

2022 Aquatic Nuisance Control - Environmental Stewardship Program

Release Date: Friday, January 21, 2022

Proposals Due: Monday, February 28, 2022

Meeting Minutes - Microsoft Teams Meeting

February 10, 2022 10:00am – 12:00pm

Presented by Kim Jensen (VTDEC Lakes and Ponds Technical Service Provider) and Rachel Green (Grants Management Specialist)

1. Do you need an invoice for all services provided? (Ex. Water provided from a fire Department)
 - A. Yes

2. How should donations be factored into the budget sheet, do they reduce the award amount?
 - A. In most situations, a donation doesn't cover most of the cash expenses for a project funds and would not reduce a reward amount. If cash donations are going towards the cash expenses, this should go in Column A. Be sure to receive documentation of the donation to maintain in project files.

3. Do we need invoices from volunteers?
 - A. You need to keep a volunteer log of some sort (whether using Form 430-M or an excel spreadsheet), but you do not need an invoice from volunteers.

4. Where do we find a list of providers?
 - A. A list of providers, that are limited in Vermont, are found in the [Resource Guide for Vermont Lake Managers](#).

5. Has a Greeter Training been set yet?
 - A. No, not yet. Autumn Osgood (autumn.osgood@vermont.gov) will be leading and coordinating the Greeter Trainings this Spring and Summer. This will be a 3-hour

refresher for administrators, coordinators, and returning Greeters, and a 5-6 hour training for new Greeters. There will hopefully be an in-person component as well. This will likely take place late June/early July. The AIS Program offers trainings at Greeter specific access areas if asked in the Greeter Project application.

6. Will we be able to access the iPad reports on the website ourselves?
 - A. The AIS program is working with IT to develop a public dashboard so that coordinators and greeters can see the watercraft inspection data. VTDEC does not have our own internal IT person, so this is a challenge and is taking some time. Surveys can be checked that are already submitted through the app.
7. If administrators have not gone through a greeter training, do they need the 3 or 5 hour training?
 - A. If you're an administrator, you can just do the refresher 3 hour training.
8. Can you provide instructions such as labeling/editing for the ANR Atlas maps or Google Maps for use in applying & reporting?
 - A. Those instructions are provided on the maps section of the manual. Unfortunately, we cannot provide instructions on how to make/label maps.
9. Does the 430-M form have a volunteer log in a separate tab?
 - A. You don't need to use the 430-M form, you can use your own form but if you would like to continue to use Form 430-M there is a volunteer log in a separate tab.
10. Do you think in the future our volunteer hours spent writing our grants, coming to these trainings, and doing final reports will be counted towards non-cash match? These are many volunteer hours that are not recognized.
 - A. Unfortunately, federal laws do not allow match that includes time for writing grants or attending grant application meetings and the State is in alignment with the federal grant conditions for eligibility. Developing and completing final reports is an eligible expense.
11. Compatibility issues on the budget sheets when using a pdf fillable form.
 - A. Macs so often have compatibility issues. Try using Chrome, or purchase the program "PDF Expert" (about \$50).
12. When is the due date?
 - A. Monday, February 28.