

State of Vermont
Agency of Administration
Department of Finance & Management
Pavilion Office Building
109 State Street, 5th Floor
Montpelier, VT 05609-0201
www.finance.vermont.gov

[phone] 802-828-2376
[fax] 802-828-2428

Adam Greshin, Commissioner

TO: Financial Managers
FROM: Doug Farnham, Chief Operations Officer, Agency of Administration
Adam Greshin, Commissioner, Department of Finance & Management
DATE: Wednesday, June 9, 2021
RE: Review and Approval Process for ARPA State Fiscal Recovery Funds

The federal American Rescue Plan Act (ARPA) of 2021 allocated \$1.05 billion of pandemic recovery assistance to the State of Vermont through the State Fiscal Recovery (SFR) Fund. In the 2021 session of the Vermont Legislature, over \$500 million from this Fund was appropriated to create a variety of programs ranging from broadband and water and sewer infrastructure to financial assistance to businesses hurt by the pandemic. To ensure these varied programs are established in compliance with federal requirements and as quickly as possible, a centralized review process, similar to the process used for Coronavirus Relief Fund (CRF) programs, has been created.

Departments or Agencies which have received an appropriation of SFR funds will first complete the attached questionnaire template. Unlike the CRF questionnaire, only one template will collect information on grants, beneficiary programs, contracts, or other administrative expenses. In addition to the SFR questionnaire, there is the “Federal Award Classification Checklist” which helps determine whether a program involves a contract, grant, or beneficiary relationship. This checklist is optional and is recommended for programs in which the relationship between the State and the entity receiving funds could be classified as a beneficiary relationship. Finally, there is a standard set of assurances for all programs which distribute SFR funds.

To ensure we maximize the unique opportunity presented by the SFR funds, the questionnaire approval process will require consultation with the Governor’s liaison for each programmatic area to ensure deployment of these funds is consistent with the strategic goals of making Vermont more affordable, growing the economy, protecting the vulnerable, and modernizing state government. As many of these programs will be implemented over several fiscal years, this will require ongoing communication and coordination.

SFR funds will only be released by Finance & Management once the questionnaire approval has been completed. Programs which fill an important short-term need should request expedited review to ensure we meet that need as quickly as possible.

Please return completed questionnaires and federal award classification checklists to the ADM.COVID@vermont.gov. The primary channel of communication for State Fiscal Recovery funds will be the ADM.CRFList@vermont.gov distribution list. To add individuals to that list, please contact the ADM.COVID@vermont.gov inbox.