion of funds associated with projects outlined in the *FFP Approval Request* and authorized by the FFP.
- 8a. Receive SFR Questionnaire Response.** The CFO will review the *SFR Questionnaire* and issue a response, outlining necessary program design modifications and/or risk mitigation plans to be accepted by your agency. If your project establishes a beneficiary relationship, CFO will issue a *SFR Checklist* response as well.

### **FOR MODERATE- AND HIGH-RISK APPROPRIATIONS THAT REQUIRE FFP REVIEW**

- 7b. Receive SFR Questionnaire Response.** For moderate and high-risk appropriations, AOA requires that an *SFR Questionnaire* and *SFR Checklist* are submitted and an SFR questionnaire response is issued by the CFO and that response is accepted by your agency.
- 8b. Appropriation funding release.** Funding can only be released once you (1) receive FFP Approval and (2) accept the *SFR Questionnaire* response issued by the CFO. If your project establishes a beneficiary relationship, CFO will issue a *SFR Checklist* response as well.

## **IF APPROPRIATION DOES NOT REQUIRE FFP REVIEW**

- 4b. Submit SFR Questionnaire.** Submit a completed *SFR Questionnaire* and *SFR Checklist* to the CFO using the form available at [this link](#).
- 6. Is your appropriation low risk?** Check *Appendix 1 – FFP Review by Appropriation* to determine appropriation risk level.

### **FOR LOW-RISK APPROPRIATIONS THAT DO NOT REQUIRE FFP REVIEW**

- 7a. Appropriation funding release.** AOA will release funding for the low-risk appropriation once you submit a *SFR Questionnaire* and *SFR Checklist*.

**8a. Receive SFR Questionnaire Response.** The CFO will review the *SFR Questionnaire* and issue a response, outlining necessary program design modifications and/or risk mitigation plans to be accepted by your agency. If your project establishes a beneficiary relationship, the CFO will issue a *SFR Checklist* response as well.

**FOR MODERATE- AND HIGH-RISK APPROPRIATIONS THAT DO NOT REQUIRE FFP REVIEW**

**7b. Receive SFR Questionnaire Response.** For moderate and high-risk appropriations, AOA requires that an *SFR Questionnaire* and *SFR Checklist* are submitted and a questionnaire response is issued by the CFO and accepted by your agency first.

**8b. Appropriation funding release.** Funding can only be released once you accept the SFR Questionnaire Response issued by the CFO. While Vision establishes spending authority at an appropriation level, you can only use the portion of funds associated with programs and expenses outlined in your approved *SFR Questionnaire*.

Please contact [ADM.COVID@vermont.gov](mailto:ADM.COVID@vermont.gov) with any questions regarding this process.

# Appendix 1 - FFP Review by Appropriation

## Appropriations That Require FFP Review

Agency/Entity	Appropriation Name	Original Act Number	Original Section Number	Total Appropriation Amount	Consolidated Risk
Agency of Commerce & Community Development	Economic Recovery Grants Program	Act 74	G.300(a)(13)	\$20,000,000	Low
Agency of Human Services - Department for Children & Families, Office of Economic Opportunity	Microbusiness Development Program	Act 74	G.300(a)(14)	\$2,000,000	Low
Vermont Housing & Conservation Board	Housing Recovery Program	Act 74	G.400(a)(1)	\$89,000,000 <sup>1</sup>	Low
Agency of Commerce & Community Development	Vermont Housing Incentive Program	Act 74	G.400(a)(2)	\$5,000,000	Low
Department of Public Service	Broadband Infrastructure Projects	Act 74	G.500(a)	\$150,000,000	Low
Agency of Human Services - Department for Children & Families, Office of Economic Opportunity	Vermont Low Income Home Weatherization Assistance Program	Act 74	G.600(a)(1)	\$4,000,000	Low
Department of Public Service	Efficiency Vermont Weatherization Incentives	Act 74	G.600(a)(3)	\$5,000,000	Low
Agency of Natural Resources - Department of Environmental Conservation	Supporting Vermont Businesses and Landowners to Control Phosphorus Pollution from Developed Lands	Act 74	G.700(a)(1)(A)	\$5,500,000	Low
Agency of Natural Resources - Department of Forests, Parks & Recreation	Three-acre Stormwater Rule	Act 74	G.700(a)(1)(B)	\$1,000,000	Low
Agency of Transportation	Three-acre Implementation and Flow Restoration Protection	Act 74	G.700(a)(1)(C)	\$3,500,000	Low

<sup>1</sup> A supplemental appropriation of \$25,000,000 was included in Act 83 Section 69 amending Section G.400(a)(1).

Agency of Natural Resources - Department of Environmental Conservation	Housing Recovery Program	Act 74	G.700(a)(2)(A)	\$8,000,000	Low
Agency of Natural Resources - Department of Environmental Conservation	Preserving Wastewater Treatment Facility Capacity While Enabling Economic Development	Act 74	G.700(a)(2)(B)	\$2,000,000	Low
Agency of Natural Resources - Department of Environmental Conservation	Statewide Combined Sewer Overflow Elimination and Abatement	Act 74	G.700(a)(3)	\$10,000,000	Low
Agency of Commerce & Community Development - Department of Housing & Community Development	Water System Efficiency Improvements for Housing	Act 74	G.700(a)(4)(A)	\$750,000	Low
Agency of Natural Resources - Department of Environmental Conservation	Clean Water Projects as Recommended by the Clean Water Board (FY23 and FY24)	Act 74	G.700(a)(6)(A)	\$20,000,000	Low
Department of Public Safety - Division of Emergency Management	Flood Resilient Communities Fund	Act 74	G.700(a)(7)(A)	\$4,880,000	Low
Agency of Natural Resources - Department of Environmental Conservation	Flood Resilient Communities Fund Technical Assistance	Act 74	G.700(a)(7)(B)	\$120,000	Low
Agency of Human Services - Department of Mental Health	Expanded Capacity and Accessibility for Mental Health Services and Facilities	Act 9	7	\$4,000,000	Low
Agency of Human Services - Department for Children & Families, Office of Economic Opportunity	Economic Microbusiness Recovery Assistance	Act 9	3(a)	\$500,000	Low
Agency of Commerce & Community Development	Economic Recovery Bridge Program	Act 9	3(b)(1)	\$10,000,000	Low

Department of Public Safety	Flood Buyouts	Act 185	Sec. G.600(a)(6)(A)	\$14,750,000	Low
Department of Environmental Conservation	Stormwater Permitting	Act 185	Sec. G.700(a)(1)(A)	\$30,000,000	Low
Department of Environmental Conservation	Water and Wastewater Projects	Act 185	Sec. G.700(a)(2)(A)	\$15,000,000	Low
Department of Environmental Conservation	Pretreatment Processes	Act 185	Sec. G.700(a)(2)(B)	\$5,000,000	Low
Department of Environmental Conservation	Upgrade Risky Systems	Act 185	Sec. G.700(a)(2)(C)	\$10,000,000	Low
Department of Environmental Conservation	Wet Weather Overflow	Act 185	Sec. G.700(a)(3)	\$20,000,000	Low
Department of Environmental Conservation	Municipal Pollution Control	Act 185	Sec. G.701(b)(3)	\$585,000	Low
Agency of Commerce & Community Development - Department of Economic Development	Capital Investment Grant Program	Act 74	G.300(a)(12)	\$10,580,000	Moderate
Department of Public Service	Efficiency Vermont Workforce Development Initiatives and NeighborWorks of Western Vermont's Heat Squad	Act 74	G.600(a)(4)	\$2,000,000	Moderate
Department of Public Service	Affordable Community-Scale Renewable Energy Program and Clean Energy Development Board	Act 74	G.600(a)(5)	\$20,000,000	Moderate
Agency of Natural Resources - Department of Environmental Conservation	Mobile Home Park Water/Wastewater Solutions and Healthy Homes: Funding for Installation or Replacement of Water or Wastewater Systems	Act 74	G.700(a)(4)(B)	\$4,250,000	Moderate

Agency of Natural Resources - Department of Environmental Conservation	Water Infrastructure Funding	Act 74	G.700(a)(6)(B)	\$30,000,000	Moderate
Department of Public Service	Broadband Infrastructure Program	Act 9	21(b)	\$1,800,000	Moderate
Department of Forests, Parks, and Recreation	Urban Forestry Program	Act 185	Sec G.600(a)(8)	\$1,000,000	Moderate
Agency of Commerce and Community Development	Community Recovery Grant	Act 185	Sec. G.300(a)(5)	\$30,000,000	Moderate
Vermont Housing and Conservation Board (VHCB)	Affordable Rentals	Act 185	Sec. G.400(a)	\$30,000,000	Moderate
Department of Public Service	Efficiency Vermont	Act 185	Sec. G.600(a)(2)	\$35,000,000	Moderate
Agency of Commerce and Community Development	Community Recovery/Revitalization	Act 183	Sec. 53(c)	\$10,000,000	Moderate
Department of Housing and Community Development	Manufactured Home Community	Act 182	Sec. 3(1)	\$2,500,000	Moderate
Department of Housing and Community Development	VHFA Grant	Act 182	Sec. 11(a)(1)	\$5,000,000	Moderate
Department of Housing and Community Development	VHFA Grant	Act 182	Sec. 11(a)(2)	\$10,000,000	Moderate
Department of Housing and Community Development	Predevelopment Grants	Act 182	Sec. 4(f)	\$1,000,000	Moderate
Agency of Transportation	Electrical Vehicle Charging	Act 185	Sec. G.600(a)(3)	\$2,000,000	High
Department of Buildings and General Services	Municipal Energy Resilience Assessments	Act 172	Sec. 4(2)(C)	\$36,600,000	High



## Appropriations That Do Not Require FFP Review

Agency/Entity	Appropriation Name	Original Act Number	Original Section Number	Total Appropriation Amount	Consolidated Risk
Agency of Human Services - Department of Disabilities, Aging & Independent Living	Adult Day Service Provider Grants	Act 74	G.300(a)(1)	\$6,001,913 <sup>2</sup>	Low
University of Vermont	Offset Impact from Level Room and Board	Act 74	G.300(a)(10)	\$2,200,000	Low
Agency of Human Services - Department of Mental Health	Mobile Crisis Intervention Program	Act 74	G.300(a)(2)	\$600,000	Low
University of Vermont	Matching Research Grant Funding	Act 74	G.300(a)(7)	\$1,000,000	Low
Vermont State Colleges	Workforce Upskill	Act 74	G.300(a)(8)(A)	\$2,000,000	Low
Vermont State Colleges	Degree Completion Scholarships	Act 74	G.300(a)(8)(B)	\$3,000,000	Low
Vermont State Colleges	Critical Occupation Scholarships	Act 74	G.300(a)(8)(C)	\$14,700,000 <sup>3</sup>	Low
Vermont State Colleges	Offset Pandemic-related Deficits	Act 74	G.300(a)(9)	\$21,000,000	Low
Department of Labor	Funding to complete UI modernization and Joblink replacement	Act 74	G.501(a)(10)	\$4,500,000	Low
Agency of Education	Education Strategic IT Projects	Act 74	G.501(a)(11)	\$4,010,000	Low
Agency of Natural Resources - Department of Environmental Conservation	Permit Navigator Portal	Act 74	G.501(a)(2)	\$1,100,000	Low
Natural Resources Board	Act 250 Scanning Project	Act 74	G.501(a)(3)	\$500,000	Low
Agency of Commerce & Community Development	Salesforce Grant Management System Upgrade	Act 74	G.501(a)(6)	\$1,000,000	Low

<sup>2</sup> A supplemental appropriation of \$1,001,913 was included in Act 83 Section 68 amending Section G.300(a)(26).

<sup>3</sup> A supplemental appropriation of \$9,700,000 was included in Act 83 Section 68 amending Section G.300(a)(8)(c).

Department of State's Attorneys and Sheriffs	Criminal Case Management System Upgrade	Act 74	G.501(a)(7)	\$1,700,000	Low
Office of the Defender General	Criminal Case Management System Upgrade	Act 74	G.501(a)(8)	\$140,000	Low
Secretary of State	Vermont Business Portal	Act 74	G.501(a)(9)	\$250,000	Low
Agency of Administration	Administration costs for ARPA Funds	Act 74	G.801(a)	\$17,000,000 <sup>4</sup>	Low
Agency of Education	School Indoor Air Quality Grant Program	Act 9	15	\$15,000,000	Low
Vermont Student Assistance Corporation	Green Mountain Grad Program	Act 9	19	\$2,800,000	Low
Vermont State Colleges	Practical Nurse Program	Act 9	17(a)	\$1,400,000	Low
Vermont State Colleges	Workforce Upskill	Act 9	18(a)	\$3,000,000	Low
Agency of Human Services - Department for Children & Families	Vermont Foodbank	Act 83	68 am. G.300(a)(23)	\$6,000,000	Low
Agency of Human Services - Department of Corrections	Collective Bargaining Unit Retention and Shift Differential Costs	Act 83	68 am. G.300(a)(27)	\$4,934,590	Low
Department of Labor	Pandemic-Related Operating Costs	Act 83	68 am. G.300(a)(28)	\$12,803,996	Low
Vermont Veterans' Home	Vermont Veterans' Home	Act 83	68 am. G.300(a)(29)	\$373,680	Low
Agency of Human Services	Workforce Recruitment and Retention Incentive Grant Program	Act 83	68 am. G.300(a)(31)	\$30,000,000	Low
Agency of Agriculture, Food, and Markets	Dairy Risk Management	Act 83	68 am. G.300(a)(33)	\$2,600,000	Low
University of Vermont	Workforce Upskill	Act 83	68 am. G.300(a)(7)(B)	\$1,000,000	Low
Agency of Natural Resources - Department of Environmental Conservation	ANR Clean Water Projects as Recommended by the	Act 83	71 am. G.700(a)(5)(A)	\$6,500,000	Low

<sup>4</sup> A supplemental appropriation of \$10,500,000 was included in Act 185 Section G.801.

	Clean Water Board (FY22)					
Agency of Agriculture, Food, and Markets	AAFM Clean Water Projects as Recommended by the Clean Water Board (FY22)	Act 83	71 am. G.700(a)(5)(B)	\$3,500,000		Low
Agency of Education	Summer Programming	Act 185	E.501(a)(1)	\$2,852,234		Low
Department of Forests, Parks, and Recreation	Access Road Water Quality	Act 185	Sec G.701(b)(4)	\$700,000		Low
Natural Resources Board	Permitting	Act 185	Sec. G.300(a)(1)	\$1,050,000		Low
Vermont State Colleges	Bridge Funding	Act 185	Sec. G.300(a)(3)	\$14,900,000		Low
Department for Children and Families (to be granted to Vermont Foodbank)	Vermont Food Bank Grant	Act 185	Sec. G.300(a)(4)	\$2,000,000		Low
Department of Environmental Conservation	Hazard Mitigation	Act 185	Sec. G.600(a)(6)(B)	\$250,000		Low
Department of Forests, Parks and Recreation	Stormwater Rule	Act 185	Sec. G.700(a)(1)(B)	\$1,000,000		Low
Department of Environmental Conservation	COOP Mobile Home Water and Wastewater Improvements	Act 185	Sec. G.700(a)(4)(A)	\$6,500,000		Low
Department of Environmental Conservation	Failed Sites	Act 185	Sec. G.700(a)(4)(B)	\$15,000,000		Low
Department of Housing and Community Development	High Efficiency Devices	Act 185	Sec. G.700(a)(4)(C)	\$1,500,000		Low
Department of Buildings and General Services	Stormwater Planning	Act 185	Sec. G.701(b)(1)	\$600,000		Low
Department of Forests, Parks, and Recreation	Parks Major Maintenance	Act 185	Sec. G.701(b)(2)	\$300,000		Low
Vermont Agency of Education	Afterschool Programming	Act 185	Sec.E.501(a)(2)	\$2,852,234		Low

Vermont Agency of Education	Lost Instructional Time	Act 185	Sec.E.501(a)(3)	\$1,352,170	Low
Agency of Human Services	Nurse Preceptor Grants	Act 183	Sec. 21(a)(1)	\$400,000	Low
Agency of Human Services	Health Care Workforce Center	Act 183	Sec. 32(a)	\$750,000	Low
Agency of Human Services	Health Care Workforce Coordinator	Act 183	Sec. 34(b)	\$170,000	Low
Vermont Economic Development Authority	Short Term Forgivable Loan	Act 183	Sec. 53(b)(1)	\$19,000,000	Low
Vermont Arts Council	Creative Economy Grants	Act 183	Sec. 53(b)(2)	\$9,000,000	Low
Department of Public Safety	Inspector Positions	Act 181	Sec.8(b)(1)	\$400,000	Low
Agency of Transportation - Department of Motor Vehicles	DMV IT System Replacement	Act 74	G.501(a)(1)	\$14,120,000	Moderate
University of Vermont	Workforce Upskill	Act 9	18(b)	\$1,000,000	Moderate
Agency of Agriculture, Food, and Markets	Working Lands Enterprise Initiative	Act 83	68 am. G.300(a)(25)	\$2,000,000	Moderate
Agency of Administration - Department of Buildings and General Services	Statehouse Expansion Planning	Act 83	68 am. G.300(a)(32)	\$1,500,000	Moderate
Department of Public Service	Load Management	Act 185	Sec G.600(a)(5)	\$2,000,000	Moderate
Agency of Agriculture, Food and Markets	Soil Quality Practices	Act 185	Sec G.600(a)(7)	\$4,760,000	Moderate
Secretary of State	Telehealth	Act 185	Sec. G.300(a)(2)	\$750,000	Moderate
Department for Children and Families (Office of Economic Opportunity)	Home Weatherization	Act 185	Sec. G.600(a)(1)	\$45,000,000	Moderate
Department of Public Service	Home Electrical and Heat Pump	Act 185	Sec. G.600(a)(4)	\$25,000,000	Moderate
Agency of Agriculture, Food and Markets	Water Quality Grants	Act 185	Sec. G.701(b)(5)	\$2,451,781	Moderate
Housing and Conservation Board	Agricultural Water Quality	Act 185	Sec. G.701(b)(6)	\$600,000	Moderate
Vermont Agency of Education	COVID-19 Issues	Act 185	Sec.E.501(a)(4)	\$1,130,586	Moderate

Department of Health	Emergency Grants	Act 183	Sec. 20(a)	\$2,000,000	Moderate
Agency of Human Services	Nursing Pipeline	Act 183	Sec. 22	\$2,500,000	Moderate
Department of Health	Health Care Loan Repayment	Act 183	Sec. 27	\$2,500,000	Moderate
Department of Health	Nurse Faculty Forgivable Loan	Act 183	Sec. 29	\$500,000	Moderate
Department of Health	Nurse Faculty Loan Repay	Act 183	Sec. 29(b)	\$500,000	Moderate
Department of Health	Mental Health Forgivable Loan	Act 183	Sec. 29(d)	\$1,500,000	Moderate
Agency of Human Services	Designated/Specialized Agencies	Act 183	Sec. 29(e)(a)	\$1,250,000	Moderate
Department of Financial Regulation	COVID-19 Paid Leave	Act 183	Sec. 51a (a)(2)	\$15,180,000	Moderate
Department of Housing and Community Development	Manufactured Home Foundation	Act 182	Sec. 3(3)	\$750,000	Moderate
Department of Housing and Community Development	Vermont Rental Housing Investment	Act 181	Sec.8(b)(2)	\$20,000,000	Moderate
Agency of Digital Services	Cybersecurity Core Infrastructure and Router Replacements	Act 74	G.501(a)(5)	\$1,500,000	High
Agency of Commerce and Community Development	BIPOC Business Coaching	Act 183	Sec. 4	\$250,000	High
Department of Housing and Community Development	Manufactured Home Repairs	Act 182	Sec. 3(2)	\$750,000	High
Department of Buildings and General Services	Municipal Energy Resilience	Act 172	Sec.4(1)	\$2,400,000	High
Department of Buildings and General Services	Municipal Energy Resilience Assessments	Act 172	Sec.4(2)(A)	\$5,000,000	High
Department of Buildings and General Services	Municipal Energy Resilience Assessments	Act 172	Sec.4(2)(B)	\$1,000,000	High