

# Worker Relocation Grant Program

Interim Report  
July 1, 2021 to January 15, 2022

PUBLISHED  
**January 14, 2022**

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## About the Worker Relocation Grant Program

The Worker Relocation Grant Program is managed by the Agency of Commerce and Community Development's Department of Economic Development. This Program provides reimbursement grants to out of state workers who relocate to Vermont thereby helping to offset the cost of relocation. The purpose of the program is to expand Vermont's workforce, attract new residents to grow the population, and provide support to Vermont employers who are unable to fill positions. The program is also intended to help Vermonters by increasing the population of taxpayers in communities.

## CONTENTS

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Executive Summary .....	3
Outcomes as of January 14, 2022 .....	4
Program Eligibility .....	8
Description of Procedures .....	9
New Relocating Worker Success Stories.....	10
Recommendations .....	12

### Appendices

[Act 51 \(2021\)](#)

[Worker Relocation Grant Program Frequently Asked Questions \(FAQs\)](#)

## EXECUTIVE SUMMARY

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The Worker Relocation Grant Program was created by the Vermont Legislature as part of Act 51 (2021), which was signed into law by Governor Philip Scott on June 1, 2021. Per the legislation, the Agency of Commerce & Community Development (ACCD) was tasked with the creation and implementation of the program, which loosely mirrored past iterations of the Remote Worker (2018) and New Worker (2019) programs.

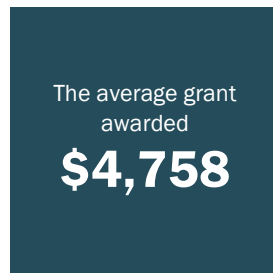
Media awareness of Vermont's relocation grant programs began with the passage of Act 197 in 2018, remained consistent with the passage of Act 80 in 2019, and that awareness continued with the passage of Act 51 in 2021. People from across the country, and around the world, have called and emailed ACCD for more information about the Program. In addition to the increase in direct contact with the Agency, website traffic on [ThinkVermont.com](https://www.thinkvermont.com) has skyrocketed, and the Agency's FAQs for the program have been downloaded thousands of times. Many state, county, and municipal officials from other states and regions have inquired about Vermont's relocation programs and have implemented their own programs as a means to attract workers and counter challenges caused by workforce shortages and declines. Six months into the third relocation program, interest remains strong among potential applicants and employers are increasingly opting to use the grant program as a recruitment tool to fill staffing vacancies.

Between the passage of Act 51 in June 2021 and August 2021, program development by ACCD staff included creating web content, program guidelines, *Frequently Asked Questions*, and creating an online end to end grant application portal. ACCD staff created and implemented procedures for administering the program that includes accepting and reviewing applications; applicant and employer notifications, status updates; collecting IRS Form W-9s and applicant surveys; issuing awards; file maintenance and record retention. As of January 14, 2022, ACCD approved \$247,432 in grants to 52 new Vermont workers.

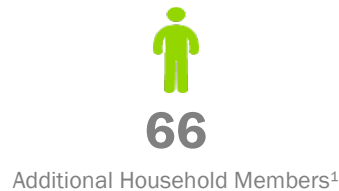
## OUTCOMES AS OF JANUARY 14, 2022

### Totals

Between July 1, 2021 and January 14, 2022, ACCD awarded \$247,432 to 52 new Vermont workers. Grants ranged from \$526 to \$7,500; the average grant awarded was \$4,758. The grant program FAQ was downloaded 22,401 times.



Grantees brought with them an additional 66 household members (including 19 school aged children), for a total of 113 new Vermonters<sup>1</sup>.



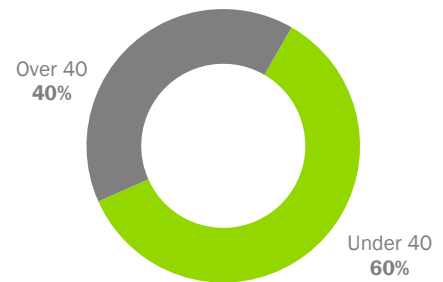
<sup>1</sup> This figure only includes the results of the surveys completed by 47 of the 52, grantees so far.

## Demographics

### AGE

Of the New Relocating Worker grantees to complete the survey to date<sup>2</sup>, 60% are under the age of 40 and 23% are age 30 or under. The average age for grantees at the time of their award was 38 years.

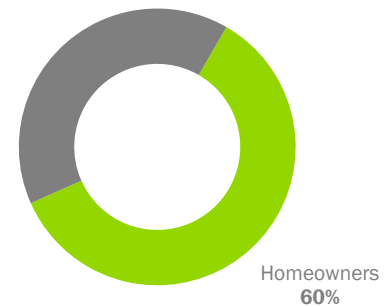
GRANTEE AGE DISTRIBUTION



### HOUSEHOLD

Of those surveyed, 60% have already purchased a home or are in the market to purchase a home. The average household size was 2 people, and the average income was reported to be over \$86,000 a year.

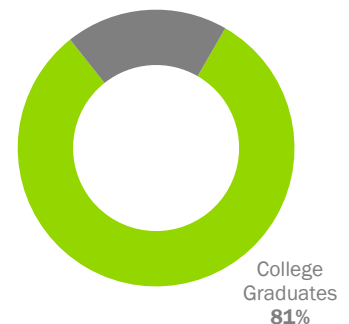
CURRENT OR SOON-TO-BE HOMEOWNERS



### EDUCATION

81% of the grantees are college graduates. 43% have completed graduate school.

GRANTEE LEVELS OF COLLEGE EDUCATION



### OCCUPATIONS

The most employment vacancies filled by grantees to date have been secondary teachers. Other workers who received grant funding include the highly sought positions of carpenters, truck drivers, and registered nurses.

<sup>2</sup> Of the 52 approved grantees, at the time this report 47 had completed the demographic survey.

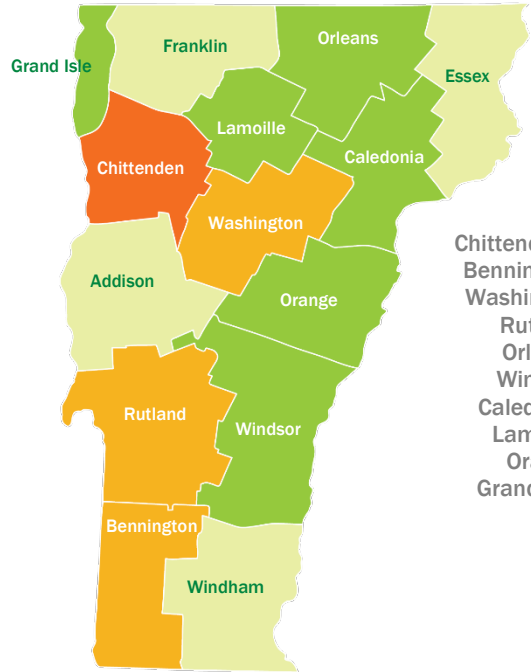
## Geographic Distribution of Grantees

Grantees relocated to Vermont from 22 different states across 10 Vermont counties.

### WHERE GRANTEEES SETTLED

● 0   ● 1-4   ● 5-9   ● 10+

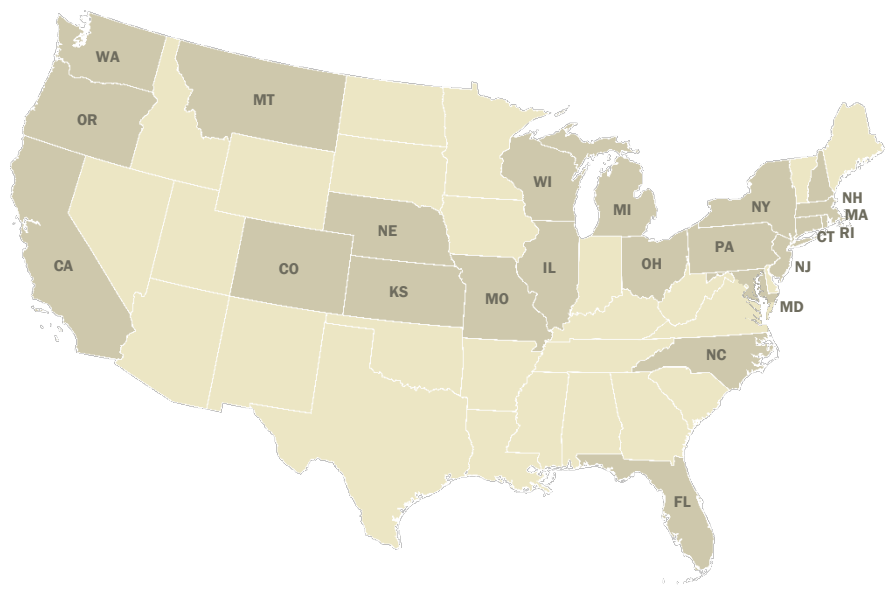
Grantees settled in  
**10**  
different Vermont counties.



### WHERE GRANTEEES RELOCATED FROM

● Grantee Origin State

Grantees moved from  
**22**  
different states.



**100%**

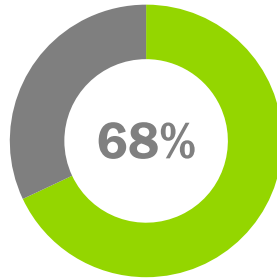
of grantees have  
previously experienced  
Vermont.

**0%**

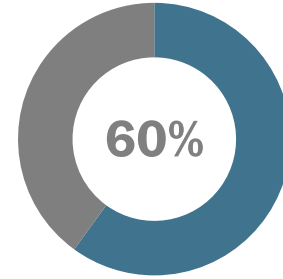
of grantees have  
no prior Vermont  
experience.

### Prior Vermont Experience and Motivations

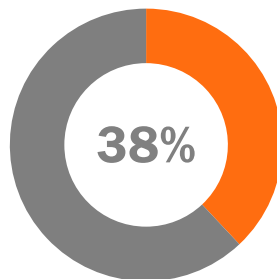
All of the grantees to date had previously experienced Vermont. When grantees were asked which of the below factors attracted them to move to Vermont, this is what they shared:



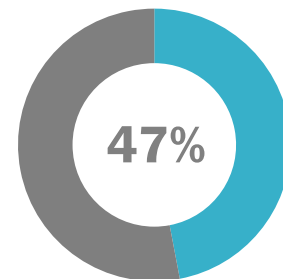
Access to Outdoor Recreation and Nature



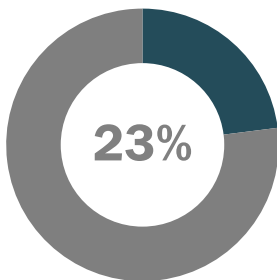
Safe Place to Live and Raise a Family



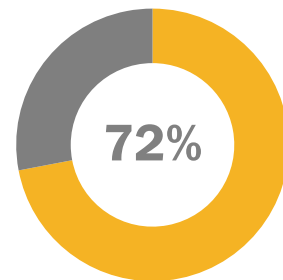
Relocation Grant Program



Friends and Family Live Here



Quality Education



Available Job Opportunities

Other motivating factors for choosing to move to Vermont included previous Vermont residency or vacation experiences, quality of life, geographical location being closer to family, fulfilling career, and less populated with the ability to homestead.

## PROGRAM ELIGIBILITY

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### Award Amounts

Awards for qualifying expenses are subject to the following

- **Base grant** may not exceed \$5,000
- **Enhanced grant** may not exceed \$7,500 for those employees who become a resident in a labor market area in Vermont in which:
  - the annual unemployment rate exceeds the average annual State unemployment rate, or
  - the average annual wage is equal or less than the average annual wage in the State

### New Relocating Worker

An individual who meets the following eligibility criteria on or after July 1, 2021:

- Incurred qualified relocation expenses
- Becomes a full-time resident of Vermont
- Is subject to Vermont income tax
- Receives gross salary or wages that equal or exceed the Vermont livable wage (\$13.39/hr)
- Becomes a full-time employee of a Vermont employer
- Becomes employed in one of the “Occupations with the Most Openings” identified by the Vermont Department of Labor in its “Short Term Employment Projections 2020-2022,” and
- The employer attest to the Agency that, after reasonable time and effort, the employer was unable to fill the employee’s position from among Vermont applicants

### New Remote Worker

An individual who meets the following eligibility criteria on or after February 1, 2022:

- Incurred qualified relocation expenses
- Becomes a full-time resident of Vermont
- Is subject to Vermont income tax
- Receives gross salary or wages that equal or exceed the Vermont livable wage (\$13.39/hr)
- Is working full-time remotely for an out-of-state employer from a home office or coworking space located within Vermont



## DESCRIPTION OF PROCEDURES

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The program application process starts with a visit to [ThinkVermont.com](https://www.thinkvermont.com) for the program guidelines and detailed information included in the [FAQs](#) and access to the online [application](#) portal. The application has two parts: the first for the new worker and the second for the employer. Completed applications with supporting documentation uploaded are submitted via the application portal and a confirmation of receipt is sent.

Applications are reviewed for program eligibility and evidence of eligible grant expenditures. Staff utilize a checklist to guide the review of each application for the following criteria:

- Program eligibility
- Proof of relocation and Vermont residency
- Relocation expense eligibility
  - Closing costs or lease deposit and one month rent for a primary residence
  - Hiring a moving company
  - Renting moving equipment
  - Shipping
  - Moving supplies
- Employer verification
- Supporting documentation

Upon review of an application, the applicant receives an email notifying them further information is needed. If further information is needed, they receive a list of the specific items needed to support the application.

When an application is determined to be complete and eligible, the application and supporting documentation receives a final review. When the application is approved in the final review, the applicant receives an electronic notification to complete a short demographic survey which includes forms W-9 and VT-8821. Once the survey is received, the applicant is notified they have been approved for a grant and the exact amount awarded. The grant agreement is then generated and sent to the grantee outlining the program and the expense types reimbursed. The grantee must sign the grant agreement and return it for final signature execution by the Commissioner, at which point grant funds are disbursed.

The Worker Relocation  
Grant Program website  
visits since July 1, 2021:

**99,398**

## NEW RELOCATING WORKER SUCCESS STORIES

### Joe Viets, party of 2, Bethel via Colorado Springs, CO

**Registered Nurse**

**Employer:** Department of Veteran's Affairs, White River Junction

Joe Viets and his fiancé were engaged over Easter weekend during their first trip to Montpelier together to visit his soon-to-be in-laws. A few months later, the couple closed on a home in nearby Bethel and are enjoying the process of fixing it up. “We adore this little town,” Viets said. “We try to do all our shopping locally – the little greenhouse, the hardware store, the lumber store – when we go in, they know us by name.”

“When we decided to move to Vermont, I had known about the Remote Worker Grant Program, but we didn’t qualify for that program given our line of work,” Viets explains, “but it ultimately drew our attention to the Relocated Worker program when it was announced later.” The extra funding proved invaluable when it came time for some of their more costly home renovations.

### John Serlis, party of 4, Derby via Beverly, MA

**Retail Salesperson**

**Employer:** Harvest Equipment/United Ag & Turf,  
Newport Town

After years of vacationing in Vermont’s Northeast Kingdom, John Serlis and his family made the recreation haven their permanent home. “Settling into the area was a dream of ours for a long time,” he said. Serlis recalls enjoying the open spaces, rolling farms and hospitable people on trips from his childhood home in Montreal, Canada.

While establishing his residence in Vermont and securing a new sales position at a local farm equipment dealer, Serlis applied for the Worker Relocation Grant Program to assist with some of the costs and make the family’s move a little easier. He said, “the program definitely helped us with the expense so we could make it work.”



## John Fisher, party of 2, Bennington via San Francisco, CA

### Early Childhood/Childcare Teacher

**Employer:** Southern Vermont Supervisory Union, Bennington

John Fisher and his wife had taken a quick trip to Vermont to purchase an Airstream camper which they lived in on their way to a new life in San Francisco. When San Francisco started to lock down early in the pandemic, the Fishers' perspective about the quality of life they were seeking quickly shifted and their daydreams about living in Vermont became more tangible. "When we asked ourselves 'Where can we afford to live?' Vermont felt like the right choice," he said.

The grant helped the couple pay their first heating bills this winter. "After draining our savings to move across the country, we are grateful for this program," he said, "We weren't eligible for the first round of incentives for remote workers back before my wife started working from home, but we kept checking back until the Worker Relocation incentive was announced. It made moving to Vermont a more affordable choice."



## Jamie Elias, party of 2, North Hero via St. Louis, MO

### Secondary School Teacher

**Employer:** Essex High School, Essex

Born in Burlington and raised across Lake Champlain in Plattsburgh, N.Y., Jamie Elias spent the last decade living in St. Louis, M.O. but dreaming of moving back to the Northeast. Elias and her husband had been searching for property on the Vermont side of the lake and closed on a home on an island in North Hero. "We were looking for something a little more remote after ten years in a big city, and we were able to purchase a larger piece of land out in the middle of the lake where it was more affordable."

"With cross-country moving expenses and a partner starting his own job search, the grant helped us recoup some of the losses we incurred from the move," she said. "The fact that Vermont had a program like this made the move much more manageable for us."

## RECOMMENDATIONS

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The Department of Financial Regulation contracted with PFM Group Consulting LLC to review Vermont's relocation grant programs. The [study](#)<sup>3</sup> concluded that the incentive payments were re-paid through tax revenues to the State in less than two years. The findings suggest the investments in the relocation programs are cost effective and can be further leveraged to improve future outcomes.

**Remove the occupation eligibility criteria from the New Relocating Worker grant.**

The [Short Term Occupational Projections with the Most Openings](#) is limited to 50 specific occupations and leaves out many critical vacancies' employers are unable to fill. There are currently many occupations with crisis-level worker shortages that are not represented on the list. One example is that Licensed Nurse Practitioners (LPNs) are not on the list and therefore do not qualify for an award.

**Structure future programs to increase financial predictability.** Move away from reimbursement of expenses structure. Instead, preapprove applicants for a fixed amount, \$5,000 or \$7,500 dependent upon the Labor Market Area they relocate to, before they relocate and issue payment once they have completed the relocation and verify residency.

**Refine the program elements and avoid changing the eligibility frequently.** The programs eligibility and funding have changed year to year which has led to some confusion among applicants. The funding is limited and distributed first come first served. Because funding is very limited and not guaranteed, it leads to some difficulty and hesitation from potential workers who are interested in relocating and employers who are recruiting.

**Increase the funding available to support these programs.** In Fiscal Year 2021, the Worker Relocation Grant Program was appropriated \$480,000 and \$130,000 to award New Relocating Worker and New Remote Worker Grants respectively. Based on New Relocating Worker applications initiated in the portal as of January 14, 2022, the program is fully subscribed. New Remote Worker grants have garnered many inquiries from those who are in the process of making arrangements to relocate to Vermont and apply for a grant when the eligibility opens February 1, 2021. It is anticipated that the full appropriations for both programs will be awarded and there will not be enough funding to award all eligible applications. An increase in funding will allow program operations to continue and prospective applicants to rely on the availability of funding when they arrive.

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<sup>3</sup> [https://dfr.vermont.gov/sites/finreg/files/doc\\_library/dfr-legislative-report-act51-worker-incentive-program-study.pdf](https://dfr.vermont.gov/sites/finreg/files/doc_library/dfr-legislative-report-act51-worker-incentive-program-study.pdf)

## APPENDIX: ACT 51 (2021)

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### **No. 51. An act relating to employee incentives, technical education, and unemployment insurance.**

#### Sec. 1. INTENT AND PURPOSE

It is the intent of the General Assembly and the purpose of Sec. 2 of this act to:

- (1) expand the Vermont workforce;
- (2) attract new residents to the State; and
- (3) provide support to employers who are unable to fill positions from among candidates who are already located in this State, whether due to very low unemployment rate or due to a disconnect between job requirements and candidate qualifications.

Sec. 2. 10 V.S.A. § 4 is added to read:

#### § 4. NEW RELOCATING EMPLOYEE INCENTIVES

- (a) The Agency of Commerce and Community Development shall design and implement a program to award incentive grants to relocating employees as provided in this section and subject to the policies and procedures the Agency adopts to implement the program.
- (b) A relocating employee may be eligible for a grant under the program for qualifying expenses, subject to the following:
  - (1) A base grant shall not exceed \$5,000.00.
  - (2) The Agency may award an enhanced grant, which shall not exceed \$7,500.00, for a relocating employee who becomes a resident in a labor market area in this State in which:
    - (A) the average annual unemployment rate in the labor market area exceeds the average annual unemployment rate in the State; or
    - (B) the average annual wage in the State exceeds the annual average wage in the labor market area.

- (c) The Agency shall:
- (1) adopt procedures for implementing the program, which shall include a simple certification process to certify relocating employees and qualifying expenses;
  - (2) promote awareness of the program, including through coordination with relevant trade groups and by integration into the Agency's economic development marketing campaigns;
  - (3) award grants to relocating employees on a first-come, first-served basis beginning on July 1, 2021, subject to available funding; and
  - (4) adopt measurable goals, performance measures, and an audit strategy to assess the utilization and performance of the program.
- (d) On or before January 15, 2022, the Agency shall submit a report to the House Committee on Commerce and Economic Development and the Senate Committee on Economic Development, Housing and General Affairs concerning the implementation of this section, including:
- (1) a description of the policies and procedures adopted to implement the program;
  - (2) the promotion and marketing of the program; and
  - (3) an analysis of the utilization and performance of the program, including the projected revenue impacts and other qualitative and quantitative returns on investment in the program based on available data and modeling.
- (e) As used in this section:
- (1) "Qualifying expenses" means the actual costs a relocating employee incurs for relocation expenses, which may include moving costs, closing costs for a primary residence, rental security deposit, one month's rent payment, and other relocation expenses established in Agency guidelines.
  - (2) "Relocating employee" means an individual who meets the following criteria:
    - (A) (i) On or after July 1, 2021:
      - (I) the individual becomes a full-time resident of this State;

- (II) the individual becomes a full-time employee at a Vermont location of a for-profit or nonprofit business organization domiciled or authorized to do business in this State, or of a State, municipal, or other public sector employer;
  - (III) the individual becomes employed in one of the “Occupations with the Most Openings” identified by the Vermont Department of Labor in its “Short Term Employment Projections 2020-2022”; and
  - (IV) the employer attests to the Agency that, after reasonable time and effort, the employer was unable to fill the employee’s position from among Vermont applicants; or
- (ii) on or after February 1, 2022:
- (I) the individual becomes a full-time resident of this State; and
  - (II) the individual is a full-time employee of an out-of-state business and performs the majority of his or her employment duties remotely from a home office or a co-working space located in this State.
- (B) The individual receives gross salary or wages that equal or exceed the Vermont livable wage rate calculated pursuant to 2 V.S.A. § 526.
- (C) The individual is subject to Vermont income tax.

#### Sec. 2a. ALLOCATION OF APPROPRIATION

The Agency of Commerce shall allocate the amounts appropriated in Sec. G.300(a)(20) of H. 439 as follows:

- (1) The Agency may use not more than \$480,000.00 to provide grants to new relocating employees who qualify under 10 V.S.A. § 4(e)(2)(A)(i).
- (2) The Agency may use not more than \$130,000.00 to provide grants to new relocating employees who qualify under 10 V.S.A. § 4(e)(2)(A)(ii).

- (3) (A) The Agency shall transfer not more than \$40,000.00 to the Department of Financial Regulation for the amount required to hire an independent consultant as required in Sec. 2b of this act.
- (B) If any amounts from subdivision (3)(A) of this section remain unspent upon conclusion of the study, the Agency shall divide such amounts evenly for grants pursuant to subdivisions (1) and (2) of this section.

#### Sec. 2b. NEW RELOCATING WORKERS; STUDY

- (a) The Department of Financial Regulation shall contract with an independent consultant to study and report on the effectiveness of incentive programs to attract new workers and new remote workers in meeting the demographic challenges and workforce shortages that exist in Vermont.
- (b) The Agency of Commerce and Community Development shall make available to the consultant any data and information necessary to assess the administration and outcomes of the programs created in 2018 Acts and Resolves No. 197, Sec. 1, as amended by 2019 Acts and Resolves No. 80, Sec. 15 (New Remote Worker Grant Program); in 2019 Acts and Resolves No. 80, Sec. 12 (New Worker Relocation Incentive Program); and the new relocating employee program created by this act in 10 V.S.A. § 4.
- (c) On or before December 15, 2021, the Department shall deliver a final report and any recommendations for legislative action to the House Committees on Commerce and Economic Development and on Appropriations and the Senate Committees on Economic Development, Housing and General Affairs and on Appropriations.

#### Sec. 3. REPEALS

The following are repealed:

- (1) 2018 Acts and Resolves No. 197, Sec. 1, as amended by 2019 Acts and Resolves No. 80, Sec. 15 (New Remote Worker Grant Program); and
- (2) 2019 Acts and Resolves No. 80, Sec. 12 (New Worker Relocation Incentive Program).



## STATE OF VERMONT

### WORKER RELOCATION GRANT PROGRAM

## FREQUENTLY ASKED QUESTIONS



#### 1. Are there different grants available under this Program?

Yes, there is the New Relocating Worker grant that is available to new residents taking a job with a Vermont employer and the New Remote Worker grant that is available to new residents that work for an out-of-state employer.

#### 2. Who is eligible to apply for a New Relocating Worker grant?

An eligible applicant is someone who, **on or after July 1, 2021**:

- Relocated to Vermont, became a full-time resident; **and**
- **Became a full-time employee of a Vermont employer; and**
- **Is employed in an occupation identified by the Vermont Department of Labor in its Short Term Occupational Projections with the Most Openings (<https://thinkvermont.com/wp-content/uploads/2021/08/Short-Term-Occupational-Projections.pdf>); and**
- The wage for the position equals or exceeds the Vermont livable wage (<https://lfo.vermont.gov/assets/Subjects/Basic-Needs-Budgets/1defd5222f/2021-Basic-Needs-Budget-and-Livable-Wage-report-FINAL-1-16-2021.pdf>) rate as updated 1/15/21 in accordance with 2 V.S.A. §526. Currently this is \$13.39 per/hr; **and**
- Incurred qualified relocation expenses; **and**
- Is subject to Vermont income tax; **and**
- **Is employed by an employer who attests that, after reasonable time and effort, the employer was unable to fill the employee's position from among Vermont applicants.**

#### 3. What occupations are eligible for a New Relocating Worker grant?

An eligible occupation is any one of the following occupations as identified in the Vermont Department of Labor Short Term Occupational Projections with the Most Openings (<https://thinkvermont.com/wp-content/uploads/2021/08/Short-Term-Occupational-Projections.pdf>):

##### Qualifying Occupations:

1. Cashiers
2. Fast Food and Counter Workers
3. Home Health and Personal Care Aides
4. Retail Salespersons
5. Waiters and Waitresses
6. Janitors and Cleaners, Except Maids and Housekeeping Cleaners
7. Bookkeeping, Accounting, and Auditing Clerks
8. Customer Service Representatives
9. Secretaries and Administrative Assistants, Except Legal, Medical, and Executive
10. Farmers, Ranchers, and Other Agricultural Managers
11. Teaching Assistants, Except Postsecondary
12. Landscaping and Groundskeeping Workers
13. Maids and Housekeeping Cleaners
14. Stockers and Order Fillers
15. Carpenters

16. Cooks, Restaurant
17. Social and Human Service Assistants
18. Laborers and Freight, Stock, and Material Movers, Hand
19. Childcare Workers
20. Registered Nurses
21. General and Operations Managers
22. Bartenders
23. Heavy and Tractor-Trailer Truck Drivers
24. Nursing Assistants
25. First-Line Supervisors of Retail Sales Workers
26. Receptionists and Information Clerks
27. Passenger Vehicle Drivers, Except Bus Drivers, Transit and Intercity
28. Elementary School Teachers, Except Special Education
29. Maintenance and Repair Workers, General
30. Accountants and Auditors
31. Construction Laborers
32. Coaches and Scouts
33. Light Truck or Delivery Services Drivers
34. Recreation Workers
35. Substitute Teachers, Short-Term
36. First-Line Supervisors of Food Preparation and Serving Workers
37. Compliance Officers
38. First-Line Supervisors of Office and Administrative Support Workers
39. Amusement and Recreation Attendants
40. Hotel, Motel, and Resort Desk Clerks
41. Secondary School Teachers, Except Special and Career/Technical Education
42. Dining Room and Cafeteria Attendants and Bartender Helpers
43. Dishwashers
44. Fitness Trainers and Aerobics Instructors
45. Farmworkers and Laborers, Crop, Nursery, and Greenhouse
46. Medical Secretaries
47. Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop
48. Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products
49. Substance Abuse, Behavioral Disorder, and Mental Health Counselors
50. Farmworkers, Farm, Ranch, and Aquacultural Animals

#### 4. Who is eligible to apply for a New Remote Worker grant?

An eligible applicant is someone who, **on or after February 1, 2022**:

- Relocated to Vermont, became a full-time resident; **and**
- **Is working full time remotely for an out-of-state employer from a home office or coworking space located within VT; and**
- The applicant's wage equals or exceeds the Vermont livable wage (<https://lfo.vermont.gov/assets/Subjects/Basic-Needs-Budgets/1defd5222f/2021-Basic-Needs-Budget-and-Livable-Wage-report-FINAL-1-16-2021.pdf>) rate as updated 1/15/21 in accordance with 2 V.S.A. §526. Currently this is \$13.39 per/hour; **and**
- Incurred qualified relocation expenses; **and**
- Is subject to Vermont income tax.

continued >

LIVE

GROW

WORK

PLAY

2021 v1.3

THINKVERMONT.COM



## STATE OF VERMONT

### WORKER RELOCATION GRANT PROGRAM

## FREQUENTLY ASKED QUESTIONS



#### 5. How is a full-time employee defined?

A full-time employee is defined as:

- Works at least 35 hours per week
- Permanent (not seasonal, temporary, contract, or temp agency)
- Not an owner (someone who controls 10% or more of the company)
- Paid wage or salary as reported on a Federal Tax Form W-2

#### 6. What are “qualified relocation expenses”?

Qualified relocation expenses are: Closing costs for a primary residence or lease deposit and one month rent, hiring a moving company, renting moving equipment, shipping, and the cost of moving supplies.

#### 7. Can an applicant receive funding to reimburse travel expenses?

No. Travel expenses (lodging, airfare, gas, food, tolls) for traveling to Vermont are not eligible for reimbursement by this program.

#### 8. How does the application process work?

Applications must be completed in the online portal with all supporting documents uploaded. The application includes sections for the applicant and the employer. Once an application is determined to be complete and that all criteria are met, applicants will be issued a demographic survey, W-9, and VT8821. Upon receipt of the completed survey and forms from the applicant, a grant may be awarded subject to funding availability.

#### 9. Can an applicant complete a partial application and come back to finish the application at a later date?

No. Applicants must complete the application including all documentation at one time.

#### 10. Can an applicant apply for partial expenses and then reapply for another grant to cover additional expenses?

No. Applicants are limited to one approved grant and may not reapply if additional costs are incurred.

#### 11. How does an applicant prove residency in Vermont?

Applicants must provide a copy of their:

- valid Vermont-issued driver’s license or non-driver identification; **and**,
- copy of their paycheck stub with Vermont information; **and**,
- **two** of the following documents:
  - Vermont housing lease or purchase contract
  - Vermont utility bill with new service address
  - Vermont property tax bill
  - Vermont homeowner or renter insurance

#### 12. Can I apply if I am staying in Vermont temporarily?

No. If you are staying in a temporary living situation and have not established full-time Vermont residency, you are not eligible for this program.

#### 13. How does an applicant prove that they work full-time?

The application will require verification from the applicant’s employer.

#### 14. What supporting documentation do I need to submit as proof of qualified relocation expenses?

Applicants must provide an itemized invoice **and** proof of payment for each expense they incurred and are seeking reimbursement for. Expenses not yet paid are not eligible for reimbursement.

#### 15. If my employer provides relocation assistance, can I still apply?

Yes. An applicant may receive funding for any portion of qualified relocation expenses that are not paid or reimbursed by their employer.

#### 16. Can an applicant complete the employer section of the application?

No. The employer section must be completed by the employer.

#### 17. Does an applicant need to provide evidence of relocation to Vermont?

Yes. Applications and supporting documentation must provide evidence supporting the applicants relocation from outside of Vermont. If it is not clear a permanent relocation has occurred, the applicant will be required to submit further documentation.

#### 18. Can an applicant receive an award from this relocation program if it meets the eligibility criteria of a previous Vermont relocation program but does not meet all eligibility criteria for this program?

No. Only applicants who meet all eligibility criteria for this program will be considered for an award from this program.

#### 19. Can an applicant receive a grant before moving to Vermont?

- No.
- Eligible NEW RELOCATING WORKER applicants must have moved to Vermont on or after July 1, 2021 and provide supporting documentation.
  - Eligible NEW REMOTE WORKER applicants must have moved to Vermont on or after February 1, 2022 and provide supporting documentation.

#### 20. Are independent contractors eligible to apply?

No. The program is for employees who receive a Form W-2 from their employer.

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## STATE OF VERMONT

### WORKER RELOCATION GRANT PROGRAM

## FREQUENTLY ASKED QUESTIONS



#### 21. Can my spouse (or other household members who move to Vermont with me) also apply for a relocation grant?

No. There is a limit of one relocation grant per household.

#### 22. How is the grant amount determined?

Grants will be awarded for reimbursement of qualified relocation expenses. The maximum amount of the grant is determined by the grantee's physical relocation address. To find out which Labor Market Area applies to a specific town visit ([www.vtmi.info/lmadef2015.pdf](http://www.vtmi.info/lmadef2015.pdf)).

#### LABOR MARKET AREAS (LMAS) WITH MAXIMUM GRANT AMOUNTS

Labor Market Area	Max Grant Amount
Bennington, VT Micropolitan NECTA	\$7,500
Brattleboro, VT-NH LMA, VT Part	\$7,500
Colebrook, NH-VT LMA, VT Part	\$7,500
Derby, VT LMA	\$7,500
Highgate, VT LMA	\$7,500
Lebanon, NH-VT Micropolitan NECTA, VT Part (White River Junction)	\$7,500
Littleton, NH-VT LMA, VT Part	\$7,500
Manchester, VT LMA	\$7,500
Middlebury, VT LMA	\$7,500
Morristown-Waterbury, VT LMA	\$7,500
Newbury, VT LMA	\$7,500
North Adams, MA-VT Micropolitan NECTA, VT Part	\$7,500
Northfield-Waitsfield, VT LMA	\$7,500
Randolph, VT LMA	\$7,500
Rutland, VT Micropolitan NECTA	\$7,500
Springfield, VT LMA	\$7,500
St Johnsbury, VT LMA	\$7,500
Woodstock, VT LMA	\$7,500
Barre, VT Micropolitan NECTA	\$5,000
Burlington-South Burlington, VT Micropolitan NECTA	\$5,000

#### 23. What should applicants have ready to begin an application?

Applicants should have the following information and documents available to upload with their application:

- Employer information:
  - Employer Name
  - Address
  - Employer Representative Name (this should be the hiring manager)
  - Employer Representative e-mail address
  - Employer Representative phone number
- Proof of residency documentation:
  - Copy of **Vermont** Driver's License or **Vermont** Real ID
  - Copy of the applicant's paycheck stub
  - **Plus**, two pieces of documentation from the list below that is in the applicant's name and includes the physical Vermont address.
    - Vermont housing lease or purchase contract
    - Vermont utility bill with new service address

- Vermont property tax bill
- Vermont homeowner/renter insurance

- Documentation in support of **each** qualifying relocation expense submitted for reimbursement:
  - Itemized invoice **and**
  - Proof of payment

*(Documentation should be provided in individual files to be uploaded during the completion of the application.)*

#### 24. If I have more questions, where can I find additional information?

All the details of the program can be found at [www.thinkvermont.com/relocation-incentives](http://www.thinkvermont.com/relocation-incentives) or you can send an email to [workerrelocation@vermont.gov](mailto:workerrelocation@vermont.gov).

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