

1. What is Discretionary Funding?

Discretionary funding is a duly-appropriated sum of money in the Town's expense budget allocated to an eligible not-for-profit organization by the Selectboard and approved at Town Meeting.

2. What Types of Organizations May Receive Discretionary Funds?

Discretionary funds may only be allocated to not-for-profit; community-based social services providers. In order to receive discretionary funds directly, an organization must be incorporated as a not-for-profit and registered with the State of Vermont., unless exempt and have a Federal Employer Identification Number (EIN).

3. What Types of Organizations May Not Receive Discretionary Funds?

For-profit entities may not receive discretionary funds, except when the primary non-profit contractor subcontracts with a for-profit entity as part of the delivery of services. Such subcontracts, however, must be only an ancillary part of the program to be funded, not the primary basis for the discretionary award, and must be approved by the contracting agency.

4. What are the Restrictions on the Use of Discretionary Funds?

All public funds, however awarded, must be used for a Town purpose. In general, a Town purpose is defined as an activity or service that is open to all members of the public, regardless of race, creed, gender, religious affiliation, etc., without restriction, and which does not promote a particular religion.

Programs and services provided by religious or religiously-affiliated organization must be able to demonstrate that the program is open to non-members, is not a religious program, and does not promote the religion.

Closed membership groups, which are those to which membership is restricted or subject to eligibility based upon prohibited factors, may generally not receive funding.

Groups that serve a particular population, for example, those age 65 and above in a particular community; are not considered a closed membership group, as long as the program is open and accessible to all seniors in the community. Similarly, tenant organizations in public housing may also receive funding, as long as they provide equal access to all residents of the public housing units they serve.

Funds may only be allocated for a public purpose and may not support political activities and private interests.

5. How to Apply for Discretionary Funding?

All organizations that wish to receive discretionary funding must submit a "Request for Special Appropriations" application to the Town Manager. The application elicits information about an organization's experience, qualifications, and integrity, and the project or service for which the organizations is requesting support. The form is available on the Town website under DOCUMENTS, then, APPLICATIONS or by emailing Kathy Daub-Stearns, Administrative Assistant, at: kdaubstearns@richmondvt.gov . Deadline for submission is the end of the day, October 7, 2020.

Town of Richmond

Request for Special Appropriations

Request for Fiscal Year: 2022

Organization's Name: Lake Iroquois Association
Address: P.O.Box 569
City, State, Zip: Hinesburg VT 05461
Website address:www.lakeiroquois.org

A. GENERAL INFORMATION

1. Program Name: Erosion WaterMilfoil Mitigation/Education Program
2. Contact Person/Title: Christopher J. Conant, president Lake Iroquois Association

Telephone Number: 802.316.6714
E-mail address: cconant@claussens.com

3. Total number of individuals served in the last complete fiscal year by this program:
92 lakeshore Homeowners, and 1600 water Vessels(2020) inspected/washed
4. Total number of the above individuals who are Town residents: Approx. 25% of the residents/users
Please, attach any documentation that supports this number.

Percent of people served who are Town residents: Approx. 25% of the users

5. Amount of Request: \$1000.
6. Total Program Budget: \$25000.
Percent of total program budget you are requesting from the Town of Richmond:: 5%
7. Please state or attach the mission of your agency: We have been working diligently on a education program with landowners, and boaters, on how to prevent invasive species in the waters of Lake Iroquois, and working hard on a mitigation program
8. Funding will be used to:
 Maintain an existing program XXXXXExpand an Existing Program
 Start a new program
9. Has your organization received funds from the Town in the past for this or a similar program? Yes we asked for \$1000. Last year from the discretionary funds for a similar program

If yes, please answer the following:

- a. Does the amount of your request represent an increase over your previous appropriation? If yes, explain the reason(s) for the increase. Same as fy21
- b. Were any conditions or restrictions placed on the funds by the Selectboard? No
If yes, describe how those conditions or restrictions have been met.

B. PROGRAM OVERVIEW

1. Statement of Need: Identify the issue or need that the program will address (use statistical data to justify the need for the program). To what extent does this need or problem exist in the Town of Richmond? The education programs that have been developed by the LIA has made a significant impact on our work to prevent the spread of invasives in the lake. Through our efforts with our greeter program, our homeowner manuals and extensive work completely done by volunteers this request is important piece of our education programing.
2. Program Summary: We currently inspect hundreds of vessels at the access area and wash several hundred, our main objective is to continue to strengthen our outreach programs through education of leaflets, person visits to landowners and other educational avenues to discuss how to prevent invasive species.

3. Program Funding:

We are using this money to match other funds obtained through municipal funds from Williston/Hinesburg and the landowners and donors that share the same concerns and efforts that the LIA works so hard to produce and share with the public. This is an on-going effort that was started 14 years agot!

- a. Identify the target/recipients of program services. Specify the number of Town residents your program will serve during the fiscal year and explain the basis upon which this number is calculated. Indicate any eligibility requirements your program has with respect to age, gender, income or residence.

We currently inspect hundreds of users that bring vessels in to the access area and wash several hundred, our main objective is to continue to strengthen our outreach programs through education of leaflets, person visits to landowners and other educational avenues to discuss how to prevent invasive species

- b. Identify what is to be accomplished or what change will occur from participating in the program. How will people be better off as a result of participating in the program? Describe the steps you take to make the project known to the public, and make the program accessible and inclusive? We are currently working on several mitigation plans that include distribution of a Homeowner/Lake users manual that will be used by over 100 landowners/Renters and other families that will be distributed this spring. Other means of educational pieces will be distributed to each user of the access area to prevent the spread of invasives. These funds will not be used to apply herbicides or other Pesticides for any reason.
- C. Identify how Town funds, specifically, will be used (i.e., funds will provide "X" amount of units of service.) We are using this money to match other funds obtained through municipal funds from Williston/Hinesburg and the landowners and donors that share the same concerns and efforts that the LIA works so hard to produce and share with the public
- D. List the other agencies to whom you are submitting a request for funds for this program and the amount requested. How would this program be modified should revenues be lost? We are asking the other communities Williston and Hinesburg for \$5000. Each again to strengthen our programing efforts We have also obtained state Grant funding in 2020 from The Champlain Basin Project for mitigation efforts(maintaining our successful Greeter program each year).

C. ORGANIZATIONAL CAPACITY

1. Describe your agency's capability to provide the program including its history, previous experience providing this service, management structure and staff expertise: We are a group of thirteen board members of the LIA (one of which is Jack Linn, whom is also a LIRD(Lake Iroquois Recreation District) and on RCC(Richmond Conservation Commission). An amazing amount of energy is shared on this board all volunteers!
2. How will you assess whether/how program participants are better off? Describe how you will assess program outcomes. Your description should include: what (what kind of data), how (method/tool for collecting the data), from whom (source of data) and when (timing of data collection). We continue to work with the State of Vermont DEC each year to evaluate and train our Greeters through these efforts. Our program is recognized by DEC as one of two programs in the state that is used for modeling other greeter program developments. We are very proud of this recognition.
3. Summarize or attach program and or service assessments conducted in the past two years. As we continue to strengthen our greeter program by adding additional days a week and more educational dialog through written communication and verbal communication, we feel that this program plays an important role in our protection of the lake through these efforts. Your dollars are spent each year to develop and strengthen this programing, and we recognize this through our publications that we share publicly.
4. Does your organization have a strategic plan and a strategic planning process in place? Yes we have a five year management plan- If yes, please attach your plan.

The strategic plan should include a mission statement, goals, steps to achieve the goals, and measures that assess the accomplishments of the goals.
5. What is the authorized size of your board of directors? 14 Members(currently 13)
How many meetings were held by the board last year? 12 meeting held annually

I, the undersigned, confirm the information contained herein is accurate and can be verified as such. I understand and agree that if the requested funds are approved, the disbursement of funds are subject to all conditions established by the Richmond Selectboard.

Signature of Applicant: Christopher J. Conant, President Date: 10/07/20
Print Name of Applicant and Title Christopher J Conant, President Lake Iroquois Assoc.