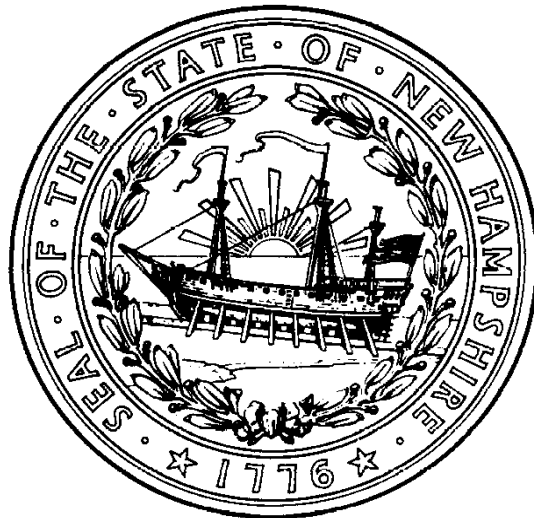
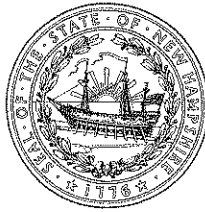


FISCAL COMMITTEE



**Meeting of March 21, 2014
10:00 a.m.
Room 210-211, LOB**



JEFFRY A. PATTISON
Legislative Budget Assistant
(603) 271-3161

MICHAEL W. KANE, MPA
Deputy Legislative Budget Assistant
(603) 271-3161

State of New Hampshire
OFFICE OF LEGISLATIVE BUDGET ASSISTANT
State House, Room 102
Concord, New Hampshire 03301

RICHARD J. MAHONEY, CPA
Director, Audit Division
(603) 271-2785

March 13, 2014

To the Members of the Fiscal Committee
of the General Court

The Chairman of the Fiscal Committee of the General Court, as established by RSA 14:30-a, of which you are a member, has requested that you be notified that the Fiscal Committee will hold a regular business meeting on Friday, March 21, 2014, at 10:00 a.m. in Room 210-211 of the Legislative Office Building.

Please find attached information to be discussed at that meeting.

Sincerely,

A handwritten signature in cursive script that reads "Jeffrey A. Pattison".

Jeffrey A. Pattison
Legislative Budget Assistant

JAP/pe
Attachments

FISCAL COMMITTEE
AGENDA

Friday, March 21, 2014 in Room 210-211 of the Legislative Office Building

10:00 a.m.

- (1) Acceptance of Minutes of the February 14, 2014 meeting and March 10, 2014 special meeting

NOTE: ALL ITEMS LISTED ON THE AGENDA UNDER CONSENT CALENDAR ARE IN BOLD.

- (2) Old Business:

FIS 13-081 Additional Information – request from the Members of the Joint Legislative Performance Audit and Oversight Committee dated, December 6, 2013, requesting that the proposed Police Standards and Training Council audit be removed from the table and voted on. (FIS 13-081 Letter from Representative Lucy McVitty Weber, Chairman of the Legislative Performance Audit and Oversight Committee relative to the recommendation of the performance audit topics for 5) Police Standards and Training Council, The Council in Performance of its Charter. Tabled 03/08/13)

FIS 14-006 Department of Health and Human Services – January 2014 report of the Department's assessment as to the most appropriate, cost effective, long and short-term uses of the Sununu Youth Services Center. Informational Item held from the February 14, 2014 meeting.

CONSENT CALENDAR

- (3) **RSA 14:30-a, VI Fiscal Committee Approval Required for Acceptance and Expenditure of Funds Over \$100,000 from any Non-State Source:**

FIS 14-022 Department of Health and Human Services – accept and expend \$422,249 in federal funds retroactive from September 30, 2013 through September 29, 2014

FIS 14-033 Department of Education – authorization to retroactively amend the end date, with no increase in funding, from January 31, 2014 to September 30, 2014 (FIS 10-237 originally approved July 20, 2010, amended (FIS 12-283) on September 14, 2012, and subsequently amended (FIS 13-129) on June 7, 2013)

FIS 14-035 Department of Justice – accept and expend \$300,000

- (4) **RSA 14:30-a, VI Fiscal Committee Approval Required for Acceptance and Expenditure of Funds Over \$100,000 from any Non-State Source and RSA 124:15 Positions Restricted:**

FIS 14-026 Department of Education – authorization to 1) accept and expend \$4,222,476 in federal funds through June 30, 2015, and to 2) establish three (3) full-time temporary positions to consist of; an Administrator II, a Program Specialist III, and a Program Assistant II, and further authorization to 3) establish a part-time temporary Program Specialist III position through June 30, 2015

FIS 14-028 Department of Cultural Resources – authorization to 1) accept and expend \$114,625 in other funds through June 30, 2015, and 2) establish class 046 consultant positions through June 30, 2015

FIS 14-029 Department of Cultural Resources – authorization to 1) accept and expend \$697,919 in federal funds through June 30, 2015, and 2) establish one (1) part-time temporary Grants Program Coordinator position and two (2) part-time temporary Program Specialists I positions through June 30, 2015

FIS 14-034 Department of Safety – authorization to 1) accept and expend \$955,095 in other funds through September 30, 2014, and further authorization to 2) establish class 046 consultant positions through September 30, 2014

FIS 14-036 Department of Transportation – authorization to 1) accept and expend \$624,755 in private local funds from the State of Maine, and \$641,819 in private local funds from the State of Vermont through June 30, 2015, and further authorization to 2) establish class 046 consultant positions through June 30, 2015

(5) **RSA 124:15 Positions Restricted:**

FIS 14-027 Department of Justice – authorization to establish one (1) full-time temporary Paralegal II position through June 30, 2015

(6) **RSA 21-I:56, II, Reclassification of Positions or Increases:**

FIS 14-038 Department of Safety – authorization to reclassify Position #40583 from Information Technology Manager V, labor grade 34, step 8, to Assistant Director of Emergency Services and Communications, labor grade 35, step 8

(7) **RSA 21-P:12-d, Fire Standards and Training and Emergency Medical Services Fund:**

FIS 14-037 Department of Safety – authorization to transfer \$390,000 Fire and EMS funds through June 30, 2014

(8) **RSA 228:12, Transfers from Highway Surplus Account:**

FIS 14-039 Department of Transportation – authorization to transfer \$7,768,000 from Highway Surplus to fund winter maintenance activities through June 30, 2014

(9) **Chapter 143:3, Laws of 2013, Assignment of Office Space:**

FIS 14-031 Governor’s Commission on Disability – authorization to relocate its offices from 57 Regional Drive, Concord to the Anna Philbrook Building, 121 South Fruit Street, Concord, effective December 9, 2013

(10) **Chapter 143:31, Department of Administrative Services; Transfer Among Accounts and Classes:**

FIS 14-040 Department of Administrative Services – authorization to transfer \$256,682 in and among accounting units and to create four new expenditure classes through June 30, 2014

(11) Chapter 144:95, Laws of 2013, Department of Transportation; Transfer of Funds:

FIS 14-030 Department of Transportation – authorization to transfer \$10,050 between Highway Fund accounts and classes through June 30, 2014

FIS 14-041 Department of Transportation – authorization to transfer \$10,676 between Bureau of Rail and Transit accounts and classes through June 30, 2014

(12) Miscellaneous:

(13) Informational Materials:

LBAO Report on Additional Revenues for the Biennium Ending June 30, 2015 – Fiscal Committee Approvals through February 14, 2014 (RSA 14:30-a, VI and Chapter 224:14, II, Laws of 2011)

LBAO Report on American Recovery and Reinvestment Act (ARRA) Stimulus Funding – Fiscal Committee Approvals through February 14, 2014 (RSA 14:30-a, VI and Chapter 224:14, II, Laws of 2011)

Letter from Jeffry A. Pattison, Legislative Budget Assistant relative to a hiring, promotion or step increases granted to LBAO employees

Joint Legislative Facilities Committee
Legislative Branch
Detail of Balance of Funds Available
Fiscal Year 2014
As of 02/28/14

FIS 14-024 New Hampshire Lottery Commission – Chapter 144:15, Laws of 2013 – Quarterly report on the status of the incentive employee recognition program for the sale of instant tickets

FIS 14-025 Department of Revenue Administration – RSA 21-J:45 – Refund report for January 2014

FIS 14-042 Department of Revenue Administration – RSA 21-J:45 – Refund report for February 2014

10:30 a.m.

Audits:

State Of New Hampshire
Lottery Commission
Management Letter
For the Fiscal Year Ended June 30, 2013

State of New Hampshire
Liquor Commission
Management Letter
For the Fiscal Year Ended June 30, 2013
State of New Hampshire

Turnpike System
Management Letter
For the Fiscal Year Ended June 30, 2013

State of New Hampshire
State Treasury
Financial Audit Report
For the Fiscal Year Ended June 30, 2013

(14) Date of Next Meeting and Adjournment

FISCAL COMMITTEE OF THE GENERAL COURT

MINUTES

February 14, 2014

The Fiscal Committee of the General Court met on Friday, February 14, 2014 at 10:00 a.m. in Room 210-211 of the Legislative Office Building.

Members in attendance were as follows:

Representative Mary Jane Wallner, Chairman
Representative Ken Weyler, Clerk
Representative Peter Leishman
Representative Cindy Rosenwald
Representative Daniel Eaton
Senator Jeanie Forrester
Senator John Reagan (Alternate)
Senate President Chuck Morse
Senator Sylvia Larsen
Senator Andy Sanborn

Chairman Wallner opened the meeting at 10:04 a.m.

ACCEPTANCE OF MINUTES:

On a motion by Senator Forrester, seconded by Representative Rosenwald, that the minutes of the January 10, 2014 meeting be accepted as written. MOTION ADOPTED.

OLD BUSINESS:

FIS 13-081 Additional Information – request from the Members of the Joint Legislative Performance Audit and Oversight Committee dated, December 6, 2013, requesting that the proposed Police Standards and Training Council audit be removed from the table and voted on (FIS 13-081 Letter from Representative Lucy McVitty Weber, Chairman of the Legislative Performance Audit and Oversight Committee relative to the recommendation of the performance audit topics for 5) Police Standards and Training Council, The Council in Performance of its Charter. Tabled 03/08/13.) No Action Taken.

NEW BUSINESS:

RSA 9:16-a, TRANSFERS AUTHORIZED:

CONSENT CALENDAR

On a motion by Representative Leishman, seconded by Representative Weyler, that the Committee approve the request under this section as submitted. MOTION ADOPTED. [FIS 14-008 Department of Safety – transfer \$175,000]

RSA 9:16-a TRANSFERS AUTHORIZED AND RSA 14:30-a, VI FISCAL COMMITTEE APPROVAL REQUIRED FOR ACCEPTANCE AND EXPENDITURE OF FUNDS OVER \$100,000 FROM ANY NON-STATE SOURCE:

CONSENT CALENDAR

On a motion by Representative Rosenwald, seconded by Senator Reagan, that the Committee approve the request under this section as submitted. MOTION ADOPTED. [FIS 14-013 Department of Health and Human Services – authorization to 1) transfer \$70,637,150 in general funds through June 30, 2015, and 2) accept and expend \$70,952 in federal funds through June 30, 2015]

RSA 14:30-a, VI FISCAL COMMITTEE APPROVAL REQUIRED FOR ACCEPTANCE AND EXPENDITURE OF FUNDS OVER \$100,000 FROM ANY NON-STATE SOURCE:

CONSENT CALENDAR

On a motion by Representative Rosenwald, seconded by Senator Forrester, that the Committee approve the request under this section as submitted. MOTION ADOPTED. [FIS 14-009 Police Standards and Training Council – accept and expend \$323,284]

RSA 14:30-a, VI FISCAL COMMITTEE APPROVAL REQUIRED FOR ACCEPTANCE AND EXPENDITURE OF FUNDS OVER \$100,000 FROM ANY NON-STATE SOURCE AND RSA 124:15 POSITIONS RESTRICTED:

CONSENT CALENDAR

At the request of Senator Sanborn, FIS 14-014 Insurance Department was removed from the consent calendar.

On a motion by Representative Rosenwald, seconded by Senator Forrester, that the Committee approve the remaining requests under this section as submitted. MOTION ADOPTED. [FIS 14-001 Department of Safety – authorization to 1) accept and expend \$149,080.50 in other funds through September 30, 2014, and 2) establish consultant positions through September 30, 2014, FIS 14-015 Board of Pharmacy – authorization to 1) accept and expend \$368,871 in other funds through March 31, 2015, and 2) establish a temporary full-time Administrator I position through March 31, 2015, and 3) extend the end date for a temporary part-time Administrator I position from June 30, 2014 to March 31, 2015 (FIS 13-164, approved July 10, 2013), and FIS 14-019 Department of Health and Human Services – authorization to 1) accept and expend \$313,717 in federal funds through June 30, 2015, and contingent upon approval of #1, authorization to 2) establish a consultant line to contract for consultant services with an epidemiologist through June 30, 2015]

FIS 14-014 Insurance Department – Roger Sevigny, Commissioner, and Jennifer Patterson, Esquire, Life, Accident, and Health Legal Counsel, New Hampshire Insurance Department presented the request and responded to questions of the Committee.

On a motion by Senator Sanborn, seconded by Representative Weyler, that the Committee table the request of the Insurance Department to 1) accept and expend \$2,048,237 in

federal funds for FY 2014 and FY 2015, through December 31, 2014, and authorization to 2) establish consultant positions through December 31, 2014.

Representative Rosenwald requested a roll call.

A roll call was taken and the results were as follows:

Representative Rosenwald – No

Representative Leishman – No

Representative Weyler – Yes

Senator Forrester – Yes

Senator Reagan – Yes

Senator Morse – Yes

Senator Larsen – No

Senator Sanborn – Yes

Representative Wallner – No

(5-Yes, 4-No) MOTION ADOPTED.

The item was tabled until the Insurance Department could appear before the Joint Health Care Reform Oversight Committee.

RSA 228:12 TRANSFERS FROM HIGHWAY SURPLUS ACCOUNT:

FIS 14-018 Department of Transportation – Christopher Clement, Sr., Commissioner, and Patrick McKenna, Director of Finance, Department of Transportation, presented the request, two (2) handouts, and responded to questions of the Committee.

On a motion by Representative Weyler, seconded by Representative Eaton, that the Committee approve the request of the Department of Transportation to transfer \$2,250,000 from Highway Surplus to fund winter maintenance activities through June 30, 2014. MOTION ADOPTED.

CHAPTER 144:56, LAWS OF 2013, DEPARTMENT OF CORRECTIONS; TRANSFERS:

FIS 14-010 Department of Corrections – On a motion by Representative Leishman, seconded by Senator Reagan, that the Committee approve the request of the Department of Corrections to create a new expenditure class and to transfer \$344,946 in general funds within and among accounts through June 30, 2014. MOTION ADOPTED.

CHAPTER 144:95, LAWS OF 2013, DEPARTMENT OF TRANSPORTATION; TRANSFER OF FUNDS:

FIS 14-002 Department of Transportation – Patrick McKenna, Director of Finance, Department of Transportation, presented the request and responded to questions of the Committee.

On a motion by Senator Larsen, seconded by Senator Reagan, that the Committee approve the request of the Department of Transportation to transfer \$85,000 between Highway Fund accounts and classes through June 30, 2014 and to transfer \$85,000 between Highway Fund accounts and classes through June 30, 2015. MOTION ADOPTED.

FIS 14-011 Department of Transportation – Patrick McKenna, Director of Finance, Department of Transportation, presented the request and responded to questions of the Committee.

On a motion by Representative Weyler, seconded by Representative Rosenwald, that the Committee approve the request of the Department of Transportation to transfer \$100,600 between Highway Fund accounts and classes through June 30, 2014. MOTION ADOPTED.

FIS 14-012 Department of Transportation – On a motion by Representative Leishman, seconded by Representative Eaton, that the Committee approve the request of the Department of Transportation to transfer \$103,000 between Turnpike Fund accounting units and classes through June 30, 2014. MOTION ADOPTED.

FIS 14-016 Department of Transportation – On a motion by Representative Eaton, seconded by Senator Reagan, that the Committee approve the request of the Department of Transportation to establish a non-budgeted class and to transfer \$4,000 in FY 2014 and \$5,000 in FY 2015 between accounts and classes in the Stickney Avenue Facility accounting unit through June 30, 2014 and June 30, 2015 respectively. MOTION ADOPTED.

CHAPTER 144:97, LAWS OF 2013, JUDICIAL BRANCH; TRANSFERS:

FIS 14-004 Administrative Office of the Courts – On a motion by Representative Leishman, seconded by Senator Larsen, that the Committee approve the request of the Administrative Office of the Courts to transfer \$265,000 in general funds through June 30, 2014. MOTION ADOPTED.

INFORMATIONAL MATERIALS:

The Chair requested that a representative from the Sununu Youth Center be present at the next meeting to discuss informational item FIS 14-006 regarding the January 2014 report of the Department's assessment as to the most appropriate, cost effective, long and short-term uses of the Sununu Youth Services Center.

The informational items were accepted and placed on file.

10:30 a.m.

Audits:

The Unique College Investing Plan, Annual Report, September 30, 2013 and The Fidelity Advisor 529 Plan, Annual Report, September 30, 2013 – William Dwyer, Deputy State Treasurer, and Rachel Bradley, representing PricewaterhouseCoopers, presented the reports and responded to questions of the Committee.

On a motion by Representative Weyler, seconded by Representative Eaton, that the Unique College Investing Plan, Annual Report, September 30, 2013 report be accepted, placed on file, and released in the usual manner. MOTION ADOPTED.

On a motion by Representative Weyler, seconded by Representative Eaton, that The Fidelity Advisor 529 Plan, Annual Report, September 30, 2013 report be accepted, placed on file, and released in the usual manner. MOTION ADOPTED.

State of New Hampshire, New Hampshire Veterans' Home, Internal Controls Over The Budget, Performance Audit Report, February 2014 – Richard Mahoney, Director of Audits, and John Clinch, Senior Audit Manager, Audit Division, Office of Legislative Budget Assistant presented the report and responded to questions of the Committee. Margaret LaBrecque, Commandant, New Hampshire Veterans Home, was also present to respond to questions of the Committee.

On a motion by Representative Weyler, seconded by Representative Eaton, that the report be accepted, placed on file, and released in the usual manner. MOTION ADOPTED.

ADJOURNMENT:

The next regular meeting of the Fiscal Committee was set for Friday, March 21, 2014 at 10:00 a.m.

A special meeting will be at the Call of The Chair regarding the tabled Insurance Department item FIS 14-014. (Whereupon the meeting adjourned at 11:17 a.m.)

Representative Ken Weyler, Clerk

FISCAL COMMITTEE OF THE GENERAL COURT

MINUTES

March 10, 2014

The Fiscal Committee of the General Court met on Monday, March 10, 2014 at 2:30 p.m. in Room 103 of the State House.

Members in attendance were as follows:

Senator Jeanie Forrester, Vice Chair
Representative Ken Weyler, Clerk
Representative Daniel Eaton
Representative Peter Leishman
Representative Cindy Rosenwald
Representative Sharon Nordgren (Alternate)
Senate President Chuck Morse
Senator Bob Odell
Senator Sylvia Larsen
Senator Andy Sanborn

Vice Chairman Forrester opened the meeting at 2:33 p.m.

OLD BUSINESS:

FIS 14-014 Insurance Department – Tabled 02/14/14. On a motion by Representative Eaton, seconded by Representative Rosenwald, that the item be removed from the table. MOTION ADOPTED.

Roger Sevigny, Commissioner, and Michael Wilkey, Director, Life, Accident, and Health Division, New Hampshire Insurance Department presented the request and responded to questions of the Committee. Alain Couture, Insurance Company Examiner, New Hampshire Insurance Department, was also present to respond to questions of the Committee.

On a motion by Representative Eaton, seconded by Representative Rosenwald, that the Committee approve the request of the Insurance Department to 1) accept and expend \$2,048,237 in federal funds for FY 2014 and FY 2015, through December 31, 2014, and authorization to 2) establish consultant positions through December 31, 2014. MOTION ADOPTED. (6-Yes, 4-No)

ADJOURNMENT:

On a motion by Senator Morse, seconded by Representative Eaton, that the meeting adjourn. MOTION ADOPTED. (Whereupon the meeting adjourned at 3:06 p.m.)

The next regular meeting of the Fiscal Committee was previously set for Friday, March 21, 2014 at 10:00 a.m.

Representative Ken Weyler, Clerk



State of New Hampshire

FIS 13 081

HOUSE OF REPRESENTATIVES

CONCORD

February 27, 2013

Fiscal Committee of the General Court
The Honorable Mary Jane Wallner, Chairman
State House
Concord, NH 03301

Dear Representative Wallner and Members of the Committee,

RSA 14:30-a, III requires the Fiscal Committee to consider recommendations proposed to it by the Legislative Performance Audit and Oversight Committee.

At its February 22, 2013 meeting, the Legislative Performance Audit and Oversight Committee voted to recommend six new performance audit topics for the Office of Legislative Budget Assistant, Audit Division. The new topics are:

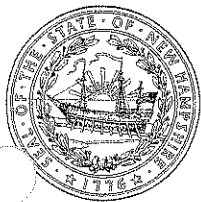
1. Department of Corrections, Division of Community Corrections.
2. Department of Health and Human Services, Health Facilities Administration, Assisted Living and Nursing Facility Inspections.
3. Department of Health and Human Services, Electronic Benefit Transfer Cards.
4. Department of Resources and Economic Development, Economic Development Programs.
5. Police Standards and Training Council, The Council in Performance of its Charter.
6. Community Development Finance Authority, Program Results.

I respectfully request the Fiscal Committee's approval of these topics at its next meeting.

Sincerely,

A handwritten signature in cursive script, appearing to read "L. Weber".

Representative Lucy McVitty Weber, Chairman
Joint Legislative Performance Audit
and Oversight Committee



State of New Hampshire

FIS 13-081
Additional Information

HOUSE OF REPRESENTATIVES

CONCORD

December 6, 2013

Fiscal Committee of the General Court
The Honorable Mary Jane Wallner, Chairman
State House
Concord, NH 03301

Dear Representative Wallner and Members of the Committee,

I am writing to you at the request of the members of the Joint Legislative Performance Audit and Oversight Committee. As you know, the committee authorized the proposal of a performance audit of the Police Standards and Training Council at its meeting on February 22, 2013. The proposal was forwarded to the Fiscal Committee for approval, where it was tabled pending the resolution of concerns about who should pay the costs of the audit. Those concerns were resolved by the passage of Chapter 144:125, Laws of 2013.

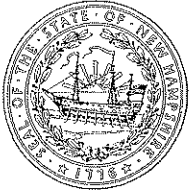
RSA 14:30-a provides in pertinent part that "[t]he fiscal committee shall consider recommendations proposed to it by the legislative performance audit and oversight committee established under RSA 17-N:1. The fiscal committee shall adopt all recommendations proposed to it as provided in RSA 17-N:1, III by the performance audit and oversight committee *unless the fiscal committee refuses by unanimous vote to adopt such recommendations.*" (Emphasis added.)

We would respectfully request that the proposed audit be removed from the table and voted on so that the issue can be finally resolved for all concerned.

With best regards,

A handwritten signature in cursive script that reads "Lucy Weber".

Lucy Weber, Chair
Joint Legislative Performance Audit and Oversight Committee



FIS 14 006

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF HUMAN SERVICES

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9404 1-800-852-3345 Ext. 9404

Fax: 603-271-4232 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

Nicholas A. Toumpas
Commissioner

Mary Ann Cooney
Associate
Commissioner

December 20, 2013

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

RE: Report to the Fiscal Committee of the Department's assessment as to the most appropriate, cost effective, long and short-term uses of the Sununu Youth Services Center

Information

Pursuant to Chapter Law 249, Laws of 2013 (HB260), the Department of Health and Human Services is providing the Fiscal Committee of the General Court with the attached report of its assessment of the most appropriate, cost effective, long and short-term uses of the Sununu Youth Services Center.

Explanation

Chapter Law 249, Laws of 2013 (HB260) states:

On or before January 1, 2014, the department of health and human services shall report its recommendations to the fiscal committee of the general court as to the most appropriate, cost effective, long and short-term uses of the Sununu Youth Services Center. The department's assessment shall include an analysis of: (a) The advantages and disadvantages of the current use of the facility;(b) Potential alternative uses for the facility;(c) The viability of using another facility to provide secure detention/committed services given the declining census at the center; and (d) Ways that the current costs to run the facility could be reduced.

The attached report contains the Department's assessment of the most appropriate, cost effective, long and short-term uses of the Sununu Youth Services Center as required by the statute. The Department would be happy to answer any questions that the committee may have regarding this report.

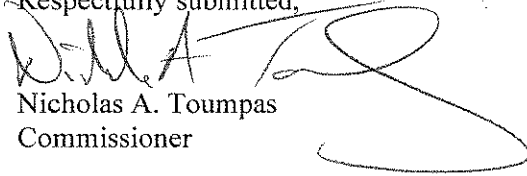
Respectfully submitted,

Mary Ann Cooney
Associate Commissioner

Maggie Bishop
Director Division for Children Youth and Families

Representative Mary Jane Wallner, Chairman
December 20, 2013
Page 2

Respectfully submitted,



Nicholas A. Toumpas
Commissioner

*The Department of Health and Human Services' Mission is to join communities and families in
providing opportunities for citizens to achieve health and independence.*

Report to Fiscal Committee of the General Court As To
Most Appropriate, Cost Effective, Long and Short-Term
Uses of the Sununu Youth Services Center

January 2014



Executive Summary

The New Hampshire Department of Health and Human Services was directed by 2013 Chapter Law 249 to conduct an assessment of the Sununu Youth Services Center (SYSC) to determine advantages and disadvantages of the current facility use, potential alternative uses, the viability of using another facility instead, and ways that current cost could be reduced.

The report that follows reflects the Agency's work over the past five months to engage with stakeholders, advocates and providers to determine the most cost-effective and appropriate programmatic approach to serving youth currently at SYSC.

In order to assess the most appropriate programming for this population, the Department sought technical assistance from the federal Office of Juvenile Justice and Delinquency Prevention (OJJDP) to conduct an evaluation of current services. Legal considerations regarding the current property were also explored. The Department further considered the fiscal implications of several scenarios, including the use of another facility to provide the current programming, and the possibility of contracting with a private provider to provide these services either at the current facility or elsewhere.

Analysis of these reviews indicates that the Department should continue to operate SYSC at the current Manchester site. However, these reviews and input from stakeholders also concluded that there may be fiscal value in exploring contracting with a private provider or decreasing costs for some specific targeted services currently provided by the state at SYSC.

Given the above conclusion, the Department further explored efforts to decrease overall operating costs, and modify or expand the current services at SYSC to better meet the needs of youth, their families and communities. Consistent with national trends, a majority of the youth currently served at SYSC struggle with mental and behavioral health issues and receive treatment for these concerns at SYSC. Additionally, a number of discussions with stakeholders identified secure treatment in these two areas as primary unmet needs for children and youth in New Hampshire. Therefore, the Department has identified both short and long-term options to explore in an effort to reduce costs at SYSC and expand the use of the facility to further meet these needs.

Short-Term Option

The Department will explore with New Hampshire Hospital the possibility of operating a separate unit at SYSC that could provide secure mental and behavioral health treatment to youth who need crisis stabilization or transitional care prior to returning safely to their community. This would potentially expand the service continuum available for these youth, more fully utilize the existing SYSC facility and infrastructure, and reduce SYSC operating costs by generating reimbursement for these services through youth's insurance coverage.

Long-Term Option

The Department will explore steps to become eligible for Medicaid reimbursement for treatment services provided to the current population served at SYSC. As a correctional facility, SYSC is not currently eligible to receive any Medicaid payments for those services. However, the potential exists to transition the facility into a secure psychiatric treatment facility, eligible for Medicaid payments. Many of the structures and practices of such a facility are already in place at SYSC in response to the needs of current population, and any additional necessary changes will be explored.

Introduction:

Over the last three years, SYSC has been engaged in a transformation aimed at enhancing capacity for mental health and substance abuse treatment. The primary role of the Sununu Center has shifted from secure “detention” to the secure “treatment” and detention of youth. In part because of these program improvements, the Department believes and this report identifies the value in continuing to serve this population at the existing SYSC facility in Manchester. However, also in part due to these changes to a more treatment oriented program, the facility is ripe with opportunities to obtain alternative funding to ultimately decrease the general fund costs associated with serving this population of youth.

The Agency’s evaluation and planning activities have identified a realistic direction that could align SYSC’s current treatment model with the federal definition of a “medical institution.” This report outlines short and long- term options for continuing to serve the treatment needs of these youth in a secure and locked setting while pursuing the Department’s ability to draw other funds on their behalf.

From the outside looking in there would not be noticeable changes to the facility, in that security procedures would remain the same. However, there could be a significant change in how services are funded at the facility. The Department could proceed in a specific direction that would allow for the enrollment of SYSC as a residential treatment facility, which would ultimately strengthen the ability to be an insurance and/or Medicaid billable program.

This clinical direction is consistent with the direction many juvenile justice programs around the country are taking, and necessary in light of the needs of the current population. It is therefore both programmatically appropriate and more cost effective to pursue other sources of revenue that support the treatment services already in place at the facility. If and when additional funding streams become available, the facility could also enhance the services available to transition youth safely back into the community. These options could also serve to meet some existing service gaps for youth without increasing costs.

It is also critical that the local community/neighborhood be engaged throughout this process so as to clarify or address any concerns that may arise. The SYSC grounds are embedded into a neighborhood, and it is imperative that open communication be maintained so the neighborhood is assured that any operational changes made at the facility will not impact their sense of safety. Should at any time in this process an additional program or program changes occur, the local community will be informed and made a part of that change.

Background:

The Department of Health and Human Services was directed in House Bill 260 (2013 Laws Chapter 249) to assess and report its recommendations to the fiscal committee of the general court as to the most appropriate, cost effective, long and short-term uses of the Sununu Youth Services Center (SYSC). The Department's assessment is required to include an analysis of:

- (1) The advantages and disadvantages of the current use of the facility;
- (2) Potential alternative uses for the facility;
- (3) The viability of using another facility to provide secure detention/committed services given the declining census at the center; and
- (4) Ways that the current costs to run the facility could be reduced.

In conducting its assessment, the Department is required to consult with the community, child welfare, court, and juvenile justice stakeholders to solicit their input as to the most appropriate and fiscally responsible options for addressing the needs of committed and detained youth.

In response to this requirement, the Department explored the advantages and disadvantages of this type of facility for this population, both at SYSC and in other states, legal and fiscal implications regarding use of the current facility or another facility, alternative or additional uses of the current facility, and possible opportunities to reduce operating costs. This process included the formation of an Executive Team comprised of a wide range of community partners, who participated in formulating possible options to meet the legislative objectives above. Input regarding the above questions and possible options was sought from members of the judiciary, law enforcement, community providers, advocates, legislators, juvenile parole board members, and local Manchester leadership. Overall there were more than 45 individuals involved through interviews, focus groups or team meetings, including the New Hampshire Juvenile Justice Advisory Group and the DCYF State Advisory Board. Others were invited but could not or chose not to participate.

The following is a summary of the findings of this process.

Current Program:

The Sununu Youth Services Center (SYSC) is a 144-bed facility located on River Road in Manchester New Hampshire. It provides an architecturally secure treatment program for committed juveniles and for New Hampshire youth involved in the court system prior to their adjudication.

SYSC is comprised of two major programs, as established in statute: the Youth Development Center (RSA 621) and the Youth Services Center (RSA 621-A).

The Youth Development Center

The Youth Development Center provides services to youth adjudicated in court as having committed delinquency offenses and who are in need of secure treatment. Juveniles placed in the Sununu Youth Services Center (SYSC) range in age from 11 to 17 years old. When a youth is committed to SYSC, a systematic process is used to classify and assign them to a secure residential unit where they participate in a prescribed behavioral program. These are adjudicated youth with severe substance abuse and/or severe behavioral challenges or co-occurring mental health conditions that require and would benefit from secure treatment or stabilization in preparation for returning to their community and reunification with family.

The Youth Development Center served a total unduplicated count of 122 committed youth in State Fiscal Year 2012.

The Youth Services Center

The Youth Services Center provides detention services in a unit within the Sununu Youth Services Center. A juvenile may be committed for placement at the Youth Services Center following an arrest for a delinquent offense and the issuance of a NH Circuit Court order.

The Detention Unit is a 24-bed co-educational secure detention center that houses youth who have allegedly committed delinquent offenses and are awaiting disposition of their cases by the courts. It also detains youth wanted in other states in accordance with the provisions of the Interstate Compact. Most youth are detained for less than 48 hours, but others may remain longer awaiting court dispositions, placements and release to their home state or adult certification. Residential staff provides for secure care and respond to youths' recreational needs. All detained youth are provided with close supervision for the duration of their stay. The Youth Services Center served a total unduplicated count of 197 detained youth during State Fiscal Year 2012.

Population

The daily census at SYSC over the past several years has ranged between 58-70 youth at any given time, with additional youth on administrative release or furlough. The youth have a wide range of mental health and behavior disorders and the clinical team is experienced in treating adolescents with challenges including but not limited to:

- Conduct Disorder
- Oppositional Defiant Disorder
- Attention-Deficit Disorder
- Impulse Control Disorder
- Disruptive Behavior Disorders
- Reactive Attachment Disorder
- Depressive Disorders
- Substance Abuse Disorders
- Bipolar or Mood Disorders
- Post Traumatic Stress Disorders
- Anxiety/Adjustment Disorders

SYSC offers an array of services that address the medical and mental health needs of youth for whom less intensive, community-based services have not produced the outcomes necessary to keep the youth or community safe. SYSC also serves as its own School Administrative Unit (SAU), and as such provides comprehensive and individualized education services to all youth residents. Additionally, as a result of its central location in the state, SYSC is able to serve all youth throughout New Hampshire who require secure treatment.

Assessment of Current Programming Appropriateness:

In order to assess the appropriateness of programming for these youth using the current facility, the Department requested technical assistance from the Office of Juvenile Justice and Delinquency Prevention (OJJDP) National Training and Technical Assistance Center to determine what practice approaches achieve positive outcomes with this population, and in what type of settings. They were asked to review the Sununu Youth Services Center's (SYSC)

use of Evidence-based Programs (EBP), what funding sources are available for programming and what other states provide for services/programming at their respective state centers.

On May 17, 2013, the National Training and Technical Assistance Center transferred the technical assistance project to the National Center for Youth in Custody (NC4YC). The Co-Director Ned Loughran then followed up with DCYF staff who further refined the scope of the technical assistance request and initiated their review.

Mr. Loughran and another NC4YC member, David Crowley, conducted a comprehensive site visit to the facility from June 24, 2013 - June 27, 2013. During the visit, Mr. Loughran and Mr. Crowley toured the facility, observed programming and operations, interviewed administrators, staff and youth residents, and reviewed documents and youth records.

The technical assistance identified the following in regard to the current programming at SYSC, in light of national best practices:

Changing Profile of the Population

- Like most youth corrections facilities throughout the country, SYSC has experienced an influx of youths with serious emotional and mental health problems
- Many of these youths also have a co-occurring disorder of substance and/or alcohol abuse. These high needs youth tend to do better in specialized units with adequately trained staff similar to the H 1 Crisis Management Unit at SYSC
- A large percentage of youth are diagnosed with trauma related issues (female residents with higher rates)
- SYSC offers a comprehensive and effective array of treatment programs (Honest Minds, Restorative Circles, Family Therapy, Emotional Empathy, Compassion, Pet Therapy, AA, NA, etc.)
- Programs are targeted toward this challenging, high needs, resident population

Family Engagement

- SYSC is beginning to explore ways to involve families in their children's treatment plans and reintegration planning
- Family engagement strategies could be increased

Education Program

- SYSC offers a comprehensive school program that includes guidance counseling, special education services, and apprenticeship/vocational opportunities (e.g., automotive, culinary arts, wood working and gardening)
- Teacher to youth ratio is 1:2 (30 certified teachers for 61 youths)
- Youths receive individual credit recovery assistance
- Some residents complete college level work

Residential Program

- Training curriculum for new staff includes topics required for work on a secure-care unit
- Facility is inadequately staffed at times
- Many staff and youth residents noted staff shortages
- Staff desire additional training

Overall, the evaluation identified that SYSC is in the process of movement away from a correctional model to a rehabilitative one, and that this shift is consistent with the direction many juvenile justice programs around the country are taking, and necessary in light of the needs of the

current population. The use of evidence-based treatment interventions such as Dialectical Behavior treatment, Trauma Informed Treatment, Aggression Replacement Training, along with family therapy and substance abuse treatment have enriched the treatment program for youths at SYSC. The evaluation confirmed that many of these programs have proven results in addressing the complex needs of adolescent offenders, such as the serious mental health issues that result from early exposure to trauma, substance abuse and family related problems.

According to the evaluator, SYSC's routine use of outcome data to identify issues, implement changes and monitor performance further contributes to the overall safety, health and quality of life for staff and youths in the program.

The evaluator also found that the facility itself creates an environment that is conducive to its primary purpose, the rehabilitation of adolescent offenders. The campus and building has the feel of a high school rather than a secure facility. The exterior design of the building provides a perimeter security, instead of fencing topped with barbed wire or razor ribbon, as is often the case in most secure facilities for young offenders throughout the country.

Among other recommendations related to specific programming, training or policies, key recommendations from this report include:

- Increase staffing levels and optimize staff allocation
- Continue to convert as many half time positions to full time for consistency in operational management
- Utilize supervisors and any available facility support staff for unit shortages to relieve staff when counseling youths in Crisis Services Unit, for outside coverage activities, and for additional security on trust level activities
- Continue quality assurance strategies
- Increase staff training (e.g., skill and team building)
- Recognize and reward staff accomplishments

Many of the recommendations were already in progress and/or have since been acted upon. Although there are always opportunities for improvement, as a whole, the technical assistance provider found that the current programming and facility at SYSC is aligned nationally with best practices and treatment of this population.

Assessment of Legal and Fiscal Implications:

Legal Considerations

As part of its assessment the Department also looked at whether there were any deed restrictions, easements or other federal requirements that could potentially limit alternative uses of the facility and found the following:

- A title search completed for the property prior to construction of the facility concluded that there are no encumbrances on the property that would restrict its use for other purposes.
- While certain "contributing buildings" on the SYSC campus may be subject to restrictions or to a preservation easement pursuant to a memorandum of understanding between the Department of Health and Human Services and the New Hampshire Division of Historical Resources, the new facility is not covered by this memorandum and accordingly the memorandum should have no effect on any proposed changes for the use of the facility.

- The facility was built in large part with the use of federal Violent Offender Incarceration and Truth in Sentencing (VOI/TIS) grant funds. As a condition of funding, the state is required to operate the facility as a correctional facility or jail. The duration of the state's obligation, however, is not specified and federal guidance on the issue provides that grantees are required to use the facility for the originally authorized purpose for as long as they are needed for that purpose. Thus the need for the facility dictates the length of the federal requirement for its continued use.
- As a further condition of funding, however, the state was required to provide assurances that it would not dispose of, modify the use of or change the terms of title to the property without the permission and instructions from the Office of Justice Programs, U.S. Department of Justice (DOJ). Accordingly, any proposed change in the use of the facility would require the approval of the DOJ. The DOJ's Bureau of Justice Assistance which now administers the VOI/TIS grants has stated that it has a general policy of granting all reasonable facility use requests provided that the alternative use of the facility serves a criminal justice purpose, as a general matter, and that the facility must be made available for the originally authorized purpose if the need should arise again.

Fiscal Considerations

Fiscal considerations regarding potential use of another facility to provide secure treatment for this population include the fact that the state owns the Manchester property and buildings, and would continue to incur a cost to at least minimally maintain those facilities should the SYSC program relocate elsewhere. There is the potential requirement as noted above that a portion of the VOI/TIS grant monies awarded to build the current facility would need to be paid back if the facility is no longer in use for that purpose. Additionally, the cost to rent or purchase and renovate a different facility to provide secure treatment would need to be considered. Given these factors, use of a different facility to provide these services, despite the lower census at the center, is not a cost effective option. Please see Appendix A for details on this option.

Private Contracting Considerations

Consideration was also given to the possibility of contracting existing services out to a private provider in the current or a different location, and the programming, legal and fiscal implications of that option. In regards to programming, given the evaluation results above, it is apparent that the current programming at the facility is ideally suited to this population and aligned with best practices nationally. Given this, there is no basis to consider privatization for programming reasons.

As the possibility of contracting services relates to legal and philosophical considerations, this question is closely linked to the issue of statutory authority. It is raised on the basis of the "propriety" of such action rather than with respect to "legality". It is an ideological question that many people feel strongly about. In fact, many staff and stakeholders interviewed believe that the responsibility for secure treatment is and should continue to be the role of the state. They argue that some functions are the "responsibility" of government and cannot or should not be delegated; among these functions are all legislative and judicial activities involved in all stages of the juvenile and criminal justice process. In the instance of privatization, the state would retain legal and ethical responsibility for this critical function, while surrendering direct control of these services to a private party. Others argue that there is a legitimate and necessary role for private enterprise in the management of juvenile corrections, which in no way constitutes an abrogation of the essential role of government in formulating policy.

The desire to decrease cost of a service that is currently publicly provided is often a significant reason for contracting that service to the private sector. At times, the private sector has a greater

potential for innovation and efficiency due to its ability to be more flexible than government regarding personnel and resources. It is critical to note that, while the state agency could relinquish responsibility for performing a service by contracting it out, it in no way relinquishes responsibility for monitoring the private providers. The state remains accountable, through detailed monitoring procedures, for all contracted services. The shift from operating public services to monitoring the provision of public services must include the state's ability to oversee and evaluate performance.

There is also a statutory challenge regarding the authority of private providers as compared to the public sector. Currently the employees of a private provider are not authorized by state law to take and hold juveniles in their care, as current state statutes did not envision private juvenile corrections providers.

In regards to the fiscal considerations of contracting these services to a private provider in a different location, given the costs that would be associated with maintaining the current land and buildings, payment to a provider for the services (which would require renovation of any existing facility in the state to provide adequate security), and costs of the necessary quality monitoring that would still be the responsibility of the state, contracting these services to a private provider would not be a cost effective option. Additionally, as noted above, there is the potential requirement that a portion of the grant monies awarded to build the current facility would need to be paid back if the facility is no longer in use for that purpose, further reducing the fiscal viability of this plan.

The viability of contracting these services to a private provider using the current facility is rife with programming, legal and philosophical concerns, and would still incur some of the same costs noted above. The Department began exploration of this possibility by issuing an RFI (Request for Information) in 2012. Only two responses were received, only one of which was from a provider with a demonstrated history of providing similar residential services, so options for appropriate private providers could be limited for this somewhat unique service. Additionally, the RFI did not require that proposals include budget information, so the responses did not confirm that costs would be reduced through a private contract.

However, there may be fiscal value in exploring contracting with a private provider for some specific targeted services currently provided by the state at SYSC. Education, maintenance or food services could be such examples. In addition, several focus group conversations and interviews clearly identified that there may be room to decrease staffing costs in educational services, given the teacher to student ratios noted earlier. This will continue to be an area for potential reduction of costs depending on the outcome of the short and long term options described below. Please see Appendix B for the current State Fiscal Year budget for Education, Maintenance and Food Services at SYSC.

Findings and Conclusions

Analysis of the information gathered above indicates that **the Department should continue to operate the Sununu Youth Services Center at the Manchester site**, and should turn its attention toward efforts to modify and expand its service continuum to better meet the needs of the youth, families and community, and toward decreasing overall operating costs. These two goals may in fact be closely connected to one another.

As noted earlier, a significant portion of the youth served at SYSC require and receive treatment for mental and behavioral health issues. Additionally, a number of discussions with stakeholders identified secure treatment in these two areas as primary unmet needs for children and youth in

New Hampshire. These discussions indicated that there is often a waiting list for children to receive acute psychiatric services at New Hampshire Hospital, and there are limited secure options for families when children are discharged from the hospital. These children may wait in local hospital emergency rooms for extended periods, where they cannot be provided with the crisis stabilization and treatment they need. Additionally, the hospital is meant to provide time-limited acute care, however in situations where longer secure services are needed, there are few transitional options that allow youth to fully solidify their treatment gains before returning to their community. Lastly, there are inadequate numbers of inpatient resources for youth struggling with substance addictions in our state. Some of the youth facing these challenges enter SYSC currently as a result of a delinquent act, some do not, however the treatment needs and safety concerns regarding youth in both circumstances are very similar.

As a result, the review has identified both short and long-term options for the Department to explore in an effort to reduce costs at SYSC and expand the uses of the facility to meet the needs of children and youth.

Short-term Options

New Hampshire Hospital (NHH) currently provides acute psychiatric treatment services for children, adolescents, adults and elders with severe mental illness. The Department should explore, in conjunction with NHH, the viability of dedicating a unit at SYSC to the hospital for the transition of children and adolescents who need crisis stabilization but not acute psychiatric services, or no longer require acute care but need secure transitional care in order to return safely and permanently to their home and community. New Hampshire Hospital is a certified secure medical treatment facility, and the feasibility of NHH opening a unit at SYSC for children and youth should be investigated.

In addition, a floor separate from other detained or adjudicated youth within SYSC could potentially be designated to provide secure inpatient services for adolescents with substances abuse needs. The program could provide:

- Acute, inpatient medical detoxification
- Safe medical withdrawal
- Inpatient Chemical Dependency Detoxification
- Group therapy, including coping skills, relapse prevention, and alcohol/drug education
- Educational groups
- Transitional Services

Expanded mental health and substance abuse treatment services for children and youth are both potential additional uses of the current facility that would enhance the existing service array available to meet these critical needs, and reduce overall costs as well. Costs could be reduced as a result of income generated through payment from insurance providers for these services. This income could be maximized through the use of existing infrastructure (building, food service, maintenance, recreational, medical facilities, etc.) resulting in decreased overhead costs to provide these services. Further exploration is needed to determine requirements for certification, staffing and billing procedures, among other areas, to confirm the feasibility of these options. However, as a currently under-utilized asset in the state for the secure treatment of youth who require this level of care, SYSC could offer a fiscally sound addition for these critical services.

Long-term Options

A more long-term solution for reducing costs and enhancing services at the Sununu Youth Services Center could involve the ability to draw federal Medicaid dollars for services provided at SYSC. Review and consultation with individuals from the State of Vermont regarding recent changes at their juvenile correction facility, Woodside, indicates that the services provided to the youth currently served at SYSC may be able to become eligible for Medicaid payments.

Like New Hampshire and most states, Vermont has experienced the same changes in the population at their youth correctional facility, in that most youth are presenting with greater mental health and substance abuse needs that require treatment. Vermont saw the role of Woodside shifting in response from a secure detention facility to a medical/psychiatric treatment facility, so they embarked upon a series of legal and practice changes to reflect that shift. The result of these changes has been to allow the Woodside Center to receive Medicaid payments for all services provided at the facility except education services for those youth insured by Medicaid.

Evaluation of Federal Medicaid Laws and Policies

The discussion below represents Vermont's findings and recommendations for accessing Medicaid funding for services, which would apply to SYSC as well.

Inmate of a Public Institution Exception

Federal Medicaid funds are not available for care or services provided to any individual who is an "inmate of a public institution (except as a patient in a medical institution)." A "public institution" is defined as an institution that is the responsibility of or is administratively controlled by a government unit. However, the term "public institution" excludes medical institutions, intermediate care facilities, publicly operated community residences that serve no more than 16 residents, and child-care institutions."

On the other hand, federal regulations define a "medical institution" as an institution that:

- (a) Is organized to provide medical care, including nursing and convalescent care;
- (b) Has the necessary professional personnel, equipment, and facilities to manage the medical, nursing, and other health needs of patients on a continuing basis in accordance with accepted standards;
- (c) Is authorized under State law to provide medical care; and
- (d) Is staffed by professional personnel who are responsible to the institution for professional medical and nursing services.

The services must include adequate and continual medical care and supervision by a physician; registered nurse or licensed practical nurse supervision and services and nurses' aid services, sufficient to meet nursing care needs; and a physician's guidance on the professional aspects of operating the institution.

Institutions for Mental Disease (IMD) Exclusion

Federal law defines an Institution for Mental Disease (IMD) as a hospital, nursing facility or other institution of more than 16 beds that is primarily engaged in providing diagnosis, treatment or

care to persons with mental diseases, including medical attention, nursing care, and related services.

Medicaid funding is not available for IMD services, except for inpatient psychiatric services provided to individuals under the age of 21. This exception for individuals under age 21 has been interpreted inconsistently. One interpretation is that inpatient psychiatric services must meet the narrow, institutional definition of inpatient psychiatric services (described in the next section). Another interpretation is that the IMD rules do not apply to individuals under age 21.

Medicaid Reimbursement for Psychiatric Residential Treatment Facilities (PRTF)

Federal Medicaid law recognizes a limited number of institutional settings for which room and board costs may be reimbursed. These settings include hospitals, nursing facilities, intermediate care facilities for the mentally retarded (ICF/MR), and inpatient psychiatric services for children under age 21. Psychiatric services for children may be provided by a psychiatric hospital, psychiatric unit of a general hospital or psychiatric residential treatment facility (PRTF).

Under Centers for Medicare and Medicaid Services (CMS) regulations, a PRTF is a non-hospital facility that delivers inpatient psychiatric services to Medicaid enrolled individuals under age 21. The facility is required to be accredited by the Joint Commission (known as JCAHO) or other accrediting entity, such as the Commission on Accreditation of Rehabilitation Facilities (CARF). The facility also must comply with federal regulations concerning the use of seclusion and restraints.

Findings and Recommendations Regarding Federal Medicaid Laws and Policies

The Department believes that the Sununu Youth Services Center could, as a long-range plan, potentially meet the federal definition of a “medical institution,” subject to modification of New Hampshire law to recognize SYSC as a medical provider. The agency also believes that enrollment of Sununu Youth Services Center as a psychiatric residential treatment facility would strengthen the Medicaid program’s authority to cover SYSC for three reasons:

1. Recognition of SYSC as a *Psychiatric Residential Treatment Facilities (PRTF)* could enable the New Hampshire Medicaid program to cover services offered by SYSC under traditional Medicaid laws.
2. The federal definition of a “medical institution” has not been consistently interpreted and applied, but enrollment of SYSC as a PRTF would meet the narrowly constructed definition of a medical institution.
3. Federal law exempts “inpatient psychiatric services for children under age 21” from the prohibition on Medicaid funding for services. The definition of “inpatient psychiatric services” could be narrowly interpreted to include only traditional Medicaid providers (e.g., hospitals and PRTFs). Enrollment of SYSC as a PRTF could meet the narrow definition of “inpatient psychiatric services for children under age 21.”

Both the designation as a “medical institution” and enrollment as a PRTF would require statutory and process changes, as well as accreditation by an accrediting entity. While it is believed that the facility, services, staffing and programming currently in place at SYSC would largely meet accreditation requirements, specific analysis will be necessary to determine if additional changes are needed. However, as was true in Vermont, it is anticipated that a large majority of youth presently served at SYSC have treatment needs that would clinically require secure treatment, thereby allowing all costs for their treatment at SYSC except education costs to be covered by

Medicaid payments to the state. It is important to note that the Woodside facility continues to provide services to a small number of youth (less than 5-10%) that do not have clinical needs that require secure treatment, but nonetheless require secure placement to ensure community safety. They continue to utilize state general funds to serve this population.

Programmatically, the Woodside Center made a number of changes aligned with the shift to a more treatment-focused approach to these services. New Hampshire is already in the process of making many of these changes as they are recognized as best practice for youth and their families, such as infusing Restorative Practices into the facility, expanding family engagement in treatment, and individualizing youth's programs based on treatment needs. Additional changes made in Vermont that warrant exploration include initial review of all admissions by a clinical team to determine need for secure care, with transition supports to a lower level of care if appropriate. It is also worth considering eliminating the separation of youth based on legal status (detained vs. committed), that would allow for unit assignment of all youth based on treatment need and services, and discharge planning that begins immediately upon admission for all youth.

Given the above information, the Department should explore the feasibility and appropriateness of the identification of the Sununu Youth Services Center as a psychiatric residential treatment facility. This should include, if appropriate, any statutory changes that would be necessary to meet this recommendation. This exploration should include an analysis of any outcome data available regarding the Woodside program or other similar models, and a plan for evaluation of any recommended changes at SYSC. Additionally, the success of a secure treatment model such as the one described here is intricately tied to the availability of adequate community treatment services to support successful discharge from secure treatment. As a result, the Department would propose that a portion of any savings realized through these modifications be allocated to support such community treatment programs.

It should be noted that neither the short nor long term possibilities described above are anticipated to result an increase in daily census at the facility beyond its capacity. The youth currently served at SYSC and New Hampshire Hospital typically struggle with very similar challenges and require similar services in terms of mental health and substance abuse treatment, with the primary differentiation being that youth currently at SYSC have been charged with committing a delinquent act. It is hoped that by making this level of treatment more available to youth who need it before a delinquent act occurs, the youth, their families, and the community will be better and more safely served.

Final Summary:

Short-Term Options

1. The Department will continue to operate the Sununu Youth Services Center at the current Manchester facility.
2. The Department will explore the possibility for SYSC to house an extension of New Hampshire Hospital services for psychiatric and substance abuse care.
3. The Department will explore the programmatic and fiscal impact of contracting specific targeted services provided at SYSC to a private provider.

Long-term Options

1. The Department will explore the feasibility and appropriateness of identifying the SYSC as a Psychiatric Residential Treatment Facility (PRTF) to secure Medicaid funding for services, including any necessary program or statutory changes, and fiscal impact.

General Recommendations

1. The Department will continue to invite stakeholders' participation in exploring the above options.
2. The Manchester neighborhood residents should specifically be involved in the exploration of these possibilities.

The Department worked with community stakeholders and providers to create this report and wants to recognize the time and effort of many in contributing to the creation of this document and the plan going forward. There were focus groups and interviews from which information was gathered and there was a standing executive group that listened to and considered the information in an effort to look at as many options as possible.

The following individuals were part of the Executive Team that met over the past five months.

Executive Team Members - Stakeholder Members

Amy Kennedy, Office of Governor Margaret Wood Hassan
Mayor Theodore Gatsas, Mayor, City of Manchester
Joyce Craig, Alderman, Ward I, City of Manchester
Maria Gagnon, CEO, Child & Family Services
Monica Zulauf, President/CEO of YWCA, NH
Patricia Dowling, Chair, Governor's State Advisory Group on Juvenile Justice
Ellen Feinberg, Executive Director of N.H. Kids Count
Ron Adams, Governor's State Advisory Group on Juvenile Justice
Michael Adamkowski, Chair, DCYF Advisory Board
Amy Pepin, Governor's State Advisory Group on Juvenile Justice
Marty Boldin, Director Office of Youth Services
Michael Sielicki, NH Chiefs of Police Association
Joseph Diament, Director Division of Community Corrections

Appendix A

	Budget Impact - General Funds		
	SFY14	SFY15	TOTAL
Total SYSC Budget	-	(15,182,997)	(15,182,997)
General Fund Portion of SYSC Budget		(14,255,656)	(14,255,656)
Est. cost to send residents to another program		11,315,000	11,315,000 *
Est. cost to administer placement contract	-	1,357,800	1,357,800 **
Est. cost to maintain buildings/campus after closure	-	900,355	900,355 ***
Potential General Funds Savings ¹			(682,501)

¹Note: There are two unknown costs:

- 1) Requirement to pay back VOI/TIS grant
- 2) Costs associated with renovating a non-secure facility into an architecturally secure facility

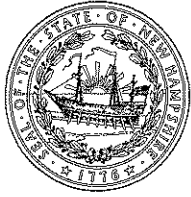
DETAIL

Estimated cost to send residents to another program:

Average Census # per Day	62
Assuming an average daily rate of:	\$500
x365 days year	365
	\$11,315,000 *
Estimated cost to administer Contract @ 12%	\$1,357,800 **
	\$12,672,800

	SFY 2014 Budget	Program Costs	Facility Costs After Closure
MAINTENANCE/SECURITY BUDGET			
PERSONAL SERVICES PERM CLASS	\$ 469,451	\$ 134,405	\$ 335,046
OVERTIME	\$ 16,314		\$ 16,314
HOLIDAY PAY	\$ 2,330		\$ 2,330
CURRENT EXPENSES	\$ 78,440	\$ 39,220	\$ 39,220
HEAT ELECTRICITY WATER	\$ 845,284	\$ 591,699	\$ 253,585
MAINT OTHER THAN BUILD-GRN	\$ 2,275		\$ 2,275
EQUIPMENT NEW REPLACEMENT	\$ 40,000	\$ 20,000	\$ 20,000
TELECOMMUNICATIONS	\$ 4,975		\$ 4,975
OWN FORCES MAINT BUILD-GRN	\$ 6,970		\$ 6,970
CONTRACTUAL MAINT BUILD-GRN	\$ 52,349		\$ 52,349
PERSONAL SERVICE TEMP APPOIN	\$ 21,195	\$ 21,195	
BENEFITS	\$ 265,711	\$ 98,920	\$ 166,791
EMPLOYEE TRAINING	\$ 1,260	\$ 1,260	
IN STATE TRAVEL REIMBURSEMEN	\$ 5,325	\$ 4,825	\$ 500
OUT OF STATE TRAVEL REIMB	\$ 1	\$ 1	
	\$ 1,811,880	\$ 911,525	\$ 900,355 ***

Appendix B			
Description	ORG	CLASS	SFY 2014 Budget
MATERIAL MGT & FOOD PREP			
PERSONAL SERVICES PERM CLASS	7913	10	242,008
OVERTIME	7913	18	16,984
HOLIDAY PAY	7913	19	8,010
CURRENT EXPENSES	7913	20	95,640
FOOD INSTITUTIONS	7913	21	289,051
RENTS-LEASES OTHER THAN STAT	7913	22	292
EQUIPMENT NEW REPLACEMENT	7913	30	1,358
TELECOMMUNICATIONS	7913	39	2,800
PERSONAL SERVICE TEMP APPOIN	7913	50	13,385
BENEFITS	7913	60	168,365
EMPLOYEE TRAINING	7913	66	629
IN STATE TRAVEL REIMBURSEMEN	7913	70	467
GENERAL FUNDS			838,989
MAINTENANCE/SECURITY			
PERSONAL SERVICES PERM CLASS	7914	10	469,451
OVERTIME	7914	18	16,314
HOLIDAY PAY	7914	19	2,330
CURRENT EXPENSES	7914	20	78,440
HEAT ELECTRICITY WATER	7914	23	845,284
MAINT OTHER THAN BUILD-GRN	7914	24	2,275
EQUIPMENT NEW REPLACEMENT	7914	30	40,000
TELECOMMUNICATIONS	7914	39	4,975
OWN FORCES MAINT BUILD-GRN	7914	47	6,970
CONTRACTUAL MAINT BUILD-GRN	7914	48	52,349
PERSONAL SERVICE TEMP APPOIN	7914	50	21,195
BENEFITS	7914	60	265,711
EMPLOYEE TRAINING	7914	66	1,260
IN STATE TRAVEL REIMBURSEMEN	7914	70	5,325
OUT OF STATE TRAVEL REIMB	7914	80	1
GENERAL FUNDS			1,811,880
EDUCATION			
PERSONAL SERVICES PERM CLASS	7917	10	2,272,512
OVERTIME	7917	18	4,663
CURRENT EXPENSES	7917	20	20,930
RENTS-LEASES OTHER THAN STAT	7917	22	3,887
ORGANIZATIONAL DUES	7917	26	247
TELECOMMUNICATIONS	7917	39	1,820
AUDIT FUND SET ASIDE	7917	41	0
PERSONAL SERVICE TEMP APPOIN	7917	50	15,685
BENEFITS	7917	60	1,113,920
WORKERS COMPENSATION	7917	62	0
EMPLOYEE TRAINING	7917	66	1,104
IN STATE TRAVEL REIMBURSEMEN	7917	70	284
GRANTS NON FEDERAL	7917	73	1
OUT OF STATE TRAVEL REIMB	7917	80	1
EDUCATIONAL SUPPLIES	7917	537	25,163
			3,460,217
OTHER FUNDS (Agency Income)			-710,205
GENERAL FUNDS			2,750,012



STATE OF NEW HAMPSHIRE
 DEPARTMENT OF HEALTH AND HUMAN SERVICES
 OFFICE OF HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

FIS 14 022

Nicholas A. Toumpas
 Commissioner

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February 6, 2014

The Honorable Mary Jane Wallner, Chairman
 Fiscal Committee of the General Court, and

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of RSA 14:30-a, VI, Acceptance of Non-General Funds, authorize the Department of Health and Human Services, Division of Children, Youth, and Families, to accept federal adoption-related grant funds in the amount of \$422,249 effective retroactive from September 30, 2013 through September 29, 2014 . Funding source: 100% Federal Funds. Funds are to be budgeted as follows:

05-95-42-421010-89030000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: CHILDREN AND YOUTH, CHILD PROTECTION, ADOPTION TRAUMA GRANT

Class/Object SFY 2014	Class Title	Current Authorized	Increase/(Decrease) Amount	Revised Authorized
000-403506	Federal Funds	\$ 0	\$293,629	\$293,629
	General Funds	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Total Revenue		<u>\$ 0</u>	<u>\$293,629</u>	<u>\$293,629</u>

Class/Object	Class Title	Current Authorized	Increase/(Decrease) Amount	Revised Authorized
041-500801	Audit Set Aside	\$ 0	\$ 294	\$ 294
102-500731	Contracts for Program Serv	<u>\$ 0</u>	<u>\$293,335</u>	<u>\$293,335</u>
Total Expense		<u>\$ 0</u>	<u>\$293,629</u>	<u>\$293,629</u>

Class/Object SFY 2015	Class Title	Current Authorized	Increase/(Decrease) Amount	Revised Authorized
000-403506	Federal Funds	\$ 0	\$128,620	\$128,620
	General Funds	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Total Revenue		<u>\$ 0</u>	<u>\$128,620</u>	<u>\$128,620</u>

Class/Object	Class Title			
041-500801	Audit Set Aside	\$ 0	\$ 129	\$ 129
102-500731	Contracts for Program Serv	\$ 0	\$128,491	\$128,491
Total Expense		\$ 0	\$128,620	\$128,620

EXPLANATION

This request is being submitted retroactively because the Division's grant partner immediately began work on this project upon being notified that the grant was approved by the US Department of Health and Human Services. Upon notification of grant approval on October 1, 2013 the Division began work immediately to put the necessary documentation together to begin the contracting process. The Notice of Award was signed on November 6, 2013 with a grant budget period beginning September 30, 2013 through September 29, 2014.

The Department of Health and Human Services, Division for Children, Youth and Families seeks approval to accept and expend in SFY 2014 and 2015 Adoption Opportunities grant funds in the amount of \$422,249.00 from the federal Administration for Children and Families. This request represents the first year of a multi-year grant award (September 30, 2013 – September 29, 2018). A copy of the grant award is attached.

The federal Administration for Children and Families requires that these funds must be used to improve the social and emotional well-being and restore the developmentally appropriate functioning of targeted children and youth in child welfare systems that have mental and behavioral health needs. In particular, these grants, in the form of cooperative agreements, are designed to:

- Assist public welfare agencies, through interagency collaboration, in improving child well-being, adoption and post-adoption outcomes by creating a flexible service array that provides early access to effective mental and behavioral health services that match the needs of the children, youth and families in the service population;
- Support the implementation of a comprehensive and integrated approach to evidence-based or evidence-informed screening and assessment of mental health and behavioral health needs and the use of functional outcome orientation case planning to ensure those needs are met;
- Support service array reconfiguration approaches at the child and system level that are aligned and responsive to the screening and functional assessment data while simultaneously targeting and de-scaling practices and services that are not effective; and/or do not meet the assessed needs of the target population;
- Identify factors and strategies associated with successful installation, implementation, and sustainability of service system changes; and
- Evaluate the effect of implemented system changes on safety, permanency, well-being, adoption, and cost outcomes for children overall and for particular subgroups.

Through a cooperative agreement New Hampshire will improve the mental and behavioral health needs of children and youth in the child welfare system. This in turn should decrease the amount of time that children and youth spend in the child welfare system, and it should help stabilize adoptions.

Class 041 The funds will be used to pay audit set aside expenses.
 Class 102 The funds will be used to contract with an agency to supply the services listed above.

Should the Fiscal Committee and Governor and Executive Council determine not to approve this request, it will result in the loss of much needed resources to meet the needs of our pre and post adoptive population. Children who are in need of adoptive placements from our child welfare system have experienced significant trauma, typically complex trauma, prior to entering state care. The uncertainties of foster care can exacerbate the trauma children have experienced through abuse and neglect and create poor wellbeing outcomes. Children with abuse and neglect histories need specific evidenced based treatment to overcome their past experiences and adoptive parents need special interventions to address the family systems changes which must be in place in order to successfully parent children with trauma histories. NH currently has more children who are waiting for adoptive placements than we have families who can accommodate these children. With out this contract NH will continue to have a lack of pre adoptive families that can meet the needs of the waiting children. NH will continue to have placement disruptions in foster homes and a decline in the well being out comes of adopted children. If this request is not approved NH will miss the opportunity to improve the well being out comes of children adopted from the child welfare system, increase the number of adoptive homes in our state, increase the numbers of children adopted from foster care and will loss out on the opportunity to impact the lives of some of the most vulnerable children in our system.

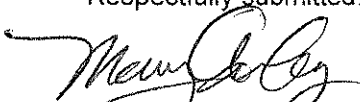
In response to the anticipated two-part question, "Can these funds be used to offset general funds?" and "What is the compelling reason for not offsetting general funds?" DCYF offers the following information: these federal funds cannot be used to offset general funds, as they are restricted to the activities referenced herein. Should this request be, denied, the funds in question must be returned to the federal government.

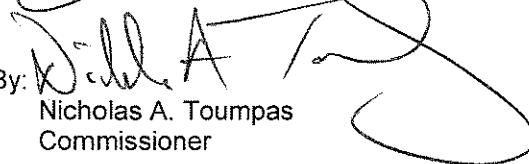
Geographic are served: Statewide.

Source of Funds: 100% Federal.

If the federal funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully submitted:


Mary Ann Cooney
Associate Commissioner

Approved By: 
Nicholas A. Toumpas
Commissioner

Enclosures

DEPARTMENT OF HEALTH AND HUMAN SERVICES
 ADMINISTRATION FOR CHILDREN AND FAMILIES
 NOTICE OF AWARD

SAI NUMBER:
 PMS DOCUMENT NUMBER:

1. AWARDING OFFICE: ACYF - Children's Bureau		2. ASSISTANCE TYPE: Coop Agreement		3. AWARD NO.: 90CO1115-01-01		4. AMEND. NO. 1		
5. TYPE OF AWARD: Other			6. TYPE OF ACTION: NGA Revision			7. AWARD AUTHORITY: 42 USC 5101 ET SEQ		
8. BUDGET PERIOD: 09/30/2013 THRU 09/29/2014			9. PROJECT PERIOD: 09/30/2013 THRU 09/29/2018			10. CAT NO.: 93.652		
11. RECIPIENT ORGANIZATION: New Hampshire Dept of Health & Human Services 129 Pleasant St Concord, NH 03301-3852 Grantee Authorizing Official: John Harrington						12. PROJECT / PROGRAM TITLE: New Hampshire Adoption, Preparation and Preservation Project		

13. COUNTY: Merrimack		14. CONGR. DIST: 02		15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR: Eileen Mullen			
--------------------------	--	------------------------	--	--	--	--	--

16. APPROVED BUDGET:			17. AWARD COMPUTATION:		
Personnel.....	\$	218,063.00	A. NON-FEDERAL SHARE.....	\$	0.00 0%
Fringe Benefits.....	\$	0.00	B. FEDERAL SHARE.....	\$	422,249.00 100%
Travel.....	\$	30,000.00	18. FEDERAL SHARE COMPUTATION:		
Equipment.....	\$	0.00	A. TOTAL FEDERAL SHARE.....	\$	422,249.00
Supplies.....	\$	3,300.00	B. UNOBLIGATED BALANCE FEDERAL SHARE.....	\$	0.00
Contractual.....	\$	0.00	C. FED. SHARE AWARDED THIS BUDGET PERIOD...	\$	422,249.00
Facilities/Construction.....	\$	0.00	19. AMOUNT AWARDED THIS ACTION:		
Other.....	\$	170,886.00	20. FEDERAL \$ AWARDED THIS PROJECT PERIOD:		
Direct Costs.....	\$	422,249.00	\$ 422,249.00		
Indirect Costs.....	\$	0.00	21. AUTHORIZED TREATMENT OF PROGRAM INCOME:		
At % of \$			Additional Costs		
In Kind Contributions.....	\$	0.00	22. APPLICANT EIN:		23. PAYEE EIN:
Total Approved Budget.....	\$	422,249.00	026000618		1026000618B3
					24. OBJECT CLASS: 41.45

25. FINANCIAL INFORMATION:							DUNS 011040545	
ORGN	DOCUMENT NO.	APPROPRIATION	CAN NO.	NEW AMT.	UNOBLIG.	NONFED %		
	90CO111501	75131536	3-G998016	\$0.00				

26. REMARKS: (Continued on separate sheets)

See next page

27. SIGNATURE - ACF GRANTS OFFICER Robin Bunch		DATE: 11/06/2013	28. SIGNATURE(S) CERTIFYING FUND AVAILABILITY	
---	--	---------------------	---	--

29. SIGNATURE AND TITLE - PROGRAM OFFICIAL(S)		DATE:
---	--	-------

DEPARTMENT OF HEALTH AND HUMAN SERVICES
 ADMINISTRATION FOR CHILDREN AND FAMILIES
 NOTICE OF AWARD

SAI NUMBER:

PMS DOCUMENT NUMBER:

1. AWARDDING OFFICE: ACYF - Children's Bureau		2. ASSISTANCE TYPE: Coop Agreement		3. AWARD NO.: 90CO1115-01-01		4. AMEND. NO. 1		
5. TYPE OF AWARD: Other			6. TYPE OF ACTION: NGA Revision			7. AWARD AUTHORITY: 42 USC 5101 ET SEQ		
8. BUDGET PERIOD: 09/30/2013 THRU 09/29/2014			9. PROJECT PERIOD: 09/30/2013 THRU 09/29/2018			10. CAT NO.: 93.652		
11. RECIPIENT ORGANIZATION: New Hampshire Dept of Health & Human Services								

26. REMARKS (Continued from previous page)

Local Travel (\$29,130) and Contractual (\$2,650) moved to the Other budget category.

Equipment (\$2,400) moved to the Supplies budget category.

Indirect costs in the amount of \$95,638 have been moved to the Other category pending receipt of an approved Indirect Cost Rate Agreement.

This amendment is issued to remove restriction on draw down of Federal funds. Grantee may draw down funds in accordance with the policy of the Division of Payment Management.

DEPARTMENT OF HEALTH AND HUMAN SERVICES
 ADMINISTRATION FOR CHILDREN AND FAMILIES
 NOTICE OF AWARD

SAI NUMBER:

PMS DOCUMENT NUMBER:

1. AWARDING OFFICE: ACYF - Children's Bureau		2. ASSISTANCE TYPE: Coop Agreement		3. AWARD NO.: 90CO1115-01-01		4. AMEND. NO. 1	
5. TYPE OF AWARD: Other			6. TYPE OF ACTION: NGA Revision			7. AWARD AUTHORITY: 42 USC 5101 ET SEQ	
8. BUDGET PERIOD: 09/30/2013 THRU 09/29/2014			9. PROJECT PERIOD: 09/30/2013 THRU 09/29/2018			10. CAT NO.: 93.652	
11. RECIPIENT ORGANIZATION: New Hampshire Dept of Health & Human Services							

STANDARD TERMS

1. Paid by DHHS Payment Management System (PMS). This award is subject to the requirements of the HHS Grants Policy Statement (HHS GPS) that are applicable to you based on your recipient type and the purpose of this award. This includes requirement in Parts I and II of the HHS GPS. Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 74 or 92, directly apply to this award apart from any coverage in the HHS GPS. This award is subject to requirements or limitations in any applicable Appropriations Act. This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term, go to the <http://www.acf.hhs.gov/grants/discretionary-competitive-grants>. This grant is subject to the requirements set forth in 45 CFR Part 87. This award is subject to the Federal Financial Accountability and Transparency Act (FFATA or Transparency) of 2006 subaward and executive compensation reporting requirements. Initial expenditure of funds by the grantee constitutes acceptance of this award.

Award Specifics

1. Important Note: GrantSolutions is an online grants management system that you will be using for all of your grant activities associated with this award. It also provides a venue for Office of Grants Management (OGM) to work with you to manage your award. It is a web-based system, therefore you can access information about your grant anywhere you have internet access. GrantSolutions allows you to access information pertinent to your grant award, as well as submit reports and request all amendments electronically.

User accounts for the Authorizing Official and Principle Investigator/Program Director designated on the original grant application have been activated in GrantSolutions. Each user will receive two auto-generated emails from GrantSolutions; the first email will contain your Username, while the second email will contain your Password. The following is a direct link to the GrantSolutions system: www.grantsolutions.gov.

Federal Contacts – Communications and Reports

You will receive notification of your new Program Specialist in your "Welcome Letter" from your program specialist; questions and concerns regarding all programmatic issues and activities related to your grant should be directed to your designated Program Specialist. For questions and concerns regarding all fiscal and non-programmatic issues and activities (such as requests for drawdown of Federal grant funds; issues with financial matters; and guidance on financial reports), please see the following table to contact the OGM Specialist for your state:

Grants Management Specialist	E-mail Address	State Coverage
Roni Brooks	Roni.brooks@acf.hhs.gov	AZ, CO, DE, IA, LA, NJ, OH,

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
ADMINISTRATION FOR CHILDREN AND FAMILIES
NOTICE OF AWARD**

SAI NUMBER:

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1. AWARING OFFICE: ACYF - Children's Bureau	2. ASSISTANCE TYPE: Coop Agreement	3. AWARD NO.: 90CO1115-01-01	4. AMEND. NO. 1
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8. BUDGET PERIOD: 09/30/2013 THRU 09/29/2014	9. PROJECT PERIOD: 09/30/2013 THRU 09/29/2018	10. CAT NO.: 93.652	

11. RECIPIENT ORGANIZATION:

New Hampshire Dept of Health & Human Services

		OK, SC, SD, UT
Theresa Hall	Theresa.hall@acf.hhs.gov	AL, AR, IL, IN, MA, MI, MO, NE, PA, VA, VT, WV, WY
Marc Hill	Marc.hill@acf.hhs.gov	CT, GA, HI, KY, NH, NM, NV, NY, PR, RI, VI
David Lee	David.lee@acf.hhs.gov	FL, MN, WA
Bernard Morgan	Bernard.morgan@acf.hhs.gov	AK, DC, KS, MD, MS, MT, NC, OR, TX, WI
Patryce Peden	Patryce.peden@acf.hhs.gov	ID, ME, ND
Anita White	Anita.white@acf.hhs.gov	CA, TN

All correspondence and reports related to your grant should be transmitted to your Grants Management Specialist via GrantSolutions, but may be e-mailed or sent (hardcopy) by mail in cases where internet access is limited.



STATE OF NEW HAMPSHIRE
**American Recovery
 and Reinvestment Act**



Virginia M. Barry, Ph.D.
 Commissioner of Education
 Tel. 603-271-3144

STATE OF NEW HAMPSHIRE
 DEPARTMENT OF EDUCATION
 101 Pleasant Street
 Concord, N.H. 03301
 FAX 603-271-1953
 Citizens Services Line 1-800-339-9900

Paul Leather
 Deputy Commissioner of Education
 Tel: 603-271-3801

February 26, 2014

The Honorable Mary Jane Wallner, Chairman
 Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
 And the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the New Hampshire Department of Education (NHDOE) to **Retroactively** amend a Grant by extending the end date, with no increase in funding, from the current end date of January 31, 2014, to a new end date of September 30, 2014; effective upon Fiscal and Governor and Council approval. The original item was approved by the Fiscal Committee on July 20, 2010 (item #FIS 10-237), and amended on September 14, 2012 (item #FIS 12-283), and on June 7, 2013 (item #FIS 13-129), and by Governor and Council on July 28, 2010 (item #50), and amended on October 3, 2012 (Item #55), and on June 19, 2013 (item #184). Source of funds is 100% Federal American Recovery and Reinvestment Act (ARRA) School Improvement Grants.

EXPLANATION

This item is retroactive because of the extension of the funding by the Federal government, the NHDOE needed to review all school district projects that were not fully reimbursed to determine if they were still on going. The NHDOE received an American Recovery and Reinvestment Act (ARRA) Title I, Part A, Section 1003 (g) School Improvement Grant (SIG) from the US Department of Education to substantially raise the achievement of students attending Title I schools in improvement, corrective action, and restructuring, as well as some secondary schools that are eligible for, but do not participate, in the Title I grant. This grant requires that funds be awarded to the State's five percent persistently lowest-achieving schools and be used to support the implementation of a comprehensive school reform model.

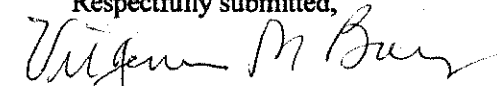
The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council
Page Two

The NHDOE requested an extension of this grant as it would enable the qualified Local Education Agencies (LEAs) to ensure that their eligible districts were able to use the remaining grant award to support continued full and effective implementation of eligible SIG intervention models for an additional year. The extension was granted and ends September 30, 2014.

In the event that the Federal funds become no longer available, General funds will not be requested to support this program. Your approval of the action requested is appreciated.

Respectfully submitted,



Virginia M. Barry, Ph.D.
Commissioner of Education



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF ELEMENTARY AND SECONDARY EDUCATION

AUG - 1 2013

THE ASSISTANT SECRETARY

ARRA 0810
CAN R100

RECEIVED

AUG 06 2013

NH Dept Educ-OBM

The Honorable Virginia M. Barry
Commissioner of Education
New Hampshire Department of Education
101 Pleasant Street
Concord, NH 03301-3494

Dear Commissioner Barry:

I am writing in response to the New Hampshire Department of Education's extension request proposal for the use of fiscal year (FY) 2009 and FY 2009 American Recovery and Reinvestment Act (ARRA) School Improvement Grants (SIG) program funds authorized under section 1003(g) of the Elementary and Secondary Education Act of 1965 (ESEA) and made available under Public Law 111-161, the Department of Education Appropriations Act, 2010. The New Hampshire Department of Education is requesting to use the FY 2009 ARRA and SIG funds from October 1, 2013 through September 30, 2014 to continue full and effective implementation of selected SIG intervention models for one additional year.

After reviewing the information provided by the New Hampshire Department of Education in support of its waiver request, I am granting a waiver of section 421(b) of GEPA to extend the period of availability of New Hampshire's FY 2009 and ARRA SIG allocation until September 30, 2014. I am approving this waiver because it will allow New Hampshire to utilize those funds in its Tier I or Tier II Cohort I schools to continue SIG interventions.

The waiver is granted on the condition that the State educational agency (SEA) will:

- approve local educational agencies' (LEA's) requests to implement the extended waiver only if the LEA has effectively used FY 2009 funds to carry out the SIG final requirements and improve student achievement, in accordance with section 9401(d)(2)(A) of the ESEA.
- develop criteria that will enable it to determine whether an LEA can continue to fully and effectively implement one of the models in its Tier I or Tier II Cohort I schools for an additional year.
- prior to approving an LEA's request to implement the extended waiver, apply the criteria it develops to ensure that the LEA will use the funds to fully and effectively implement a SIG intervention model in one or more Tier I or Tier II Cohort I SIG schools for one additional school year, including by reviewing and approving revised LEA budgets and plans for continuing full and effective implementation of the model during the 2013-2014 school year.

www.ed.gov

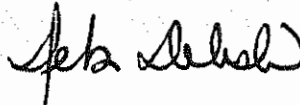
400 MARYLAND AVE., SW, WASHINGTON, DC 20202

The Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.

- develop a technical assistance and support plan that outlines how it will continue to support LEAs' implementation of the intervention models for the selected Tier I and Tier II Cohort 1 schools that are approved to implement the extended waiver.
- develop a monitoring plan for the 2013–2014 school year, specifically for the LEAs that are approved to implement the extended waiver.
- within 30 days of the SEA's approving LEA requests to implement the extended waiver, the SEA will post on its public Web site and submit to the Department (via e-mail to oes.ost@ed.gov) the names of the LEAs (including their NCES District Identification Number) it has approved to implement the extended waiver, the schools (including their NCES School Identification Number) within those LEAs that will benefit from the extension of the period of availability of the funds, and, for each LEA and school, the amount of funds that will be extended.

We appreciate the continued work you are doing to improve New Hampshire's lowest-performing schools and provide a high-quality education for all of its students. If you have any questions, please contact Carlos McCauley of my staff at carlas.mccauley@ed.gov, or by telephone on (202) 260-0824.

Sincerely,



Deborah S. Delisle

cc: Deborah Connell, Administrator, Bureau of Integrated Programs



RECEIVED

AUG 05 2010

GRANT AWARD NOTIFICATION

STATE DEPARTMENT OF EDUCATION

<p>1 RECIPIENT NAME:</p> <p>NH State Department of Education 101 Pleasant Street Concord, NH 03301</p>	<p>5 AWARD INFORMATION</p> <p>PR/AWARD NUMBER: S388A090030A ACTION NUMBER: 02 ACTION TYPE: Revision AWARD TYPE: Formula</p>																				
<p>2 PROJECT DESCRIPTION:</p> <p>84.388A SCHOOL IMPROVEMENT GRANTS, RECOVERY ACT</p>	<p>6 AWARD PERIODS</p> <p>FEDERAL FUNDING PERIOD: 02/17/2009 - 09/30/2010</p>																				
<p>3 EDUCATION STAFF</p> <p>RECIPIENT STATE DIRECTOR: Stephanie R. Lefreniere (603) 271 - 3301</p> <p>EDUCATION PROGRAM CONTACT: Gary Rutkin (202) 260 - 4412</p> <p>EDUCATION PAYMENT CONTACT: GAPSPAYEE HOTLINE (888) 336 - 8930</p>	<p>7 AUTHORIZED FUNDING</p> <table> <tr> <td>CURRENT AWARD AMOUNT</td> <td>\$8,158,803.00</td> </tr> <tr> <td>PREVIOUS CUMULATIVE AMOUNT</td> <td>\$429,411.00</td> </tr> <tr> <td>CUMULATIVE AMOUNT</td> <td>\$8,588,214.00</td> </tr> </table>	CURRENT AWARD AMOUNT	\$8,158,803.00	PREVIOUS CUMULATIVE AMOUNT	\$429,411.00	CUMULATIVE AMOUNT	\$8,588,214.00														
CURRENT AWARD AMOUNT	\$8,158,803.00																				
PREVIOUS CUMULATIVE AMOUNT	\$429,411.00																				
CUMULATIVE AMOUNT	\$8,588,214.00																				
<p>4 KEY PERSONNEL</p> <p>N/A</p>	<p>8 ADMINISTRATIVE INFORMATION:</p> <p>DUNS/SSN: 808590277 REGULATIONS: CFR PART EDGAR AS APPLICABLE ATTACHMENTS: N/A</p>																				
<p>9 LEGISLATIVE AND FISCAL DATA</p> <p>AUTHORITY: PL 107-110 ELEMENTARY AND SECONDARY EDUCATION ACT, AS AMENDED AND THE AMERICAN RECO PROGRAM TITLE: SCHOOL IMPROVEMENT GRANTS, RECOVERY ACT</p> <p>CFDA/SUBPROGRAM NO: 84.388A</p> <table border="1"> <thead> <tr> <th>FUND CODE</th> <th>FUNDING YEAR</th> <th>AWARD YEAR</th> <th>ORG. CODE</th> <th>CATEGORY</th> <th>LIMITATION</th> <th>ACTIVITY</th> <th>CFDA</th> <th>OBJECT CLASS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>0901M</td> <td>2009</td> <td>2009</td> <td>ES000000</td> <td>B</td> <td>PPI</td> <td>000</td> <td>388</td> <td>4101A</td> <td>\$8,158,803.00</td> </tr> </tbody> </table>		FUND CODE	FUNDING YEAR	AWARD YEAR	ORG. CODE	CATEGORY	LIMITATION	ACTIVITY	CFDA	OBJECT CLASS	AMOUNT	0901M	2009	2009	ES000000	B	PPI	000	388	4101A	\$8,158,803.00
FUND CODE	FUNDING YEAR	AWARD YEAR	ORG. CODE	CATEGORY	LIMITATION	ACTIVITY	CFDA	OBJECT CLASS	AMOUNT												
0901M	2009	2009	ES000000	B	PPI	000	388	4101A	\$8,158,803.00												



GRANT AWARD NOTIFICATION

10

PR/AWARD NUMBER: S388A090030-09A

RECIPIENT NAME: NH STATE DEPARTMENT OF EDUCATION

TERMS AND CONDITIONS:

- (1) THIS ACTION IS TO INCREASE THE GRANT AWARD IN THE AMOUNT SHOWN IN BLOCK 7.
- (2) This grant award is subject to the provisions of all applicable statutes, regulations, and other legal requirements.

Pursuant to a waiver of the "Tydings Amendment," section 421(b) of the General Education Provisions Act (20 U.S.C. 1225(b)), as approved in the application to the U.S. Department of Education for this grant, any funds, including those awarded on December 3, 2009, that are not obligated at the end of the Federal funding period specified in Block 6 shall remain available for obligation until September 30, 2013.

This grant award is subject to the terms and conditions identified in Attachment T.

This award is subject to the terms and conditions identified in Attachment U and Attachment V.

AUTHORIZING OFFICIAL

AUG 02 2010

DATE



STATE OF NEW HAMPSHIRE
**American Recovery
 and Reinvestment Act**

NH RECOVERY
 Department of Education

FIS 13 129

184
 300

Virginia M. Barry, Ph.D.
 Commissioner of Education
 Tel: 603-271-3144

STATE OF NEW HAMPSHIRE
 DEPARTMENT OF EDUCATION
 101 Pleasant Street
 Concord, N.H. 03301
 FAX 603-271-1953
 Citizens Services Line 1-800-339-9900

Paul Leather
 Deputy Commissioner of Education
 Tel: 603-271-3801

April 9, 2013

The Honorable Mary Jane Wallner, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, NH 03301

Dutton 4/9/13
 Approved by Fiscal Committee Date

Her Excellency, Governor Margaret Wood Hassan
 And the Honorable Council
 State House
 Concord, New Hampshire 03301

100% Federal Funds
ARRA

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorized the Department of Education to amend a Grant, approved by the Fiscal Committee on July 20, 2010 (Item #FIS 10-237), and amended on September 14, 2012 (Item #FIS 12-283), and by Governor and Council on July 28, 2010 (Item #50), and amended on October 3, 2012 (Item #55), to transfer funding between classes in the amount of \$79,977 to maximize the use of federal grant funds and to extend grant period from June 30, 2013 to January 31, 2014. This action is to be effective upon Fiscal Committee and Governor and Council approval through January 31, 2014, with the budget as follows according to the State Fiscal Year with authority to adjust allotments through the Budget Office, if needed and justified, between the State Fiscal Year and the Federal Fiscal Year. Source of funds is 100% Federal American Recovery and Reinvestment Act (ARRA), State Improvement Grant.

06-56-569910-08100000 School Improvement

Class	Description	FY13 Current Appropriation with FY12 Bal. Fwd	Requested Change	Revised Appropriation
020	Current Expenses	9,003.14	(9,003.00)	0.14
040	Indirect Cost	3,762.67	4,811.00	8,573.67
041	Audit Fund Set Aside	4,763.35	0.00	4,763.35
042	Fringe Benefits	1,425.58	2,816.00	4,241.58
046	Consultants	47,314.00	(47,314.00)	0.00
059	Personal Service - Full Time Temp	31,440.94	42,350.00	73,790.94

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council

April 9, 2013

Page Two

060 Benefits	23,257.90	30,000.00	53,257.90
070 In-State Travel	7,979.65	(7,979.00)	0.65
072 Grants - Federal	4,610,885.18	0.00	4,610,885.18
080 Out-State Travel	15,681.00	(15,681.00)	0.00
Grand Total	4,755,513.41	0.00	4,755,513.41

Source of Funds

000	4,755,513.41	0.00	4,755,513.41
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EXPLANATION

This requested action is being submitted due to the fact that this grant ends in fiscal year 2014. The NH Department of Education received an American Recovery and Reinvestment Act (ARRA) Title I, Part A, Section 1003 (g) School Improvement Grant from the US Department of Education to substantially raise the achievement of students attending Title I schools in improvement, corrective action, and restructuring, as well as some secondary schools that are eligible for, but do not participate, in the Title I grant. This grant requires that funds be awarded to the State's five percent persistently lowest-achieving schools and be used to support the implementation of a comprehensive school reform model.

The following represents appropriation balances after the approval of the requested changes:

1. Class 020 - Current Expense - \$0.14. Balance of appropriation is in excess of anticipated expenditures for this fiscal year.
2. Class 040 - Indirect Cost - \$8,573.67. Additional funds are needed due to anticipated increase in expenditures for this fiscal year.
3. Class 042 - Additional Fringe Benefits - \$4,241.58. Additional funds are needed due to anticipated increase in expenditures for this fiscal year.
4. Class 046 - Consultants - \$0.00. Balance of appropriation is in excess of anticipated expenditures for this fiscal year.
5. Class 059 - Personal Service - Full Time Temp - \$73,790.94. Additional funds are needed due to anticipated increase in expenditures for this fiscal year.
6. Class 060 - Benefits - \$53,257.90. Additional funds are needed due to anticipated increase in expenditures for this fiscal year.
7. Class 070 - In-State Travel - \$0.65. Balance of appropriation is in excess of anticipated expenditures for this fiscal year.
8. Class 080 - Consultants - \$0.00. Balance of appropriation is in excess of anticipated expenditures for this fiscal year.



STATE OF NEW HAMPSHIRE
**American Recovery
 and Reinvestment Act**



Virginia M. Barry, Ph.D.
 Commissioner of Education
 Tel: 603-271-3144

STATE OF NEW HAMPSHIRE
 DEPARTMENT OF EDUCATION
 101 Pleasant Street
 Concord, N.H. 03301
 FAX 603-271-1983
 Citizens Services Line 1-800-338-9900

Paul Leather
 Deputy Commissioner of Education
 Tel: 603-271-3801

July 25, 2012

FISCAL 9-14-12
 FOR INFORMATION ONLY
 G & C Letter # FIS 12-283
 G & C Date 10-3-12
 APPROVED:
 Page #
 Item #

Representative Ken Weyler, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, NH 03301

His Excellency, Governor John H. Lynch
 And the Honorable Council
 State House
 Concord, New Hampshire 03301

*newest
 copy
 9/18/12*

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorized the Department of Education to amend a Grant, approved by the Fiscal Committee on July 20, 2010 (item #FIS 10-237), and by Governor and Council on July 28, 2010 (item #50), to transfer carry-forward grant funds between classes in the amount of \$4,552.00, to maximize the use of federal grant funds and to also retroactively extend the grant period from July 1, 2012 to June 30, 2013. This action is to be effective upon Fiscal Committee and Governor and Council approval through June 30, 2013, with the budget as follows according to the State Fiscal year with authority to adjust through the Budget office, if needed and justified, between the State Fiscal Year and the Federal Year. Source of funds is 100% Federal American Recovery and Reinvestment Act (ARRA) School Improvement Grants.

06-56-569910-08100000 School Improvement

Class	Description	FY13 Current Appropriation with FY12 Bal Frwd	Requested Change	Revised Appropriation
020	Current Expenses	9,003.14		9,003.14
040	Indirect Cost	556.67	3,208.00	3,762.67
041	Audit Fund Set Aside	4,763.35		4,763.35
042	Fringe Benefits	79.58	1,346.00	1,425.58
046	Consultants	81,868.00	(4,552.00)	77,314.00
059	Personal Service - Full Time Temp	21,440.94		21,440.94
060	Benefits	3,257.90		3,257.90
070	In-State Travel	7,979.65		7,979.65
072	Grants - Federal	4,610,885.18		4,610,885.18
080	Out-State Travel	15,681.00		15,681.00
	Grand Total	4,755,513.41	0.00	4,755,513.41

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council

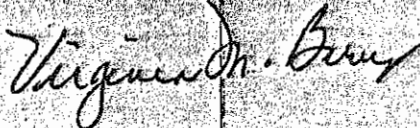
April 9, 2013
Page Three

FISCAL SITUATION

FY 2011 Appropriation	\$2,645,092.00
Less FY 2011 Expenditures	<u>(\$1,092,263.09)</u>
FY11 Carry Forward	\$1,552,828.91
Plus FY 2012 Appropriation	<u>\$5,943,121.00</u>
FY 2012 Appropriation	\$7,495,949.91
Less FY 2012 Expenditures	<u>(\$2,740,436.50)</u>
FY12 Carry Forward	\$4,755,513.41

In the event that the Federal funds become no longer available, General funds will not be requested to support this program. Your approval of the action requested is appreciated.

Respectfully submitted,



Virginia M. Barry, Ph.D.
Commissioner of Education

VMB: rik

Representative Ken Weyler, Chairman
 Fiscal Committee of the General Court
 State House
 His Excellency, Governor John H. Lynch
 And the Honorable Council
 July 25, 2012
 Page Two

Source of Funds:

000	4,755,513.14	0.00	4,755,513.41
-----	--------------	------	--------------

EXPLANATION

The requested action is being submitted retroactively due to the fact that the final figures were not available until we had completely the year end process. The NH Department of Education received an American Recovery and Reinvestment Act (ARRA) Title I, Part A, Section 1003 (g) School Improvement Grant from the US Department of Education to substantially raise the achievement of students attending Title I schools in improvement, corrective action, and restructuring, as well as some secondary schools that are eligible for, but do not participate, in the Title I grant. This grant requires that funds be awarded to the State's five-percent persistently lowest-achieving schools and be used to support the implementation of a comprehensive school reform model. These funds will assist in the creation of new and retention of previously federally funded jobs within the school districts.

The following represents appropriation balances after the approval of the requested changes:

1. Class 040 - Indirect Cost - \$3,762.67. Appropriation is needed to meet the required expenses for this fiscal year.
2. Class 042 - Additional Fringe Benefits - \$1,425.58. Appropriation is needed to meet the required expenses for this fiscal year.
3. Class 048 - Consultants - \$77,314.00. The balance is in excess of anticipated obligations for this fiscal year.

FISCAL SITUATION

FY 2011 Appropriation	\$2,645,092.00
Less FY 2011 Expenditures	<u>(\$1,092,263.09)</u>
FY11 Carry Forward	\$1,552,828.91
Plus FY 2012 Appropriation	<u>\$5,943,121.00</u>
FY 2012 Appropriation	\$7,495,949.91
Less FY 2012 Expenditures	<u>(\$2,740,436.50)</u>
FY12 Carry Forward	\$4,755,513.41

Representative Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
His Excellency, Governor John H. Lynch
And the Honorable Council
July 25, 2012
Page Three

In the event that the Federal funds become no longer available, General funds will not be requested to support this program. Your approval of the action requested is appreciated.

Respectfully submitted,



Virginia M. Barry, Ph.D.
Commissioner of Education

VMB: rtk



American Recovery and Reinvestment Act

NH RECOVERY
Department of Education

Virginia M. Barry, PhD
Commissioner of Education
Tel. 803-271-3144

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 803-271-1853
Citizens Service Line 1-800-338-9800

Paul Leather
Deputy Commissioner of Education
Tel. 803-271-3801

Fiscal
FOR INFORMATION ONLY

G & C Letter # _____
G & C Date _____
APPROVED: _____
Page # _____
Item # _____

June 28, 2010

The Honorable Marjorie K. Smith, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

His Excellency, Governor John H. Lynch
And the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

- Pursuant to RSA 14:30-a, VI, authorized the Department of Education to budget and expend American Recovery and Reinvestment Act (ARRA) Stimulus funds in account number 08-56-569910-08100000 Title I, Part A, Section 1003 (g) School Improvement Grant in the amount of \$8,588,214.00, and effective the date of Fiscal Committee and Governor and Council approval through June 30, 2012, with the budget as follows according to the State Fiscal year with authority to adjust through the Budget office, if needed and justified, between the State Fiscal Year and the Federal Year.
- Pursuant to RSA 124:15, authorized the Department of Education to establish a class 059 (Personal Service- Full Time Temp) position for two Program Specialist III and establish a class 048 for consultants in Account No. 08-56-569910-08100000 for the period of Fiscal Committee and Governor and Council approval through June 30, 2012. Source of Funds: 100% Federal Funds.

Class	Description	08-56-569910-08100000 School Improvement		
		2011 Appropriation	2012 Appropriation	New Appropriation
020	Current Expenses	1,000.00	9,350.00	10,350.00
040	Indirect Cost	6,713.12	8,285.47	14,998.59
041	Audit Fund Set Aside	2,645.13	5,943.09	8,588.22
042	Fringe Benefits	6,049.22	6,319.05	12,368.27
046	Consultants	57,727.10	57,727.10	115,454.20
059	Personal Service - Full Time Temp	85,683.00	89,505.00	175,188.00
060	Benefits	31,634.08	37,148.58	68,782.64
070	In-State Travel	2,000.00	6,000.00	8,000.00
072	Grants - Federal	2,447,640.90	5,711,162.10	8,158,803.00
080	Out-State Travel	4,000.00	11,681.08	15,681.08
	Grand Total	2,645,092.55	5,943,121.45	8,588,214.00

Source of Funds

000 2,645,092.55 5,943,121.45 8,588,214.00

EXPLANATION

The NH Department of Education received an American Recovery and Reinvestment Act (ARRA) Title I, Part A, Section 1003 (g) School Improvement Grant from the US Department of Education to substantially raise the achievement of students attending Title I schools in improvement, corrective action, and restructuring, as well as some secondary schools that are eligible for, but do not participate, in the Title I grant. This grant requires that funds be awarded to the State's five percent persistently lowest-achieving schools and be used to support the implementation of a comprehensive school reform model. These ARRA funds must be awarded to school districts prior to the start of the 2010-2011 school year. However, districts with eligible schools that choose to participate will be able to use the funds for implementation over the course of the next two school years (ending in the summer of 2012). To allow for the two years of funding, the US Department of Education included a waiver within the State application (please see waiver documentation attached). These funds will assist in the creation of new and retention of previously federally funded jobs within the school districts.

The following changes in appropriation authority are being requested:

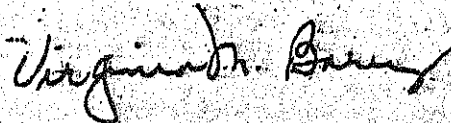
1. Class 020 – Current Expenses – \$10,350.00. This is sufficient appropriation to meet the required expenses, for instance, phone and supplies for professional development program needs through FY 2012.
2. Class 040 – Indirect Cost – \$14,998.59. This is sufficient appropriation to meet the required expenses such as indirect costs through 2012.
3. Class 041 – Audit Fund Set Aside – \$8,588.22. This is sufficient appropriation to meet the required expenses such as audit fund set aside through 2012.
4. Class 042 – Additional Fringe Benefits – \$12,368.27. This is sufficient appropriation to meet the required expenses additional fringe benefits for new two positions through 2012.
5. Class 048 – Consultants – \$115,454.20. This is sufficient appropriation to meet the required expenses for this fiscal year 2012.
6. Class 059 – Personal Service-Temp – \$175,188.00. This is sufficient appropriation to meet the cost of two full-time temporary positions through 2012 that will support existing Title I staff in overseeing grant implementation, monitoring, technical assistance, data collection and evaluation.
7. Class 060 – Benefits – \$68,782.64. This is sufficient appropriation to meet the cost of two full-time temporary positions' benefits through 2012.
8. Class 070 – In-State Travel – \$8,000.00. This is sufficient appropriation to meet the required expenses through 2012. The expenses for on-site district and school visits related to ARRA Title I, Part A, Section 1003 (g) project and travel for regional Title I, Section 1003 (g) Project Manager Meetings.

His Excellency, Governor John H. Lynch
And the Honorable Council
June 28, 2010
Page Four

- 7 Estimate the funds required to continue the position? There is no plan to continue funding this position beyond the duration of the Title I, Part A, Section 1003 (g) School Improvement Grant - ARRA/Stimulus.

In the event that the Federal funds become no longer available, General funds will not be requested to support this program. Your approval of the action requested is appreciated.

Respectfully submitted,



Virginia M. Barry, Ph.D.
Commissioner of Education

VMB: RLK

The Honorable Marjorie K. Smith, Chairman
Fiscal Committee of the General Court

His Excellency, Governor John H. Lynch
And the Honorable Council
June 28, 2010
Page Three

9. Class 072 - Grants - Federal - \$8,158,803.00. This is sufficient appropriation to meet the required expenses such as allocations to the participating school districts through 2012.
10. Class 080 - Out-State Travel - \$15,681.08. This is sufficient appropriation to meet the required expenses through 2012. These funds will be used for expenses associated with attendance at out-of-state meetings related to ARRA Title I, Part A 1003 (g) including the State Director Annual Summer Meeting with the US Department of Education Washington DC (4 days) and annual National Title I Conference (5 days).

POSITION EXPLANATION

Two New Full - Time Temporary

Federal funds will provide for all costs associated with two full-time positions to provide technical assistance to districts/schools receiving ARRA Title I, Part A, Section 1003 (g) School Improvement Grant funds. These individuals will support existing Title I staff in overseeing ARRA funded School Improvement Grant implementation, monitoring, technical assistance, professional development, data collection, reporting and evaluation to ensure compliance with state and federal regulations. The reform models included in this grant are comprehensive and require dedicated Title I staff to focus all attention on the implementation and tracking of these funds and plan objectives. The participating schools will be among the lowest-achieving five percent of NH schools and therefore require specific improvement strategies and monitoring to ensure that these plans will be more successful than previous improvement plans implemented in these schools. These individuals will also be responsible for sharing promising practices from these schools with other districts and schools throughout the state, allowing for the impact of these funds to be broadened.

Consultants

Consultant funds will be used to hire consultants to serve as school improvement coaches to the participating five percent lowest-achieving schools, assisting with the implementation of reform plans. They will also assist in the facilitation of NH Department of Education professional development workshops for participating districts.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

1. List of personnel involved: Two new full-time temporary 100% federally funded position is being requested, as well as class 046 for consultants.
2. Nature, Need and Duration: The new positions and consultants are needed to assist the NH DOE in coordinating and evaluating LEA/district applications, waivers and data for ARRA Title I Section 1003 (g) School Improvement funds and providing technical assistance. The positions and consultants will last for 2 years and is 100% federally funded.
3. Relationship to existing agency programs: The purpose of these temporary positions and consultants are to provide additional assistance to LEAs in order to process the ARRA federal funds, collect required additional data, monitor LEA spending and provide technical support. Adding these positions and consultants will assist in redistributing the added responsibilities throughout the Title I program staff due to the added ARRA funds and fulfill new reporting requirements.
4. Has a similar program been requested of the legislature and denied? No.
5. Why wasn't funding included in the agency's budget request? The American Recovery and Reinvestment Act of 2009 (ARRA) has doubled the current responsibilities of the Title I consultants and LEA project managers. The ARRA funds were unanticipated, allocated separately by the US Department of Education (US ED) and therefore not included in our normal Title I Section 1003 (g) School Improvement budget.
6. Can portions of the grant funds be utilized? The positions will be 100% federally funded for the duration of the grant.



American Recovery and Reinvestment Act

NH RECOVERY
Equal Opportunity Employer

Virginia M. Barry, Ph.D.
Commissioner of Education
Tel. 603-271-3144

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX: 603-371-1883
Citizens Services Line 1-800-339-8600

APPROVED *Karen D. Hutchins*
JUL 01 2010
DIRECTOR OF PERSONNEL
BY *Jennifer J. Eberfeld*

June 29, 2010

Ms. Jennifer Eberfeld
Supervisor, Classification
NH Division of Personnel
25 Capitol Street
Concord NH 03301

Subject: Request to Establish Two (2) New Full-time Temporary Program Specialist III positions

Dear Ms. Eberfeld:

The Department of Education is requesting your consideration and approval to create two (2) new full-time temporary Program Specialist III, (LG 23) positions within the Division of Instruction, Bureau of Integrated Programs. Funding for this position is from the American Recovery and Reinvestment Act of 2009 (ARRA); Education for the Disadvantaged - Title I, account # 06-56-569910-08100000, 100% federal funds.

The proposed positions would assist the NH Department of Education Title I, Part A staff in overseeing the federally funded American Recovery and Reinvestment Act (ARRA) Title I, Part A, Section 1003 (g) School Improvement Grant. The goal of this grant is to substantially raise the achievement of students attending Title I schools in improvement, corrective action, and restructuring, as well as some non-Title I secondary schools. The grant requires an intensive reform model (outlined by the US Department of Education) to be implemented in New Hampshire's five percent lowest-achieving schools. This grant requires the addition of staff to directly oversee the execution of the comprehensive improvement plans, as the scope of monitoring, technical assistance and professional development for participating districts/schools exceeds the current capacity of the New Hampshire Title I, Part A office. These positions would be temporary, based on the specific grant funds available.

Attached are the proposed supplemental job description and current and proposed organizational chart. If you have questions or need further clarification, please contact me at X3743. Thank you for your consideration and continued efforts on our behalf.

Sincerely,

Brenda Cochrane
Human Resources Administrator

Attachments



RECEIVED

AUG 05 2010

GRANT AWARD NOTIFICATION

STATE DEPARTMENT
OF EDUCATION

<p>1 RECIPIENT NAME: NH State Department of Education 101 Pleasant Street Concord, NH 03301</p>	<p>5 AWARD INFORMATION PR/AWARD NUMBER: S388A090030A ACTION NUMBER: 02 ACTION TYPE: Revision AWARD TYPE: Formula</p>
<p>2 PROJECT DESCRIPTION 84.388A SCHOOL IMPROVEMENT GRANTS, RECOVERY ACT</p>	<p>6 AWARD PERIODS FEDERAL FUNDING PERIOD: 02/17/2009 - 09/30/2010</p>
<p>3 EDUCATION STAFF RECIPIENT STATE DIRECTOR Stephanie R. Lefreniere (603) 271 - 3301 EDUCATION PROGRAM CONTACT Gary Rutkin (202) 260 - 4412 EDUCATION PAYMENT CONTACT GAPS PAYEE HOTLINE (888) 336 - 8930</p>	<p>7 AUTHORIZED FUNDING CURRENT AWARD AMOUNT \$8,158,803.00 PREVIOUS CUMULATIVE AMOUNT \$429,411.00 CUMULATIVE AMOUNT \$8,588,214.00</p>
<p>4 KEY PERSONNEL N/A</p>	<p>8 ADMINISTRATIVE INFORMATION DUNS/SSN: 808590277 REGULATIONS: CFR PART EDGAR AS APPLICABLE ATTACHMENTS: N/A</p>
<p>9 LEGISLATIVE AND FISCAL DATA AUTHORITY: PL 107-110 ELEMENTARY AND SECONDARY EDUCATION ACT, AS AMENDED AND THE AMERICAN RECOI PROGRAM TITLE: SCHOOL IMPROVEMENT GRANTS, RECOVERY ACT CFDA/SUBPROGRAM NO: 84.388A FUND FUNDING AWARD ORG. CATEGORY LIMITATION ACTIVITY CFDA OBJECT AMOUNT CODE YEAR YEAR CODE 0901M 2009 2009 ES000000 B PPI 000 388 4101A \$8,158,803.00</p>	



Washington, D.C. 20202

GRANT AWARD NOTIFICATION

10

PR/AWARD NUMBER: S388A090030-09A

RECIPIENT NAME: NH STATE DEPARTMENT OF EDUCATION

TERMS AND CONDITIONS

- (1) THIS ACTION IS TO INCREASE THE GRANT AWARD IN THE AMOUNT SHOWN IN BLOCK 7.
- (2) This grant award is subject to the provisions of all applicable statutes, regulations, and other legal requirements.

Pursuant to a waiver of the "Tydings Amendment," section 421(b) of the General Education Provisions Act (20 U.S.C. 1225(b)), as approved in the application to the U.S. Department of Education for this grant, any funds, including those awarded on December 3, 2009, that are not obligated at the end of the Federal funding period specified in Block 6 shall remain available for obligation until September 30, 2013.

This grant award is subject to the terms and conditions identified in Attachment T.

This award is subject to the terms and conditions identified in Attachment U and Attachment V.

AUTHORIZING OFFICIAL

AUG 02 2010

DATE

Ver. 1
ED-07 (01/98)

Classification: Program Specialist III

Function Code: 7125-056

Position Title: School Improvement Grant Specialist

Date Established: 7/01/10

Position Number: 9T

Date of Last Amendment:

SCOPE OF WORK: To provide technical assistance to districts/schools receiving American Recovery and Reinvestment Act (ARRA) Title I, Part A, Section 1003 (g) School Improvement Grant funds. Support Title I staff in overseeing the implementation, monitoring, technical assistance, professional development, data collection, reporting and evaluation to ensure compliance with state and federal regulations under the ARRA Title I School Improvement Grant.

ACCOUNTABILITIES:

- Prepares grant application and progress report templates and resources to support the implementation of the School Improvement Grant.
- Reviews and processes American Recovery and Reinvestment Act (ARRA) Title I, Part A, Section 1003 (g) School Improvement Grant applications.
- Monitors the implementation; provides technical assistance and professional development to participating districts and schools.
- Monitors involvement of external providers work with districts/schools in creation and facilitation of the school reform process.
- Researches, develops, and drafts grant policies relative to federal and state guidance to ensure financial and programmatic compliance.
- Collects and analyze data required by the state and federal requirements.
- Assists department staff and program sub-grantees regarding federal and state financial and programmatic reporting requirements.
- Consults with the NH Statewide System of Support, sharing promising practices from these schools with other districts/schools throughout the state, allowing for the impact of grant funds to be broadened.
- Reviews and presents program grant status reports and other informational reports for use in decision-making pertaining to the grant and impact of the grant reform plan on other programs associated with the participating districts.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with major study in education. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Four years' professional or paraprofessional experience in education, with responsibility for program implementation, direct service delivery, planning or program evaluation. Each additional year of approved work experience may be substituted for one year of required formal education.

License/Certification: Must be eligible to hold a NH driver's license and/or have access to transportation for use in statewide travel.

DISCLAIMER STATEMENT:

The supplemental job description lists typical examples of work and is not intended to include every job duty and responsibility specific to a position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES:

The above is an accurate reflection of the duties of my position.

Employee's Signature

Date Reviewed

Supervisor's Name, Title & Position #:

Stephanie Lafreniere
Title I, Administrator II
#13294

The above job description accurately measures this employee's job duties.

Supervisor's Signature

Date Reviewed

Division Director's Name & Position #:

Kathleen Murphy
Division Director
#9U309

Director's Signature

Date Reviewed

I have reviewed this job description for content.

Dept. Approval Name, Title & Position #:

Brenda Cochran
Human Resources Administrator
#18339

Department Approval

Date Approved

Jennifer J. Elberfeld

7/1/10

Division of Personnel

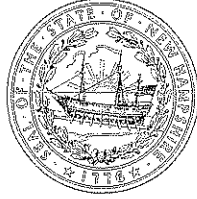
Date Approved

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

FIS 14 035

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

February 26, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, IV, authorize the Department of Justice to accept and expend \$300,000 from the Department of Environmental Services for reimbursement of the costs associated with the services rendered by Underwood Engineering, LLC for the overall assessment of the Hooksett Wastewater Treatment Facility and to serve as the Department of Justice's expert witness in pending litigation effective on the date of the Fiscal Committee and Governor and Council approvals through December 30, 2014. 100% Agency Income.
2. Authorize the Department of Justice to enter into a **retroactive** Memorandum of Understanding with the Department of Environmental Services to provide the management and oversight of the contract with Underwood Engineers, Inc., which is responsible for the overall assessment of the Hooksett Wastewater Treatment Facility effective August 5, 2013 through December 30, 2014. 100% Agency Income.

These funds are available in the Department of Environmental Services, CWSRF Loan Management, Contracts for Program Services, accounting unit number 03-44-44-441018-4788-102-500731.

The funds are to be budgeted in account #02-20-20-200010-2601, Department of Justice, as follows:

Department of Justice				
Attorney General				
02-20-20-200010-2601				
Class	Description	Current Budget	Requested Action	New Budget
010-500100	Personal Services Perm	\$232,390	\$0	\$232,390
011-500102	Personal Services - Unclass	\$116,470	\$0	\$116,470
012-500128	Personal Services - Unclass	\$100,343	\$0	\$100,343
013-500132	Personal Services - Unclass	\$94,920	\$0	\$94,920
015-500137	Personal Services - Unclass	\$92,706	\$0	\$92,706
017-500147	Employees Special Provis	\$75,947	\$0	\$75,947
018-500106	Overtime	\$1,000	\$0	\$1,000
020-500200	Current Expense	\$47,975	\$0	\$47,975
024-500227	Maint. Other than Build-Gnds	\$3,069	\$0	\$3,069
026-500251	Membership Fees	\$30,000	\$0	\$30,000
027-502799	Transfers to DOIT	\$52,763	\$0	\$52,763
035-500035	Shared Services	\$49,521	\$0	\$49,521
039-500188	Telecommunications	\$15,000	\$0	\$15,000
049-500246	Trans. to other State Agencies	\$2,750	\$0	\$2,750
057-500531	Books, Periodicals, Subscript.	\$111,550	\$0	\$111,550
060-500601	Benefits	\$301,913	\$0	\$301,913
066-500543	Employee Training	\$500	\$0	\$500
070-500704	In-State Travel	\$7,000	\$0	\$7,000
073-500581	Grants - non-Federal	\$150,000	\$0	\$150,000
080-500714	Out of State Travel	\$3,500	\$0	\$3,500
232-500767	Witness Fees	\$365,000	\$0	\$365,000
233-500769	Litigation Expense	<u>\$1,250,000</u>	<u>\$300,000</u>	<u>\$1,550,000</u>
	Total	\$3,104,317	\$300,000	\$3,404,317
<u>Revenue</u>				
009-402325	Agency Income	\$194,840	\$300,000	\$494,840
	General Fund	<u>\$2,909,477</u>	<u>\$0</u>	<u>\$2,909,477</u>
	Total	\$3,104,317	\$300,000	\$3,404,317

EXPLANATION

The Department of Justice has entered into a retroactive Memorandum of Understanding (“MOU”) with the Department of Environmental Services to provide the management and oversight of the contract with Underwood Engineers, Inc. (“Underwood”) which is responsible for the overall assessment of the Hooksett Wastewater Treatment Facility (“WTF”). Underwood will serve as the Department of Justice’s expert witness in pending litigation. The MOU is retroactive due to the administrative process.

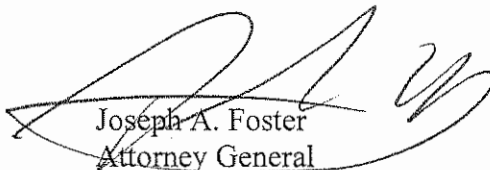
The WTF was upgraded over the last decade using both Federal and State grants in order to increase capacity. As part of the upgrade, the WTF began using biofilm chips in the form of small plastic discs in its bioremediation tanks. These discs increase efficiency. However, in 2011, the discs "blinded" the screen sieves that guard the exit of the bioremediation tanks. As a result, no effluent could leave the tanks through the exit manifold and the tanks overflowed into the parking lot. All of the effluent, along with several million discs, escaped to the Merrimack River. The Town of Hooksett incurred over \$1M in cleanup costs and the WTF still does not perform to specifications. The discharge in 2011 violates several environmental statutes.

The Town and the State have sued the disc manufacturer, the plant designer, and the contractor who built the plant seeking penalties for the unlawful discharge, cleanup costs for the Town and costs to redesign the WTF to a design that performs to specifications. Underwood will provide essential expertise with respect to the cause of the 2011 discharge and necessary remediation measures both during mediation and in the form of trial testimony if needed. All of the funding for Underwood from the Department of Environmental Services originates from a federal grant.

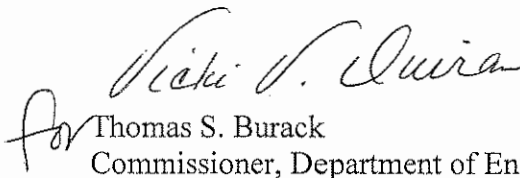
Please let me know if you have any questions concerning this request.

Your consideration is greatly appreciated.

Respectfully submitted,



Joseph A. Foster
Attorney General



for Thomas S. Burack
Commissioner, Department of Environmental Services

JAF/k
#999695

MEMORANDUM OF UNDERSTANDING

A. Agreement

This Memorandum of Understanding (“MOU”) between the New Hampshire Department of Environmental Services (hereinafter “DES”) and the New Hampshire Department of Justice (hereinafter “DOJ”) sets forth the terms and conditions whereby DES will pay the DOJ for DOJ’s costs associated with professional expert services provided by Underwood Engineering, LLC (hereinafter “Underwood”) with respect to the case of *State, et al. v. Kruger, Inc., et al.*

B. Contracting

DOJ will be responsible for establishing and maintaining the direct contractual relationship with Underwood.

C. Scope of Work

DOJ will provide the management and oversight of the contract with Underwood.

D. Payment for Services

The DOJ will be reimbursed for the costs associated with the services rendered by Underwood.

Funding shall be drawn from the DES CWSRF Loan Management, Contracts for Program Services, account number 03-44-44-41018-4788-102-500731. This account is fee funded. To the extent that this account is no longer available, DES will not be liable for the costs described herein.

Pursuant to its contract with Underwood, DOJ shall ensure that Underwood provides DOJ with appropriate documentation justifying expenses under this MOU which could include time sheets, invoices, receipts, and other similar information. DES shall have access to all such documentation. DES shall reimburse DOJ within 30 days of a receipt of any invoice or other request for payment from DOJ.

E. Evaluation

The services provided by Underwood must be satisfactory to DES and the DOJ. In the event that DES determines that the services are not provided in a satisfactory manner, DES shall report its concerns to the DOJ, and the DOJ shall take appropriate action to address these concerns. The DOJ reserves the right to terminate Underwood’s contract if necessary upon consultation with DES.

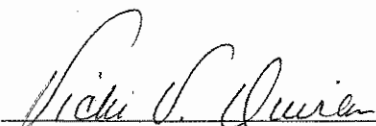
F. Miscellaneous

This MOU makes up the entire understanding between the parties. Neither party may further modify or amend the terms of this MOU except by written agreement signed by both parties.

Neither this MOU, nor any rights, duties, or obligations described herein, shall be assigned by either party hereto without the prior written consent of the other party. This Agreement shall be construed under the laws of the State of New Hampshire. Nothing herein shall function or be construed as a waiver of sovereign immunity, such immunity being hereby specifically reserved.

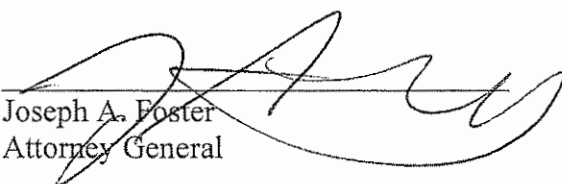
G. Duration

This MOU is effective August 5, 2013 and shall continue until terminated, subject to continued availability of funds. This MOU may be terminated by either party with 90 days notice.

for 

Thomas S. Burack
Commissioner, NH Department of
Environmental Services

2/26/14
Date



Joseph A. Foster
Attorney General

2-27-14
Date



Virginia M. Barry, Ph.D.
Commissioner of Education
Tel. 603-271-3144

Paul K. Leather
Deputy Commissioner of Education
Tel. 603-271-3801

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

February 3, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
and The Honorable Council
State House
Concord, NH 03301

REQUESTED ACTIONS

1. Pursuant to RSA 14:30-a, VI, authorize the New Hampshire Department of Education to accept and expend NH Safe Schools/Healthy Students State Program (grant) funds in the amount of \$4,222,476.00 for FY14/15 from United States Department of Health and Human Services, effective the date of Fiscal Committee and Governor and Council approval through June 30, 2015. 100% Federal Funds.
2. Pursuant to RSA 124:15, authorize the Department of Education to establish the following full time positions for the period effective upon Fiscal Committee and Governor and Council approval through June 30, 2015.

<u>No.</u>	<u>Title</u>	<u>Labor Grade</u>	<u>Salary Range</u>
1	Administrator II	29	\$53,937.00 - \$73,963.50
2	Program Specialist III	23	\$41,710.50 - \$56,335.50
3	Program Assistant II	15	\$30,166.50 - \$39,994.50

3. Pursuant to RSA 124:15, authorize the Department of Education to establish one (1) part time Program Specialist III (Labor grade 23) (Salary Range \$35,742.00 - \$37,306.00), not to exceed 29.5 hours/week, for the period effective upon Fiscal Committee and Governor and Council approval through June 30, 2015.

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

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and The Honorable Council
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Funds will be budgeted as follows:

New Hampshire Safe Schools and Healthy Students Programs
06-56-56-561010-88940000
RSRC: 408183

<u>Class</u>	<u>Descriptions</u>	<u>Fiscal Year 2014</u>	<u>Fiscal Year 2015</u>
020	CURRENT EXPENSE	3,824.00	3,824.00
027	TRANSFER TO OIT	13,770.00	34,450.00
028	TRANSFER TO GENERAL SERVICES	6,000.00	6,000.00
029	INTRA-AGENCY TRANSFERS	1,800.00	1,800.00
030	EQUIPMENT NEW/REPLACEMENT	5,352.00	1.00
037	TECHNOLOGY HARDWARE	3,500.00	0.00
038	TECHNOLOGY SOFTWARE	3,000.00	0.00
039	TELECOMMUNICATION	3,540.00	3,540.00
040	INDIRECT COST	18,285.00	19,809.00
041	AUDIT FUND SET ASIDE	2,027.00	2,195.00
042	ADDITIONAL FRINGE BENEFITS	11,522.00	11,788.00
049	TRANSFER TO OTHER STATE AGENCY	39,860.00	48,692.00
050	PERSONAL SERVICES – TEMP/APPOINTE	35,742.00	37,306.00
059	TEMP – FULL TIME	117,885.00	119,873.00
060	BENEFITS	56,317.00	56,688.00
066	EMPLOYEE TRAINING	20,000.00	20,000.00
070	TRAVEL IN-STATE	6,233.00	6,233.00
072	GRANTS FEDERAL	1,547,454.00	1,674,480.00
080	TRAVEL OUT-OF-STATE	1,288.00	1,288.00
102	CONTRACTS FOR PROGRAM SERVICES	129,238.00	147,872.00
	TOTAL	\$2,026,637.00	\$2,195,839.00
Source of Funds:			
000	Federal	\$2,026,637.00	\$2,195,839.00

EXPLANATION

The goal of the **New Hampshire Communities for Children Safe Schools/Healthy Students Initiative** is to increase the number of New Hampshire (NH) children and youth who have access to behavioral health services, decrease the number of students who abuse substances, increase the capacity of our community agencies to provide early childhood development services, improve school climate, and reduce the number of children who are exposed to violence, including decreasing the use of exclusionary discipline practices in our schools and early childhood programs. We plan to provide prevention, early intervention, and intensive, evidence-based behavioral health services and supports to 2,500 children, youth and their families per year, and 10,000 over four years, in three Local Educational Authorities (LEAs) in New Hampshire – Concord, Laconia, and Rochester. Youth in NH communities struggle with some of the highest substance abuse rates in

Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

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the country and suspension and bullying rates that are higher than national averages. Additionally, all three selected LEAs poverty indicators are higher than state averages.

The six measurable goals of NH Communities for Children are: 1) Developing and sustaining a formal state-level collaborative cross-agency structure for identifying needs, implementing evidence-based practices, sharing and targeting data and resources, changing policy, and implementing cross-discipline professional development, 2) Substantially improve the social and emotional skills and preparedness for long-term educational success of young children, birth through five years, 3) Substantially improve the mental, The emotional, and behavioral health of children and youth and reduce school violence, bullying, behavior problems, suspensions, substance abuse, and punitive/exclusionary discipline practices, 4) Substantially improve the behavioral health outcomes of the highest-need children, youth, and their families/caregivers, 5) Substantially improve the engagement of families and youth in decision-making at all levels, and 6) Substantially reduce risk factors and strengthen protective factors at the individual, family, and community level to reduce the prevalence of alcohol and other drug misuse among school aged children.

We will accomplish these outcomes by 1) implementing a structured and proven planning and implementation framework at the state and local levels to ensure cross-agency and cross-discipline partnerships, 2) implementing the evidence-based Positive Behavioral Interventions and Supports (PBIS) framework in early childhood programs and schools, and 3) using the Interconnected Systems Framework to integrate and provide school based mental health services and PBIS and to select and provide evidence-based mental health interventions for children and youth with or at risk of developing mental health disorders. By working with the three LEAs to implement these frameworks, we will build the capacity of schools, early childhood behavioral health providers, families, and community organizations, resulting in substantial and positive changes in the trajectories of all children and youth in these communities.

APPROPRIATION EXPLANATION

The following appropriation authorities are being requested:

Class 020 (Current Expenses) – To cover materials and supplies that will be used by staff.

Class 027 (Transfer to OIT) – Class is established data integration with other state agencies data systems and LEAs students database.

Class 028 (Transfer to General Services) – Appropriation for staff work areas cost.

Class 029 (Intra-Agency Transfers) – To provide for intra-agency transfers.

Class 030 (Equipment new/replacement) – To provide an appropriation for new equipment for staff under the grant.

Class 037 (Technology Hardware) – To provide computer hardware for staff under this grant.

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

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Class 038 (Technology Software) – To provide required computer software for staff under this grant.

Class 039 (Telecommunication) – Appropriation for staffs wireless communication.

Class 040 (Indirect Cost) – Appropriation for this class is based on 7.7 percent as established by the US Department of Education Indirect Cost Rate of all expenditures in classes 020, 027, 028, 029, 037, 038, 039, 042, 050, 059, 060, 066, 070, 080. This is paid to Administrative Services as State-Wide Cost Allocation Plan.

Class 041 (Audits) – Appropriation for this class is based on .01 percent of the total grant and paid to Administrative Services to offset audit costs.

Class 042 (Additional Fringe) – Appropriation for this class is based on 7.5 percent of total salary expenditures to cover State obligations of post retirement costs.

Class 049 (Transfer to Other State Agency) – Appropriation for administrative cost for this grant.

Class 050 (Personal Services-Temp) – Appropriation for a part-time Program Specialist II to disseminate Data as required by the grant.

Class 059 (Temp - Full Time) – Appropriation to fund the requested positions of the grant.

Class 060 (Benefits) – Appropriation for this class is based on cost of health and dental insurances and FICA.

Class 066 (Employee Training) – Appropriation for the professional development requirements of the grant.

Class 070 (In-State Travel) – Appropriation for in-state meetings and presentations.

Class 072 (Grants Federal) – Appropriation to flow through funds to Concord School District, Rochester School District, and Laconia School District.

Class 080 (Out-of-State Travel) – Appropriation for staff to attend out-of-state meetings and presentations.

Class 102 (Contracts for Program Services) – Appropriation to provide federally required program evaluations of the grant.

Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

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The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981:

1. List All Personnel involved :

1	Administrator II (full time)	29	\$53,937.00 - \$73,963.50
2	Program Specialist III (full time)	23	\$41,710.50 - \$56,335.50
3	Program Specialist III (part time)	23	\$35,742.00 - \$37,306.00
4	Program Assistant II (full time)	15	\$30,166.50 - \$39,994.50

2. Nature, Need, and Duration:

These positions will provide leadership and support for the grant in corporation with the Department of Health and Human Services, Bureau of Drug and Alcohol Services. The positions subject to this request will be funded until June 30, 2015 when the program will be continued with the Biennium Budget process. The positions will be funded by and support **New Hampshire Communities for Children Safe Schools/Healthy Students** grant. The goal of the grant is to increase the number of New Hampshire (NH) children and youth who have access to behavioral health services, decrease the number of students who abuse substances, increase the capacity of our community agencies to provide early childhood development services, improve school climate, and reduce the number of children who are exposed to violence, including decreasing the use of exclusionary discipline practices in our schools and early childhood programs. The Grant of Federal funds will end on June 30, 2017, when the positions will also end.

3. Relationship to Existing Agency Programs:

This grant will be in corporation with the Department of Health and Human Services, Bureau of Drug and Alcohol Services. We will accomplish these outcomes by 1) implementing a structured and proven planning and implementation framework at the state and local levels to ensure cross-agency and cross-discipline partnerships, 2) implementing the evidence-based Positive Behavioral Interventions and Supports (PBIS) framework in early childhood programs and schools, and 3) using the Interconnected Systems Framework to integrate and provide school based mental health services and PBIS and to select and provide evidence-based mental health interventions for children and youth with or at risk of developing mental health disorders. By working with the three LEAs to implement these frameworks, we will build the capacity of schools, early childhood providers, behavioral health providers, families, and community organizations, resulting in substantial and positive changes in the trajectories of all children and youth in these communities.

4. Has a Similar Program been Requested of the Legislature and Denied?

No. This situation is unique and unprecedented.

Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

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and The Honorable Council
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5. Why wasn't this Funding Included in the Agency's Budget Request?

At the time that the State's Operating Budget was being prepared the Request For Proposal for the Grant had not been made public.

6. Can any Portion of the Grant Funds Be Utilized?

No. The positions requested are necessary to fulfill the intent of the Grant proposal that was accepted by the Granting Authority.

7. Estimate the Fund Required to Continue the Position(s):

In the event that the Federal Funds become no longer available, General Funds will not be requested to support this program.

FISCAL SITUATION

US Department of Health and Human Services Grant Award 1U79SMO61512—01\$8,626,935.00

FY 2014 Requested Appropriation	\$2,026,637.00
FY 2015 Requested Appropriation	\$2,195,839.00
Anticipated FY2016 Agency Budget Request	\$2,200,059.00
Anticipated FY2017 Agency Budget Request	<u>\$2,204,400.00</u>
Total Appropriations	\$8,626,935.00

Respectfully submitted,



Virginia M. Barry, Ph.D.
Commissioner of Education

Attachments:
SAMHSA Grant Award
Personnel Packets



Mckenzie

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Grant Number: 1U79SM081512-01

Program Director:
 McKenzie Harrington-Bacote

Project Title: NH Safe Schools/Healthy Students State Program

Grantee Address	Business Address
NEW HAMPSHIRE STATE DEPT OF EDUCATION Susan Folsom Accountant 101 Pleasant Street Concord, NH 033013862	Sue Folsom Accountant NH Department of Education 101 Pleasant Street Concord, NH 03301

Budget Periods: 08/30/2013 – 09/29/2014
 Project Periods: 08/30/2013 – 09/29/2017

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$2,028,640 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NEW HAMPSHIRE STATE DEPT OF EDUCATION in support of the above referenced project. This award is pursuant to the authority of Section 520A of the PHS Act, as amended, and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Award recipients may access the SAMHSA website at www.samhsa.gov (click on "Grants" then SAMHSA Grants Management), which provides information relating to the Division of Payment Management System, HHS Division of Cost Allocation and Postaward Administration Requirements. Please use your grant number for reference.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact your Grants Management Specialist and your Government Project Officer listed in your terms and conditions.

Sincerely yours,

Gwendolyn Simpson
 Grants Management Officer
 Division of Grants Management

See additional information below

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SECTION I - AWARD DATA - 1U79SM061512-01

Award Calculation (U.S. Dollars)

Salaries and Wages:	\$143,735
Fringe Benefits:	\$47,808
Personnel Costs (Subtotal):	\$191,544
Equipment:	\$8,238
Supplies:	\$4,400
Consortium/Contractual Cost:	\$1,888,368
Travel Costs:	\$20,700
Other:	\$85,300
Direct Cost:	\$2,005,548
Indirect Cost:	\$21,082
Approved Budget:	\$2,026,640
Federal Share:	\$2,026,640
Cumulative Prior Awards for this Budget Period:	\$0
AMOUNT OF THIS ACTION (FEDERAL SHARE):	\$2,026,640

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
1	\$2,026,640
2	\$2,196,842
3	\$2,200,083
4	\$2,204,400

* Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

Fiscal Information:

CFDA Number: 93.243
 EIN: 1026000618B2
 Document Number: 13SM061512A
 Fiscal Year: 2013

IC	CAN	Amount
SM	C96C502	\$2,026,640

SM Administrative Data:

PCC: SSHS-ST / OC: 4145

SECTION II - PAYMENT/HOTLINE INFORMATION - 1U79SM061512-01

Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM). Inquiries regarding payment should be directed to: The Division of Payment Management System, PO Box 6021, Rockville, MD 20852, Help Desk Support - Telephone Number: 1-877-614-5533.

The HHS Inspector General maintains a toll-free hotline for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. The telephone number is: 1-800-HHS-TIPS (1-800-447-8477). The mailing address is: Office of Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington, DC 20201.

SECTION III - TERMS AND CONDITIONS - 1U79SM061512-01

This award is based on the application submitted to, and as approved by, SAMHSA on the above-title project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The HHS Grants Policy Statement.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income:
Additional Costs

SECTION IV – SM Special Terms and Condition – 1U79SM061512-01

1. SPECIAL TERM AND CONDITION OF AWARD:

By January 2, 2014, the grantees must provide the following to Grants Management Specialist and to the Government Project Officer by email attachment only.

A revised, detailed Year 1 budget and budget justification at the recommended funding level of \$2,026,640. The revised budget must include the following required changes:

a. State Travel Costs -

1. In-state Travel - Detailed cost breakdown to support the total of \$16,000 in-state travel for the Project Directors, Project Coordinators, and the Marketing Coordinator. The breakdown must include: (1) Identification of each location; (2) staff title; and (3) mileage, per diem (if applicable) Cost.

2. Out-of-State Travel - A breakdown of the costs to support the total of \$4,700 out-of-state travel. Identify the locations, airfare, hotel costs, car rental/mileage and per diem for each individual to total the \$4,700. Note: The travel budget includes costs for five (5) people from the state. It should include costs for one person only - the State Coordinator.

b. Equipment - Identification of the personnel or positions to receive the equipment purchases, and justification for the purchase of the equipment.

c. Office Space Rental, and Audit Costs are typically a part of the indirect cost. You must provide reason(s) why these costs are being charged as direct costs vs. indirect costs.

d. Supplies and Current Expenses - Explanation for what is meant by "Current Expenses."

e. Other - Audit Costs. Note that project specific audits are no longer required on the SAMHSA grants. Organizational audit costs are typically included in the indirect costs. If the audit costs are project specific costs, you will need to re-budget the funds to another allowable costs. If not, please provide a statement that these audit costs are not included in the indirect costs that is being charged on this grant.

f. Other - Professional Development - A breakdown of the trainings and costs. The breakdown should include: (1) Identification of each Professional Development training and associated costs for each staff member taking the training. Also, please more detailed explanation of how the Professional Development trainings are related to this program.

** Please revise the detailed budget to show Audit Costs (if applicable), Professional Development, Office Space Rental, OIT Data Integration, OIT Transfer to Data Center must come under "Other" Cost Category. All of your costs must be listed under the appropriate cost categories listed on the SF-424A

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Budget Information form as well as shown in the Sample Detailed Budget and Budget Justification provided in the RFA.

g. Indirect Costs- Provide documentation to support the indirect charge of 21,092.00 (6.8% indirect cost) to the grant.

h. Completed Lobbying Disclosure Form

SPECIAL PROGRAMMATIC CONDITIONS OF AWARD:

1. Submit a description of how the SS/HS State Program will support development of a prevention infrastructure for school-age children without duplicating services currently supported by other infrastructure grants from SAMHSA, i.e., Project LAUNCH.
2. Submit a description of how decision-making at the state and LEA levels will be coordinated and made.
3. Submit an organizational chart depicting state roles and the chain of command between the state and the three LEAs; and, an organizational chart for each of the three LEAs.
4. Submit a revised timeline that aligns with the date benchmarks in the Request for Application. 1. Submit additional demographic information on the highly vulnerable refugee families mentioned in the application, e.g., which of the LEAs are these families a part of and what are the different ethnicities of these families.
5. Clarify and submit a description addressing how the Interconnected Systems Framework links with PBIS and the SS/HS Frameworks.
6. Submit a description of the process for selecting Core Management Team members.
7. Submit resumes for the state Project Coordinators and the LEA Project Managers. [NOTE: the Project Coordinators and Project Managers are key staff and must be approved by the Federal Project Officer prior to hiring.]
8. Submit a report that includes all baseline data for all performance measures.

9. BEHAVIORAL HEALTH DISPARITIES IMPACT STATEMENT:

See Attached Behavioral Health Disparities Special Conditions of Award and Chart

Failure to comply with the above stated Conditions may result in your grant being placed on high-risk, suspension, and/or termination or denial of funding in the future

REMARKS:

REFER TO THE FOLLOWING LINK FOR THE STANDARD TERMS AND CONDITIONS OF AWARD:

<http://www.samhsa.gov/Grants/StandardTermsConditionsNEW.pdf>

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KEY STAFF:

**McKenzie Harrington-Bacote, NHDOE Project Director @ 0.15% level of effort (In-Kind)
TBD, NHDOE Project Coordinator @ 1.0% level of effort**

Contact

**Michelle Bechard, Program Official
Phone: (240) 276-1872 Email: michelle.bechard@samhsa.hhs.gov**

**Sherie Fairfax, Grants Specialist
Phone: 240-276-1415 Email: sherie.fairfax@samhsa.hhs.gov Fax: 240-276-1430**

**Safe Schools/Healthy Students State Planning, Local Education Agency, Local
Community Cooperative Agreements**

FY 2013

SPECIAL CONDITIONS OF AWARD - Applies to all grants

By December 1, 2013, the grantees must submit:

1. A behavioral health disparities impact statement that includes all sub-populations in the proposed geographic regions:

Disparities impact statements must outline the population/s of focus that will be involved in the project and the unduplicated number of individuals who are expected to receive services. The disparities impact statement should be consistent with information in your application regarding access, service use and outcomes for the program. The disparities impact statement may be developed as a narrative or table (see example below).

Disparity Impact Statement Examples: The access, service use and outcomes of the sub-populations listed in the table below are expected to be addressed through the implementation of [insert project name].

Direct Services: Number to be served:					
<i>By Race/Ethnicity</i>					
African American					
American Indian/Alaska Native					
Asian					
Caucasian					
Non-White Hispanic					
Native Hawaiian/Other Pacific Islander					
Two or more Races					
<i>By Gender</i>					
Female					
Male					
<i>By LGBT Status</i>					

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2. A plan of how you will use your data for outcomes regarding race, ethnicity and LGBT status, including processes or programmatic adjustments to address identified issues, across the following domains:

- a. Data collection activities.
- b. Program services and activities development and implementation.
- c. Data reporting, including access, use and outcomes measures.

The grantees may refer to the HHS published final standards for data collection on race, ethnicity, sex, primary language and disability status, as required by Section 4302 of the Affordable Care Act in October 2011,

<http://www.minorityhealth.hhs.gov/templates/browse.aspx?lvl=2&lvlid=208>.

3. A plan for the development and implementation of policies and procedures to ensure adherence to the Enhanced Culturally and Linguistically Appropriate Services (CLAS) Standards and the provision of effective care and services that are responsive to:
- a. Diverse cultural health beliefs and practices;
 - b. Preferred languages;
 - c. Health literacy and other communication needs of all sub-populations within the proposed geographic region.

The SAMHSA GPO will provide additional guidance under separate cover.

Failure to comply with the above stated Special Condition(s) may result in your grant being placed on high-risk, suspension, and/or termination or denial of funding in the future.



State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
State House Annex – 25 Capitol Street
Concord, New Hampshire 03301

LINDA M. HODGDON
Commissioner
(603) 271-3201

SARA J. WILLINGHAM
Acting Director of Personnel
(603) 271-3261

February 18, 2014

Sheila Miller
Human Resources Coordinator
Department of Education
101 Pleasant St.
Concord, NH 03301

Regarding: Request to establish three (3) full-time temporary positions and one (1) part-time position funded by four-year Substance Abuse and Mental Health Services Administration (SAMSA) grant.

Dear Ms. Miller:

This letter is to confirm that the Division of Personnel supports the creation of an Administrator and three (3) subordinate positions to be located in the Division of Educational Improvement, Bureau of Special Education and funded by the SAMSA grant.

This is preliminary support for funding purposes only. Final approval is contingent on submittal in the NH FIRST system and the completion of a formal review to confirm/determine proper classification.

Thank you.

Very truly yours,

Jennifer J. Elberfeld
Classification & Compensation Administrator

Cc: Sara J. Willingham, Acting Director of Personnel

Experience: Seven years' experience in education, four years of which must have been a management level position involving administrative or supervisory duties concerned with program administration, program planning and evaluation, business management or related management experience.

License/Certification: Eligibility for New Hampshire driver's license or access to transportation for use in statewide travel.

Special Requirements: None

DISCLAIMER STATEMENT: The supplemental job description lists typical examples of work and is not intended to include every job duty and responsibility specific to a position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES:

The above is an accurate reflection of the duties of my position.

Employee Signature

Bureau Administrator's Name & Position #:

Administrator's Signature

Director's Signature

Dept. Approval Name, Title & Position #:

Department Approval

Division of Personnel

Date Reviewed

Santina Thibedeau
Director of Special Education, #30373

Date Reviewed

Date Reviewed

Sheila Miller
Human Resources Administrator

Date Approved

Date Approved

SUPPLEMENTAL JOB DESCRIPTION

Classification: Program Specialist III

Function Code: 7125-056

Position Title: Educational Information Dissemination
Coordinator, Office of Safe Schools and Healthy Children

Date Established: 06-08-05

Position Number:

Date of Last Amendment: 06 20 13

SCOPE OF WORK: To oversee marketing, communication, and outreach campaigns to educate NH communities about behavioral and mental health issues and about the risks for behavioral health problems, including substance abuse as part of the Office of Safe Schools Healthy Children Grant at the NH Department of Education. This position will provide social marketing and related support to three local school systems using the safe schools healthy student model, under the supervision of the NHDOE Safe Schools Healthy Students Project Director. This position will work closely with the Bureau of Behavioral Health, the Bureau of Drug and Alcohol Services, Juvenile Justice Services and other NH organizations. This position does not have supervisory capacity.

ACCOUNTABILITIES:

- Develop and implement marketing and informational advertising campaigns for NHDOE to support local school systems implementation of grants and programs through the Office of Safe Schools Healthy Students and act as a liaison with all grant and program partners to fulfill marketing, communication, and outreach objectives and goals
- Disseminates information within local communities and statewide
- Collect, review, and develop grant and program information, resources, and promising practices for distribution to the public through such media as the NHDOE website, brochures, social media outlets, and meetings and conferences.
- Create, deliver, edit, and optimize marketing materials and social media outreach
- Coordinate flow of information and communication, such as press releases, media relation content, white papers, social media content, brochures, and other mediums of information dissemination
- Other duties as assigned

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with major study in marketing, business, education, management or a related field. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Four years' professional experience in marketing, management, business, education or related field; two years which must be relevant experience in areas of marketing, communication, and outreach; Each additional year of approved work experience may be substituted for one year of required formal education.

Skills & Knowledge: Demonstrated knowledge in marketing strategies and tools; Microsoft Office and other marketing applications; excellent oral and written communication; organizational and multi-tasking skills; presentation skills; Demonstrated proficiency in social marketing strategies and outreach campaigns

Special Requirements: For appointment consideration, applicants must successfully participate in a structured interview measuring possession of knowledge, skills and abilities identified as necessary for satisfactory job performance by this class specification. The structured interview is developed and administered, according to Division of Personnel guidelines, by representatives of the state agency in which the vacancy exists.

DISCLAIMER STATEMENT: The supplemental job description lists typical examples of work and is not intended to include every job duty and responsibility specific to a position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES:

The above is an accurate reflection of the duties of my position.

Employee Signature

Bureau Administrator's Name & Position #:

Administrator's Signature

Director's Signature

Dept. Approval Name, Title & Position #:

Department Approval

Division of Personnel

Date Reviewed

Santina Thibedeau
Director of Special Education, #30373

Date Reviewed

Date Reviewed

Sheila Miller
Human Resources Administrator

Date Approved

Date Approved

SUPPLEMENTAL JOB DESCRIPTION

Classification: Program Assistant II **Function Code:** 7110-056
Position Title: Program Assistant II,
Office of Safe Schools and Healthy Students **Date Established:** 8/15/88
Position Number: 16952 **Date of Last Amendment:** 11/08/07

BASIC PURPOSE: To perform paraprofessional duties in implementing grants and programs related to mental and behavioral health, bullying prevention, school climate and culture, educational programs serving the needs of students with disabilities age 3-21, and HIV and AIDS at the NH Department of Education, under the Supervision of the Director of the Office of Safe Schools and Healthy Students.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

- Provides administrative supervision over subordinate staff in Local Education Agencies (LEAs) in collecting, maintaining and releasing program information related to grants and programs under the Office of Safe Schools and Healthy Students. Maintains and enters data.
- Provides program guidance to LEAs involved in grants and programs through the Office of Safe Schools and Healthy Students.
- Assists the Director of the Office of Safe Schools and Healthy Students in the planning and coordination of all grant and program activities and in training subordinates.
- Compiles and prepares specialized program information for the Director of the Office of Safe Schools and Healthy Students.
- Assists in the development of operational policies and procedures and alternative work methods to improve the flow of work.
- Ensures the confidentiality policies and procedures of student data and related materials.
- Presents information to clarify policies, procedures, standards, grant goals and objectives, and grant activities as required by federal agencies, state agencies, LEAs and the public.
- Other duties as assigned

MINIMUM QUALIFICATIONS:

Education: Associate's degree from a recognized college or technical institute with major study in business, education, management, data management, marketing or a related field. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Three years of experience in education, business, management, data management, marketing or related field with responsibility for providing program information to others. Each additional year of approved work experience may be substituted for one year of required formal education.

License/Certification: None required.

SPECIAL REQUIREMENTS:

For appointment consideration, Program Assistant II applicants must successfully participate in a structured interview measuring possession of knowledge, skills and abilities identified as necessary for satisfactory job performance by this class specification.

DISCLAIMER STATEMENT:

The supplemental job description lists typical examples of work and is not intended to include every job duty and responsibility specific to a position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES:

Employee Signature

Date Reviewed

Bureau Administrator's Name & Position #:

McKenzie Harrington-Bacote
Director of Safe Schools & Healthy Students,

Administrator's Signature

Date Reviewed

Director's Signature

Date Reviewed

Dept. Approval Name, Title & Position #:

Sheila Miller
Human Resources Administrator

Department Approval

Date Approved

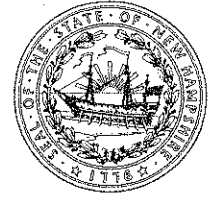
Division of Personnel

Date Approved



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CULTURAL RESOURCES

Division of Arts, Division of Historical Resources,
Division of Libraries, Film and Television Office
Office of Curatorial Services
*American Canadian French Cultural Exchange Commission,
Administratively Attached*



February 21, 2014

Van McLeod, Commissioner

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Her Excellency Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a VI, authorize the Department of Cultural Resources, Division of Historical Resources, to accept and expend funds from the State of New Hampshire Department of Transportation in the amount of \$114,625.00 for the preparation of a National Register Nomination for the Downtown Historic District, effective upon Fiscal Committee and Governor and Council approval through June 30, 2015.
Source of funds is 100% Other funds
2. Pursuant to RSA 124:15, authorize the Department of Cultural Resources, Division of Historical Resources to establish an object class 046 Consultants in Account No. 01-34-34-3420-89050000 for the period of Fiscal Committee and Governor and Council approval through June 30, 2015.

Department of Cultural Resources
Division of Historical Resources
National Register Nominations
01-34-34-3420-89050000

<u>Class</u>	<u>Description</u>	<u>FY 2014</u>	<u>FY 2015</u>
046	Consultants	0.00	102,375.00
050	Personal Services	8,129.00	3,252.00
060	Benefits	621.00	248.00
	Total	<u>8,750.00</u>	<u>105,875.00</u>
002-403509	Transfer from DOT	8,750.00	105,875.00

EXPLANATION

In 2011, NHDOT began the process of replacing the Memorial Bridge between Portsmouth, NH and Kittery ME. One required aspect of its removal was completion of all required federal environmental planning and documentation, including Section 106 of the National Historic Preservation Act (NHPA), ensuring that appropriate mitigation was included in the project to offset the loss of the former Memorial Bridge. The mitigation included providing DHR with funding in an amount not to exceed \$175,000 to prepare a National Register nomination for the Portsmouth Downtown Historic District. It was agreed by the signatories of the project's Memorandum of Agreement- NHDOT, Maine DOT, DHR, Maine Historic Preservation Commission and the Federal Highway Administration- that DHR was best suited and uniquely qualified to administer this work effort. The Department of Transportation and the Division of Historical Resources entered into a Memorandum of Understanding (MOU) approved by Governor and Council December 20, 2014 #94. This action will allow the Division of Historical Resources to complete the tasks of the Memorandum of Understanding and select- a qualified 36 CFR 61 consultant to complete the nomination.

The City of Portsmouth contains a large number of historic resources. While a downtown historic district in Portsmouth has been recognized for years as National Register-eligible by federal and state agencies, a formal nomination will compile numerous previous historical surveys and must be completed and approved in order for official National Register status to be given. National Register nominations can help property owners better advocate and care for their properties and bolster community pride and heritage tourism. The information in a nomination can also be used for educational programming and in community planning and development. Listing also pre-qualifies a property for preservation grant programs such as the Land and Community Heritage Investment Program or the Conservation License Plate Program. Commercial rehabilitations that meet preservation standards of properties listed on the National Register are potentially eligible for a 20% federal tax credit. Listed properties are also identified early in the planning process for federally funded, licensed or permitted projects, as well as some state-assisted projects, reducing project costs and review time.

Class 046-Funds will be used to hire consultants that meet the requirements of NPS Code of Federal Regulations, 36 CFR 61

Class 050-Partial costs of current DHR employee

Class 060-Benefits associated with part-time salaries, 7.65%

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

1. List of personnel involved: There are no new part-time positions. Administrative support will be provided by current DHR staff. Contracts for Consultants will be competitively bid and brought before Governor and Executive Council for approval.
2. Nature, need and duration: The DHR's Special Programs & Compliance Specialist will administer this project, among other assigned duties. Her responsibilities include publishing the Request for Proposals, working with the public and the selected consultant, record keeping, and assuring that the final product is complete and meets standards. Consultants will work within the defined time period as specific in the Request for Proposals. The Division of Historical Resources final product is due December 1, 2016; financials and final reporting in early 2017.

3. Relationship to existing agency program: This program is part of the services that the Division of Historical Resources offers to the citizens of New Hampshire in partnership with the National Park service
4. Has a similar program been requested of the legislature and denied? A program of this nature has not been requested of the legislature
5. Why wasn't funding included in the agency's budget request? The Memorandum of Understanding approval by Governor and Council on December 20, 2013 #94 occurred after the submission of the Fiscal Year 2014/2015 state budget
6. Can portions of the grant funds be utilized? 100% of other funds can be used to fund the personnel costs and all program costs associated with this request.
7. Estimate the funds required to continue this position(s). This position will continue to be funded with the federal funds we receive from the National Park Service. The Consultant costs will terminate upon completion of the nomination.

FISCAL SITUATION

Appropriation	175,000.00
FY 2014 Requested Appropriation	\$8,750.00
FY 2015 Requested Appropriation	\$105,875.00
Anticipated FY 2016 Agency Budget Request	\$55,375.00
Anticipated FY 2017 Agency Budget Request	<u>\$5,000.00</u>
 Total Appropriations	 \$175,000.00

In the event other funds are no longer available, general funds will not be requested to support the position. Attached is a copy of the approved Memorandum of Understanding.

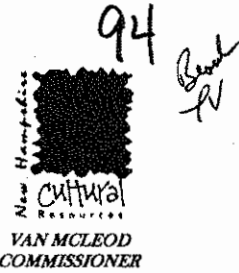
Respectfully submitted,



Van McLeod
Commissioner



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION
AND
DEPARTMENT OF CULTURAL RESOURCES



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

Department of Transportation
Bureau of Environment
November 12, 2013

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

Sole Source

REQUESTED ACTION

Authorize the Department of Transportation (DOT), Bureau of Environment, to enter into a **SOLE SOURCE** Memorandum of Understanding (MOU) with the Department of Cultural Resources, Division of Historical Resources (DHR) (Vendor #177886) in an amount not to exceed \$175,000, for preparation of a National Register Nomination for the Portsmouth Downtown Historic District, effective upon Governor and Council approval, through December 31, 2016. 100% Federal Funds (NH's share).

Funding is available as follows for FY 2014 and FY 2015, and is contingent upon the availability and continued appropriation of funds in FY 2016 and FY 2017:

	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>
04-96-96-963515-3054 Consolidated Federal Aid				
400-500870 Highway Contract Payments	\$50,000	\$65,000	\$55,000	\$5,000

EXPLANATION

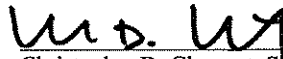
This item is sole source as stipulation #4 of a Memorandum of Agreement (MOA) for mitigation associated with replacement of the Memorial Bridge. In 2011, DOT began the process of replacing the Memorial Bridge between Portsmouth, NH and Kittery, ME. One required aspect to its removal was completion of all required federal environmental planning and documentation, including Section 106 of the National Historic Preservation Act (NHPA), ensuring that appropriate mitigation was included in the project to offset the loss of the former Memorial Bridge. The mitigation included providing DHR with funding in an amount not to exceed \$175,000 to prepare a National Register Nomination for the Portsmouth Downtown Historic District (*attached*). It was agreed by the signatories of the MOA - DOT, Maine Department of Transportation, DHR, Maine Historic Preservation Commission, and the Federal Highway Administration - that DHR was best suited and uniquely qualified to administer this work effort.

The nomination for the Portsmouth Downtown Historic District will define boundaries for a Portsmouth Historic District, which will provide an excellent planning tool for future projects in the area, while also reducing project planning costs for those projects, since required up-front surveys would have already been completed. In addition, interested property owners could realize potential voluntary incentives to maintaining the historic character of the downtown.


The project costs for the Memorial Bridge project is shared equally, 50% by the New Hampshire Department of Transportation and 50% reimbursement by the Maine Department of Transportation. Attached is a copy of the MOA between DOT and MaineDOT that was approved at the March 16, 2011 Governor and Council Meeting (Item #146), which outlines the funding breakdown. The New Hampshire share of this contract's funding is 80% Federal funds with 20% State match. Turnpike toll credit is being utilized for New Hampshire's match requirement, effectively using 100% federal funds.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.
Commissioner
Department of Transportation



Van McLeod
Commissioner
Department of Cultural Resources

CDC:VM/ktn

Attachments

STATE OF NH
DEPT OF JUSTICE
2013 NOV 20 AM 10:35

Portsmouth, NH-Kittery, ME
13678F
Fed #A000(911)
[Memorial Bridge Replacement]

MEMORANDUM OF UNDERSTANDING
Between the
NH DEPARTMENT OF TRANSPORTATION
And the
NH DIVISION OF HISTORICAL RESOURCES

WHEREAS, the NH Division of the Federal Highway Administration and the Maine Division of the Federal Highway Administration (FHWA) concurred with the NH Department of Transportation (NHDOT), Maine Department of Transportation (MaineDOT), NH Division of Historical Resources State Historic Preservation Office (NHSHP) and Maine State Historic Preservation Office (MESHPO) through a March 4, 2011 Finding of Adverse Effect Memorandum that the replacement of all spans of the 1923 Memorial Bridge that carried US Route 1 over the Piscataqua River between Portsmouth, NH and Kittery, Maine resulted in a Section 106 finding of Adverse Effect under the National Historic Preservation Act (16 U.S.C. 470f) to the Portsmouth, NH-Kittery, A000(911), 13678F Project (herein referenced as "Project"); and

WHEREAS, the FHWA in consultation with the NHDOT, MaineDOT, NHSHP and MESHPO and pursuant to regulations (36 CFR Part 800) implementing Section 106 of the National Historic Preservation Act (16 U.S.C. 470f) have signed a Memorandum of Agreement, dated March 15, 2011 (herein referenced as "2011-MOA") outlining mitigation measures to be undertaken; and

WHEREAS, the signatories of the 2011-MOA have agreed that the preparation of a nomination to the National Register of Historic Places (hereinafter called the "Nomination") for the Portsmouth Downtown Historic District is an appropriate mitigation measure for the adverse effects presented by the Memorial Bridge project; and

WHEREAS, as a signatory to the MOA, the NHSHP has agreed to coordinate the preparation of this Nomination given its experience with the National Register of Historic Places Program; and

WHEREAS, the FHWA and NHDOT, as the project lead, have agreed to provide Project funding up to, but not to exceed, \$175,000 to NHSHP for the completion of this mitigation stipulation;

NOW, THEREFORE, NHDOT and NHSHP agree that the Nomination will adhere to the following:

Stipulations

The Nomination objective and process is to:

- Compile sufficient research and fieldwork within the study area to identify historic properties (i.e. contributing and non-contributing to historic district);
- Formally delineate the Portsmouth Downtown Historic District boundary line and period of significance;
- Prepare the Nomination, including mapping and photography, to the standards and guidance of the National Park Service and the NHSHP;
- Undertake Public Outreach to inform property owners within the District and Portsmouth City Officials how a National Register Nomination is developed and how nomination/listing will, and will not, impact and benefit the community; and
- Provide benefits and information to property owners, the City of Portsmouth, and various other entities, such as recognition, tax credit and grant opportunities, and information that can be used for fundraising, advocacy, and planning purposes.

For the purposes of this MOU, NHDOT and NHSHPD agree to cooperate as follows:

1. The NHDOT agrees to:
 - a. Prepare and submit all needed documentation for approval by the Governor and Executive Council to establish this project.
 - b. Authorize Project funding up to, but not to exceed, \$175,000 for the NHSHPD to have completed the Portsmouth Downtown National Register Historic District Nomination;
 - c. Reimburse NHSHPD for administrative and certified consultant costs up to the amount in Section 'b' above.
 - d. Provide support, if needed, for the NHSHPD at public meetings to assist the public's understanding of the relationship between the Nomination and the Memorial Bridge transportation project.

2. The NHSHPD agrees to:
 - a. Develop a Scope of Services and Request for Proposals (RFP) and select and contract with a qualified consultant (36 CFR 61) to complete the Nomination;
 - b. Seek reimbursement from NHDOT, not to exceed \$175,000, for the demonstrated costs to prepare the Nomination;
 - c. Agree that the selection process shall be based upon qualification based, low-bid determination;
 - d. Obtain Governor and Executive Council approval to enter into contract with consultant to complete the Portsmouth Downtown Historic District National Register Nomination;
 - e. Provide administrative support for the consultant contract, including administrative management of consultant invoices and processing payments;
 - i. Consultant invoicing shall be billed no more than on a quarterly schedule base, unless approved by NHDOT based upon consultant schedule and progress;
 - f. Oversee and approve all products developed by the consultant including:
 - i. Assessment of methodologies;
 - ii. Draft and final product reviews;
 - g. Provide a series of public meetings where interested citizens can learn more about the project and, as appropriate, participate in it.
 - h. Provide quarterly financial updates to NHDOT and FHWA for TIGER Grant reporting; and
 - i. Make available all nomination documentation, as may be requested, for State and Federal auditing as may be necessary.

3. The NHDOT and NHSHPD agree to the following deliverable/schedule for the completion of the Nomination:
 - a. National Register Nomination for the Portsmouth Downtown Historic District
 - b. December 2016

Termination of any paragraph, part, or section of this Agreement per the conditions described herein shall not be interpreted as termination of the entire Agreement. The period of this Agreement shall be from the date of Governor and Executive Council approval through December 31, 2016.

In WITNESS WHEREOF, the respective parties have hereunto set their hands on the dates indicated.

Christopher D. Clement, Sr.
Christopher D. Clement, Sr.
Department of Transportation

11/5/2013
Date

Elizabeth H. Muzzey
Elizabeth H. Muzzey
Division of Historical Resources
State Historic Preservation Office

11/5/13
Date

John J. Conforti
Print Name: John J. Conforti
Office of Attorney General

11/21/13
Date

SECRETARY OF STATE

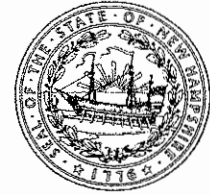
I hereby certify that the foregoing contract was approved by the Governor and Executive Council of the State of New Hampshire at there meeting on _____

Signed _____



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CULTURAL RESOURCES

Division of Arts, Division of Historical Resources,
Division of Libraries, Film and Television Office
Office of Curatorial Services
*American Canadian French Cultural Exchange Commission,
Administratively Attached*



February 21, 2014

Van McLeod, Commissioner

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Her Excellency Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a VI, authorize the Department of Cultural Resources, Division of Historical Resources, to accept and expend a grant from the National Park Service (NPS) in the amount of \$697,919.00 for the stabilization and repair of historic properties damaged by Hurricane Sandy and for planning projects that will better prepare historical properties for future natural disasters. This action is effective upon Fiscal Committee and Governor and Council approval through June 30, 2015. Source of funds is 100% Federal Funds
2. Pursuant to RSA 124:15, authorize the Department of Cultural Resources, Division of Historical Resources to establish an object class 050 (Part-time Temporary) position for one (1) Grants Program Coordinator (Labor Grade 23) and two (2) Program Specialists I (Labor Grade 19) in Account No. 01-34-34-3420-89060000 for the period of Fiscal Committee and Governor and Council approval through June 30, 2015.

Department of Cultural Resources
Division of Historical Resources
Recovery Grant
01-34-34-3420-89060000

<u>Class</u>	<u>Description</u>	<u>FY 2014</u>	<u>FY 2015</u>
020	Current Expense	200.00	2,000.00
030	Equipment	11,801.00	784.00
038	Desktop software	6,310.00	460.00
039	Telecommunications	200.00	850.00
040	Indirect Costs	1,000.00	4,000.00
041	Audit fund set aside	106.00	592.00
050	Personel Svc Temp	22,908.00	69,402.00
060	Benefits	1,752.00	5,309.00
070	In State Travel	500.00	1,000.00
072	Grants Federal	0.00	452,000.00
102	Cntracts Prog Svcs	61,000.00	55,745.00
	Total	<u>105,777.00</u>	<u>592,142.00</u>
000-403510	Federal Funds	105,777.00	592,142.00

EXPLANATION

The Division of Historical Resources applied for and received a grant from the National Park Service for the stabilization and repair of historic properties damaged by Hurricane Sandy and for planning projects that will better prepare historical properties for future natural disasters. This grant will allow business and public facilities to repair and maintain historic properties, which will in turn help revive businesses, and recharge local economies and encourage tourism.

Expenditure of this federal appropriation is limited to the counties in New Hampshire that received public assistance from FEMA following Hurricane Sandy: Belknap, Carroll, Coos, Grafton, Rockingham and Sullivan. As mandated by the National Park Service, the first priority for granting funds is to projects that repair historical properties that were damaged by Hurricane Sandy. Funds may be used to:

- Create a Geographic Information System (GIS) that will allow the Division of Historical Resources to accurately relay the location and significance of historical properties to the public, both during disaster planning and after a disaster occurs.
- Provide technical assistance to owners of properties listed in, or considered eligible for, the National Register of Historic Places, including such activities as writing disaster plans, updating historical surveys, nominating properties to the National Register, and other disaster-related educational programs and outreach.
- Help with architectural/engineering plans and specifications, economic feasibility studies, damage assessments and survey and recordation of hurricane-damaged properties.

The following appropriation authority is being requested for Fiscal Year 2014 and 2015:

Class 020-Current Expense funds are required to provide general supplies in support of this grant.

Class 030-Equipment purchases of computers, scanners, camera and GPS required to fulfill the objective of the grant

Class 038-Software purchases (ArcGIS, Adobe, GPS software) to fulfill the objective of the grant

Class 039- Telecommunication charges for grant

Class 040- Indirect portion for share of grant

Class 041- Audit set-aside Funds required for audit costs associated with grant

Class 050- Part time costs for up to three employees

Class 060- Benefits associated with part-time salaries, 7.65%

Class-070- In-state travel funds required for site visits associated with grant.

Class-072- Sub-grants to recipients meeting grant requirements.

Class 102- Contracts for Program Services including scanning services, secure GIS webviewer and training

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

1. List of personnel involved: These are new part-time positions. These positions will not be eligible for benefits. Job descriptions for this personnel classification are attached.
2. Nature, need and duration: This Grants Program Coordinator will manage the Recovery Grant, completing all federal reporting, maintaining grant records and assisting grant applicants and recipients. The Program Specialists will assist DHR staff in the creation of the Historic Properties GIS, including rectifying locational information, updating resource files, and preparing procedural manuals.
3. Relationship to existing agency program: This program is part of the services that the Division of Historical Resources/State Historic Preservation Office offers to the citizens of New Hampshire in partnership with the National Park Service.
4. Has a similar program been requested of the legislature and denied. A program of this nature has not been requested of the legislature.
5. Why wasn't funding included in the agency's budget request? The January 9, 2014 notification of the federal governments funding of this grant occurred after the submission of the Fiscal Year 2014/2015 state budget.
6. Can portions of the grant funds be utilized. 100% of federal grant funds can be used to fund the personnel costs and all program costs associated with this request.
7. Estimate the funds required to continue this position(s). There will be no costs to the State of New Hampshire associated with these positions as all will terminate at the end of the grant program.

	<u>FISCAL SITUATION</u>
National Park Service Appropriation	\$803,390.00
FY 2014 Requested Appropriation	105,777.00
FY 2015 Requested Appropriation	\$592,142.00
Anticipated FY 2016 Agency Budget Request	<u>\$105,471.00</u>
Total Appropriations	\$803,390.00

In the event Federal funds are no longer available, general funds will not be requested to support the position. Attached is a copy of the current grant award.

Respectfully submitted,



Van McLeod
Commissioner

Grant and Cooperative Agreement

CHOOSE ONE:

- COOPERATIVE AGREEMENT
 GRANT

CHOOSE ONE: EDUCATION FACILITIES RESEARCH SDCR TRAINING

1. GRANT/COOPERATIVE AGREEMENT NUMBER
P14AP00013

2. SUPPLEMENT NUMBER

3. EFFECTIVE DATE
01/09/2014

4. COMPLETION DATE
09/30/2015

5. ISSUED TO
NAME/ADDRESS OF RECIPIENT (No., Street, City/County, State, Zip)
CULTURAL RESOURCES, NEW HAMPSHIRE D
Attn: ATTN GOVERNMENT POC
20 PARK STREET
CONCORD NH 03301-6316

6. ISSUED BY NPS, Historic Preservation Grants D
Mailing Address: 1201 I Street NW
Org. Code 2256
Washington DC 20005

7. TAXPAYER IDENTIFICATION NO. (TIN)

9. PRINCIPAL INVESTIGATOR/ORGANIZATION'S PROJECT OR PROGRAM MGR. (Name & Phone)
Elizabeth Muzzey

8. COMMERCIAL & GOVERNMENT ENTITY (CAGE) NO.

603-271-8850, elizabeth.muzzey@dcr.nh.gov

10. RESEARCH, PROJECT OR PROGRAM TITLE
HPF Emergency Supplemental Sandy Relief - New Hampshire

11. PURPOSE

12. PERIOD OF PERFORMANCE (Approximately)

12/01/2013 through 09/30/2015

13A.	AWARD HISTORY	13B.	FUNDING HISTORY
PREVIOUS	\$0.00	PREVIOUS	\$0.00
THIS ACTION	\$803,390.00	THIS ACTION	\$803,390.00
CASH SHARE	\$803,390.00	TOTAL	\$803,390.00
NON-CASH SHARE	\$0.00		
RECIPIENT SHARE	\$0.00		
TOTAL	\$803,390.00		

14. ACCOUNTING AND APPROPRIATION DATA

01

PURCHASE REQUEST NO.	JOB ORDER NO.	AMOUNT	STATUS
0020039355			

15. POINTS OF CONTACT

	NAME	MAIL STOP	TELEPHONE	E-MAIL ADDRESS
TECHNICAL OFFICER				
NEGOTIATOR				
ADMINISTRATOR				
PAYMENTS				

16. THIS AWARD IS MADE UNDER THE AUTHORITY OF:

P.L. 113-2

17. APPLICABLE STATEMENT(S), IF CHECKED:

- NO CHANGE IS MADE TO EXISTING PROVISIONS
 FDP TERMS AND CONDITIONS AND THE AGENCY-SPECIFIC REQUIREMENTS APPLY TO THIS GRANT

UNITED STATES OF AMERICA

18. APPLICABLE ENCLOSURE(S), IF CHECKED:

- PROVISIONS SPECIAL CONDITIONS
 REQUIRED PUBLICATIONS AND REPORTS

COOPERATIVE AGREEMENT RECIPIENT

CONTRACTING/GRANT OFFICER

JAMES TUCKER

DATE

1/13/14

AUTHORIZED REPRESENTATIVE

[Signature]

DATE

Grant and Cooperative Agreement

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT PRICE (E)	AMOUNT (F)
00010	<p>CFDA Number: 15.957 DUNS Number: 808590178+0000 Suggested Vendor: Suggested Grants Specialist: Header Text: New Hampshire Division of Historical Resources - Sandy Relief Historic Preservation Fund. POC: Hampton Tucker @(202) 354-2067. email address: hampton_tucker@nps.gov Delivery: 09/30/2020 Delivery Location Code: 0009060784 NPS, Historic Preservation Grants 1201 I Street NW Washington DC 20005 US</p> <p>Account Assignment: K G/L Account: 6100.411G0 Business Area: P000 Commitment Item: 411G00 Cost Center: PPWOCRGRNH Functional Area: EHH00HHHS.GR0000 Fund: 135P1046HS Fund Center: PPWOCRGRNH Project/WBS: PX.GCRGRHSNH.00.1 PR Acct Assign Line: 01 Period of Performance: 12/01/2013 to 09/30/2015</p> <p>NH Div. of Hist. Res. - Sandy Relief HPF Obligated Amount: \$803,390.00 IT Approval Num: N</p> <p>The total amount of award: \$803,390.00. The obligation for this award is \$803,390.00.</p>				803,390.00



State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
State House Annex – 25 Capitol Street
Concord, New Hampshire 03301

LINDA M. HODGDON
Commissioner
(603) 271-3201

SARA J. WILLINGHAM
Acting Director of Personnel
(603) 271-3261

February 25, 2014

Van McLeod, Commissioner
Department of Cultural Resources
20 Park St.
Concord, NH 03301-6314

Regarding: Request to establish three (3) part-time temporary positions funded by a National Park Service (NPS) grant through June 30, 2015.

Dear Commissioner McLeod:

This letter is to confirm that the Division of Personnel supports the creation of one (1) temporary part-time Grants Program Coordinator, labor grade 23 and two (2) temporary part-time Program Specialist Is, labor grade 19, to be located in a new Recovery Services unit located in the Division of Historical Resources, State Historic Preservation Office. These positions would be funded by a National Park Service grant for the stabilization and repair of historic properties damaged by Hurricane Sandy and for planning projects that will better prepare historical properties for future natural disasters.

This is preliminary support for funding purposes only. Final approval is contingent on submittal in the NH FIRST system and the completion of a formal review to confirm/determine proper classification.

Thank you.

Very truly yours,

Jennifer J. Elberfeld
Classification & Compensation Administrator

Cc: Sara J. Willingham, Acting Director of Personnel

SUPPLEMENTAL JOB DESCRIPTION

Classification: Grants Program Coordinator

Function Code: 4865-034

Position Title: Grants Coordinator

Date Established: 06/18/81

Position Number: 9-temp

Date of Last Amendment : 02/24/14

BASIC PURPOSE: To plan and coordinate the development and implementation of grant programs relating to disaster planning and recovery in order to meet the goals of the State of New Hampshire and the Division of Historical Resources for preserving historical and archaeological resources.

CHARACTERISTIC DUTIES & RESPONSIBILITIES:

- Create, coordinate, and disseminate information about the Division's disaster planning and recovery grant program, including grant applications, manuals, guidance, instructions and web-based information.
- Serve as the division's primary point of contact for the disaster planning and recovery grant program, effectively communicating with the public, applicants, grant committees, staff reviewers, the National Park Service and other public agencies. Assist the Department's Public Information Officer and Division Director in promoting the disaster planning & recovery grant program.
- Maintain records and documentation for the disaster planning and recovery grant program, in accordance with all applicable state and federal requirements and policies.
- Review grant applications for completeness and manage the grant selection process and review panels in a manner that meets all applicable federal and state standards and assures fairness, transparency, integrity and consistency in the disaster planning and recovery grant program.
- Prepare application packages for submission to and approval by Governor & Council and maintain pertinent records and documentation.
- Create and ensure compliance with all grant contracts, agreements and requirements, as specified by the federal government and the State of New Hampshire. Provide assistance to subgrantees throughout the grant period.
- Prepare and monitor federal and other grant applications, project notifications, and all reporting relating to disaster planning and recovery for the Division.
- Act as liaison between the Division, the National Park Service, the Department's Business Office, the federal government and other grant related entities.
- Serve on department and state working groups, committees and councils, as requested.
- Provide information and assistance to individuals, municipalities, agencies and organizations with questions on preservation-related grant funding opportunities.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with major study in historic preservation, history, archaeology, anthropology, museum studies, non-profit or public administration, or a closely related field. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Three years of experience in a historical or cultural institution, grants agency, or public or non-profit agency, one year of which must have been associated with historic preservation, museum studies, architectural history, archaeology or anthropology. Each additional year of approved work experience may be substituted for one year of required formal education.

Special Requirements: Knowledge of and successful experience in interpreting and applying established principles, standards and practices of public administration and governmental procedures. Ability to develop, implement and evaluate grant-related policies, procedures and documentation. Ability to communicate effectively and establish and maintain effective working relationships with co-workers, public agencies, professional contractors and consultants, and the public. Must be willing to maintain an appearance appropriate to assigned duties and responsibilities as determined by the Division.

License/Certification: Must be eligible to hold a New Hampshire driver's license and have access to transportation for use in extensive statewide travel.

DISCLAIMER STATEMENT: The supplemental job description lists typical examples of work and is not intended to include every job duty and responsibility specific to this position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES:

I have reviewed the content of the above job description with my supervisor.

Employee's Name and Signature

Date Reviewed

Supervisor's Name and Title: Elizabeth Muzzey, Director, State Historic Preservation Officer

I have discussed the work responsibilities outlined by this job description with the above employee(s).

Supervisor's Signature

Date Reviewed

Division of Personnel

Date Approved

SUPPLEMENTAL JOB DESCRIPTION

Classification: Program Specialist I **Function Code:** 7123-034
Position Title: Records Specialist **Date Established:** 05/07/07
Position Number: 9-temp **Date of Last Amendment:** 02/21/2014
IN-HOUSE LOCATION: Historical Resources

BASIC PURPOSES: To provide technical support to Division staff in the creation, implementation and ongoing management of a Geographic Information System (GIS) and other digital records on historical properties in New Hampshire. To research, develop and prepare relevant policies, procedures, manuals and/or general guidance on the use and ongoing management of the historical properties GIS and other digital records at the Division, in collaboration with appropriate DHR staff.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

- Assist the Cultural Resources Records Coordinator and other appropriate staff to review and organize survey files, reports and other historical property written records and photographs for conversion to digital formats and secure backup.
- Assist the Cultural Resources Records Coordinator and other appropriate staff in rectifying locational information and updating other data on known historical properties in the state, using a variety of methods and sources in the office, online and in the field.
- Assist contractors hired by the division to scan historical records, update databases and create a historical properties GIS, serving as a liaison to resolve minor issues and forwarding larger issues to appropriate staff as needed.
- Research, develop and prepare policies, procedures and general guidance on the ongoing management of the historical properties GIS and other digital records for in-house use.
- Research, develop and prepare policies, procedures and general guidance on the public's use and access to digital historical properties records at the Division, in conformance with applicable state and federal laws that protect sensitive archaeological resources.
- Respond to agency staff on questions or issues regarding the management and use of digital records at the division, in order to provide continuity between these resources and other program needs and goals at the division.
- Assist DHR staff and the department's Public Information Officer in promoting the use of the division's historical properties GIS through programming, web information and outreach efforts.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with major study in historical preservation, architectural history, archaeology, anthropology, history, archival studies, or a closely related field. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Two years of professional or paraprofessional experience in the historic preservation, architectural history, archaeology, history, anthropology or a closely related field, with responsibility for organizing and maintaining digital records, databases and/or a geographic information system. Each additional year of approved work experience may be substituted for one year of required formal education.

Special Requirements: Demonstrated ability to organize and manage large amounts of complex data with high levels of accuracy and consistency in a busy office environment. Ability to explain and produce written guidance on technical issues in a simple and understandable manner. Ability to develop and prepare project-related policies, procedures and documentation. Working knowledge of Access and ArcGIS. Ability to communicate effectively and establish and maintain effective working relationships with co-workers, public agencies, professional contractors and consultants, and the public. Must be willing to maintain an appearance appropriate to assigned duties and responsibilities as determined by the Division.

License/Certification: Must be eligible to hold a New Hampshire driver's license and have access to transportation for use in extensive statewide travel.

DISCLAIMER STATEMENT: The supplemental job description lists typical examples of work and is not intended to include every job duty and responsibility specific to this position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES:

I have reviewed the content of the above job description with my supervisor.

Employee's Signature

Date Reviewed

Supervisor's Name and Title: Elizabeth Muzzey Director

I have discussed the work responsibilities outlined by this job description with the above employee.

Supervisor's Signature

Date Reviewed

Division of Personnel

Date Approved



State of New Hampshire

DEPARTMENT OF SAFETY
 OFFICE OF THE COMMISSIONER
 33 HAZEN DR. CONCORD, NH 03305
 603/271-2791

JOHN J. BARTHELMES
 COMMISSIONER

February 24, 2014

The Honorable Mary Jane Wallner, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

Requested Action

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Safety, Division of State Police, to accept and expend a grant from the NH Department of Justice for the purpose of establishing a Statewide Automated Victim Information and Notification Program (SAVIN) in the amount of \$955,095.00. Effective upon Fiscal Committee and Governor and Council approvals through September 30, 2014. Funding Source: 100% Agency Income.

2. Pursuant to RSA 124:15, authorize the Department of Safety, Division of State Police, to establish class 046 consultant positions for the purpose of establishing a Statewide Automated Victim Information and Notification Program (SAVIN). Effective upon Fiscal Committee and Governor and Council approvals through September 30, 2014. Funding Source: 100% Agency Income.

Funds are to be budgeted in the account titled:

02-23-23-234010-12440000 Dept. of Safety – Division of State Police – SAVIN Program
 RSRC: 407085
 Amount: \$955,095.00

<u>Class</u>	<u>Description</u>	<u>Current Appropriation</u>	<u>Requested Action</u>	<u>Revised Appropriation</u>
009-407085	Agency Income	\$ -	\$ (955,095.00)	\$ (955,095.00)
040-500800	Indirect Cost	\$ -	\$ 90,207.00	\$ 90,207.00
046-500465	Consultants	\$ -	\$ 864,888.00	\$ 864,888.00
	Total	\$ -	\$ 955,095.00	\$ 955,095.00

Explanation

The SAVIN Program grant will be used to fund the construction and implementation of a subscription notification service component to the NH Department of Safety's established criminal information sharing system, J-ONE. The system is scheduled to connect to the state prison, the courts, and the county jails, and will be designed to allow for future inclusion of all police departments, county attorneys, and other agencies of the state's criminal justice system, including those needing substantial technological updates to become compatible with J-ONE.

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
February 24, 2014
Page 2 of 2

The program's dual purpose is the prevention of crime and the realization of victim's rights under the state statute NHRSA 21-M:8-k, Rights of Crime Victims. The program will lay the foundation for real-time notification to victims whose offenders are involved in the criminal justice system at any and all points, from arrest and court events through release from custody and probation and parole hearing.

The funds are to be budgeted as follows:

Funds in class 040 are needed to pay indirect costs to Administrative Services on all eligible expenses.

Funds in class 041 are not appropriated because the department that receives the Federal grant from the federal granting agency is responsible for paying the audit fund set aside.


The funds in class 046 are needed for purpose of supporting the development of the SAVIN automated victim notification system.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

- 1) List of personnel involved: *Temporary consultants.*
- 2) Nature, Need, and Duration: *The temporary consultants will provide for the increased needs for subject matter experts beyond the limited resources of in-house personnel in the development of the SAVIN automated victim notification system.*
- 3) Relationship to existing agency programs: *Expands the capacity to achieve missions within the Division of State Police and other projects directly related to the particular project.*
- 4) Has a similar program been requested of the legislature and denied? *No.*
- 5) Why wasn't funding included in the agency's budget request? *It was unclear at that time that there would be a potential need for consultants to complete these tasks.*
- 6) Can portions of the grant funds be utilized? *This request is 100% federally funded.*
- 7) Estimate the funds required to continue this position(s): *The temporary consulting positions are estimated at \$954,140.00.*

In the event that Agency Income becomes no longer available General and/or Highway funds will not be requested to support this program.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety

STATE OF NEW HAMPSHIRE
DEPARTMENT OF JUSTICE
GRANT AWARD

Agency Name: NH Department of Safety	Vendor No.: 177878-B001
Program Name: Statewide Automated Victim Notification Prog	Amount: \$ 955,095.00
Grant Start Date: 1/11/2012	State Grant Number: 2012SAV02
Grant End Date: 9/30/2014	Federal Grant Number: 2011-VN-CX-0014
Appropriation No.: 02-20-20-201510-1137-072-0576	

Head of Agency	Project Director	Fiscal Officer
John J. Barthelmes Commissioner 33 Hazen Drive Concord, NH 03301	Keith Lohmann Administrator	Wesley Colby Administrator

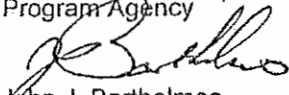
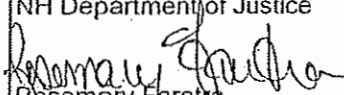
Federal Grant Name: Statewide Automated Victim Notification Program
 Federal Agency: United States Department of Justice
 Bureau/Office: Office of Justice Programs
 CFDA Number: 16.740

Purpose of Grant: Victim Notification
Award End Date Extension

Financial Requirements: See signed Program Conditions and Guidelines.

Match Requirements: Match must be spent on program allowable activities.

Reporting Requirements: Monthly or quarterly Financial reports
Annual performance report and audit
Adherence to State and Federal guidelines and conditions

Approval	Program Agency	NH Department of Justice
Name	 John J. Barthelmes	 Rosemary Faretra
Title	Commissioner 10-22-13	Director of Administration
Date		10-18-13

All terms of this grant award are not valid unless signed by both authorized parties.

TITLE I

THE STATE AND ITS GOVERNMENT

CHAPTER 21-M

DEPARTMENT OF JUSTICE

Section 21-M:8-k

21-M:8-k Rights of Crime Victims. –

I. As used in this section:

(a) "Victim" means a person who suffers direct or threatened physical, emotional, psychological or financial harm as a result of the commission or the attempted commission of a crime. "Victim" also includes the immediate family of any victim who is a minor or who is incompetent, or the immediate family of a homicide victim, or the surviving partner in a civil union.

(b) "Crime" means a violation of a penal law of this state for which the offender, upon conviction, may be punished by imprisonment for more than one year or an offense expressly designated by law to be a felony.

II. To the extent that they can be reasonably guaranteed by the courts and by law enforcement and correctional authorities, and are not inconsistent with the constitutional or statutory rights of the accused, crime victims are entitled to the following rights:

(a) The right to be treated with fairness and respect for their dignity and privacy throughout the criminal justice process.

(b) The right to be informed about the criminal justice process and how it progresses.

(c) The right to be free from intimidation and to be reasonably protected from the accused throughout the criminal justice process.

(d) The right to be notified of all court proceedings.

(e) The right to attend trial and all other court proceedings the accused has the right to attend.

(f) The right to confer with the prosecution and to be consulted about the disposition of the case, including plea bargaining.

(g) The right to have inconveniences associated with participation in the criminal justice process minimized.

(h) The right to be notified if presence in court is not required.

(i) The right to be informed about available resources, financial assistance, and social services.

(j) The right to restitution, as granted under RSA 651:62-67 or any other applicable state law, or victim's compensation, under RSA 21-M:8-h or any other applicable state law, for their losses.

(k) The right to be provided a secure, but not necessarily separate, waiting area during court proceedings.

(l) The right to be advised of case progress and final disposition.

(m) The right of confidentiality of the victim's address, place of employment, and other personal information.

(n) The right to the prompt return of property when no longer needed as evidence.

(o) The right to have input in the probation presentence report impact statement.

(p) The right to appear and make a written or oral victim impact statement at the sentencing of the defendant or, in the case of a plea bargain, prior to any plea bargain agreement. No victim shall be subject to questioning by counsel when giving an impact statement.

(q) The right to be notified of an appeal, an explanation of the appeal process, the time, place and result of the appeal, and the right to attend the appeal hearing.

(r) The right to be notified of, to attend, and to make a written or oral victim impact statement at the

sentence review hearings and sentence reduction hearings. No victim shall be subject to questioning by counsel when giving an impact statement.

(s) The right to be notified of any change of status such as prison release, permanent interstate transfer, or escape, and the date of the parole board hearing, when requested by the victim through the victim advocate.

(t) The right to address or submit a written statement for consideration by the parole board on the defendant's release and to be notified of the decision of the board, when requested by the victim through the victim advocate.

(u) The right to all federal and state constitutional rights guaranteed to all victims of crime on an equal basis, and notwithstanding the provisions of any laws on capital punishment, the right not to be discriminated against or have their rights as a victim denied, diminished, expanded, or enhanced on the basis of the victim's support for, opposition to, or neutrality on the death penalty.

(v) The right to access to restorative justice programs, including victim-initiated victim-offender dialogue programs offered through the department of corrections.

(w) The right to be informed of the filing of a petition for post-conviction DNA testing under RSA 651-D.

II-a. (a) In any case where the victim informs the court that he or she requires assistance in making an oral or written impact statement permitted under this section, the court shall allow the victim to designate a representative to write or speak on the victim's behalf.

(b) The victim's impact statement shall not be limited to the injuries, harm, or damages noted in the information or indictment, but may include all injuries, harm, and damages suffered as a result of the commission or attempted commission of the crime whether or not the injuries, harm, or damages were fully determined or discovered at the time the information or indictment was filed.

III. Nothing in this section shall be construed as creating a cause of action against the state, a county or municipality, or any of their agencies, instrumentalities, or employees. Nothing in this section shall be construed as creating any new cause of action or new remedy or right for a criminal defendant.

Source. 1991, 39:2. 1993, 356:2. 2003, 259:1. 2007, 225:1, 2. 2009, 283:4, 6; 312:1. 2010, 299:4, eff. Sept. 11, 2010.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

February 21, 2014
Bureau of Traffic

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

- I. Pursuant to RSA 14:30-a, VI, authorize the New Hampshire Department of Transportation, Bureau of Traffic, Transportation Management Center to accept and expend revenue from the State of Maine (MaineDOT) in the amount of \$624,755 and the State of Vermont (VTrans) in the amount of \$641,819 to fund their portions of the Advanced Transportation Management System (ATMS)/Traveler Information System (TIS) in accordance with the Memorandum of Understanding (MOU) executed by NHDOT, MaineDOT and VTrans effective upon Fiscal Committee and Governor and Council approval through June 30, 2015. 100% Private Local Funds.
- II. Pursuant to RSA 124:15, I, authorize the New Hampshire Department of Transportation to establish consultants for services to develop and operate a regional Advanced Transportation Management System (ATMS)/Traveler Information System (TIS) effective upon the date of Fiscal Committee and Governor and Council approval through June 30, 2015.
- III. Authorize the New Hampshire Department of Transportation, Bureau of Traffic, Transportation Management Center to enter into a Memorandum of Understanding (MOU) with MaineDOT and VTrans to collaboratively procure, design and maintain a Tri-State Advanced Transportation Management System and Traveler Information System to be effective upon Governor and Council approval through June 30, 2015.

	FY 2014			FY 2015		
04-096-096-963515-3054	Current Budget	Requested Change	Revised Budget	Current Budget	Requested Change	Revised Budget
Consolidated Federal						
Expenses:						
018 500106 Overtime	\$190,857	\$0	\$190,857	\$75,000	\$0	\$75,000
020 500200 Current Expense	198,182	0	198,182	48,300	0	48,300
022 500255 Rents-Leases Other than State	28,118	0	28,118	5,000	0	5,000
023 500291 Heat, Electricity, Water	76,307	0	76,307	16,000	0	16,000
024 500225 Maint. Other than Bldg-Grounds	185,034	0	185,034	37,500	0	37,500
025 506467 State Owned Equipment Usage	44,418	0	44,418	0	0	0
026 500251 Organizational Dues	105,250	0	105,250	5,000	0	5,000
030 500311 Equipment	188,310	0	188,310	100,000	0	100,000
038 500175 Technology - Software	85,900	0	85,900	0	0	0
039 500180 Telecommunications	1,500	0	1,500	1,500	0	1,500
041 500801 Audit Fund Set Aside	395,560	0	395,560	0	0	0
046 500463 Consulting	61,102,437	316,644	61,419,081	13,000,000	949,930	13,949,930
049 500294 Transfer to Other State Agency	121,410	0	121,410	0	0	0
050 500109 Personal Services - Temporary	354,749	0	354,749	75,000	0	75,000
052 500104 Masters FICA	1,706	0	1,706	0	0	0
060 500601 Benefits	65,888	0	65,888	20,573	0	20,573
066 500545 Employee Training	19,266	0	19,266	0	0	0
070 500704 In-State Travel	226,805	0	226,805	50,000	0	50,000
080 500710 Out of State Travel	29,591	0	29,591	15,000	0	15,000
400 500870 Construction- Repairs & Materials	270,593,359	0	270,593,359	80,000,000	0	80,000,000
401 500877 Land Interest	92,560,644	0	92,560,644	9,500,000	0	9,500,000
Total	\$426,575,291	\$316,644	\$426,891,935	\$102,948,873	\$949,930	\$103,898,803
Source of Funds						
Revenue:						
000 409151 Federal Funds	\$414,145,648	\$0	\$414,145,648	\$102,336,170	\$0	\$102,336,170
005 402851 Private Local Funds	8,349,622	316,644	8,666,266	612,703	949,930	1,562,633
000 000015 Highway Fund	4,080,021	0	4,080,021	0	0	0
Total	\$426,575,291	\$316,644	\$426,891,935	\$102,948,873	\$949,930	\$103,898,803

EXPLANATION

I. This request is to accept and expend funding with MaineDOT and VTrans for the purpose of developing and operating a regional Advanced Transportation Management System (ATMS) /Traveler Information System (TIS). This procurement will produce a traffic management system and a traveler information system that will provide incident, construction, weather and travel time data to the traveling public seamlessly for events that occur both in individual states as well as cross border events. This Tri-State initiative will develop a system that can provide regional situational awareness with respect to traffic management between the states of Maine, New Hampshire and Vermont.

II. The request for additional funding in class 046 (Consultants) in Accounting Unit 3054 for developing a regional Advanced Transportation Management System (ATMS) /Traveler Information System (TIS). Funding is from Private Local Funds. Consultant will be chosen once funding has been approved.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

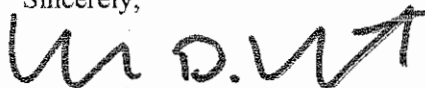
Consultant:

1. List of personnel involved: Consultants
2. Nature, Need, and Duration: This procurement will produce a traffic management system and a traveler information system that will provide incident, construction, weather and travel time data to the traveling public seamlessly for events that occur both in individual states (Maine, New Hampshire and Vermont) as well as cross border events for five (5) years or for an initial two year term to include three (3) years of maintenance after system acceptance, whichever term is the longer.
3. Relationship to existing agency programs: Enhancement of current system.
4. Has a similar program been requested of the legislature and denied? No, a similar program has not been requested and denied.
5. Why wasn't funding included in the agency's budget request? The need was identified after the budget was established.
6. Can portions of the grant fund be utilized? Not applicable, these are not grant funds.
7. Estimate the funds required to continue this position(s): There are no positions associated with this request.

This request is for the New Hampshire Department of Transportation to enter into a Memorandum of Understanding (MOU) with the States of Vermont and Maine. This MOU will allow for the states to collaborate on the development, governance, interstate operation and maintenance agreements of a three state traffic management system and a traveler information system.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.
Commissioner

**STATE OF NEW HAMPSHIRE
STATE OF MAINE**

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made and entered into by and between the New Hampshire Department of Transportation (NHDOT) and Maine Department of Transportation (MaineDOT), hereinafter referred to as "the PARTIES".

WITNESSETH

WHEREAS, the PARTIES collaboratively work together to operate, maintain and enhance the transportation systems in both Maine and New Hampshire, including the provisioning of Intelligent Transportation Systems (ITS) to monitor the transportation system and provide traveler information,

WHEREAS, the PARTIES have previously collaborated within the Tri-State Rural Advanced Traveler Information System (RATIS) project to operate the Condition Acquisition Reporting System (CARS) to provide 511 traveler information,

WHEREAS, the PARTIES have completed Concepts of Operations for an Advanced Transportation Management System,

WHEREAS, the PARTIES desire to collaborate to jointly evaluate design submittals with the intent to procure, operate, and maintain an Advanced Transportation Management System and Traveler Information System (ATMS/TIS), with the ATMS to provide for incident response activities and control of ITS field devices in the States of New Hampshire and Maine, and the TIS to provide for the dissemination of traveler information to motorists within the States of New Hampshire and Maine;

IT IS THEREFORE AGREED as follows:

ATMS/TIS DEVELOPMENT

1. The PARTIES understand and agree that, in the event of an agreement by both parties to procure an ATMS/TIS system, the ATMS contract shall be for a minimum of five (5) years and that, within this contract, the TIS shall be operational for a minimum of three (3) years.
2. The PARTIES understand and agree that, NHDOT and MaineDOT shall actively participate in the evaluation and selection of the ATMS/TIS Vendor.

3. The PARTIES understand and agree that, NHDOT shall be responsible for the supervisory design of the ATMS/TIS, and that NHDOT shall be responsible for the contractual management in supporting the operations and maintenance of the ATMS/TIS.

REQUEST FOR PROPOSAL EVALUATION AGREEMENT

The PARTIES understand and agree that:

1. they will not request or require confidential proprietary information or trade secrets to be included as part of any proposals submitted in response to any RFP issued for the purpose of contracting with a vendor for procurement of an ATMS/TIS, and that proposals submitted in response to such RFP should not be labeled as confidential or proprietary or as a trade secret;
2. any person or entity who determines that it must divulge such information as part of its proposal must submit a signed written statement to that effect and must additionally provide a redacted version of its proposal, which removes only the confidential proprietary information and trade secrets, for required public disclosure purposes;
3. that the offeror claiming confidentiality will be responsible for defending its claims of confidentiality in a court of law, and that MaineDOT will not be held responsible for damages to any person incurred as a result of disclosure of information directed by any court of law; and
4. after the award of a contract pursuant to this RFP, all proposal submissions are subject to disclosure in response to a request for public records made under the Maine Freedom of Access Act. If a proposal submission contains confidential proprietary information or trade secrets, a signed written statement to this effect must be provided with the submission for the information to be considered exempt from public records requests

OPERATIONAL AGREEMENT

4. In the event of an agreement by both parties to procure an ATMS/TIS system, the PARTIES shall work cooperatively to create and maintain a Memorandum of Agreement on Maintenance and Operations (MOMA) to support this MOU. The Memorandum of Agreement on Maintenance and Operations (MOMA) shall outline the roles and responsibilities of each PARTY including, but not limited to the operations and maintenance of the ATMS/TIS.
5. The Memorandum of Agreement on Maintenance and Operations (MOMA) shall include the establishment of a governing structure to control ATMS/TIS changes, enhancements and funding.
6. The Memorandum of Agreement on Maintenance and Operations (MOMA) shall include representation of additional states that enter into an MOU with the PARTIES to participate in the ATMS/TIS project.

7. The initial Memorandum of Agreement on Maintenance and Operations (MOMA) shall be finalized and signed by the PARTIES no later than the effective date of approval by Governor and Executive Council of the contract.
8. The PARTIES understand and agree that the MaineDOT Commissioner and NHDOT Commissioner will appoint two representatives to develop the Memorandum of Agreement on Maintenance and Operations (MOMA) and support its implementation.

IN WITNESS WHEREOF, MaineDOT and NHDOT, through their undersigned officials, have hereunto affixed their signatures.

NEW HAMPSHIRE
DEPARTMENT
OF TRANSPORTATION

MAINE DEPARTMENT OF
TRANSPORTATION

By:

W. D. W.

Commissioner

Date:

3/11/13

By:

J. B. L.

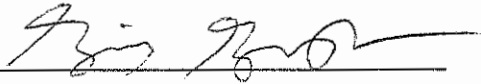
Commissioner

Date:

3/15/13

Approved as to Form:

Dated: 2/7/14



Assistant Attorney General

State of New Hampshire

**STATE OF NEW HAMPSHIRE
STATE OF VERMONT**

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (MOU) is made and entered into by and between the New Hampshire Department of Transportation (NHDOT) and the Vermont Agency of Transportation (VTRANS), hereinafter referred to as the PARTIES.

WITNESSETH:

WHEREAS, the PARTIES collaboratively work together to operate, maintain, and enhance the transportation systems in both Vermont and New Hampshire, including Intelligent Transportation Systems (ITS) to monitor transportation systems and provide traveler information; and

WHEREAS, the PARTIES have previously collaborated within the Tri-State Rural Advanced Traveler Information System (RATIS) project to operate the Condition Acquisition Reporting System (CARS) to provide 511 traveler information; and

WHEREAS, the PARTIES have ceased operation of CARS until a replacement system is procured; and

WHEREAS, the PARTIES desire to collaborate to jointly evaluate design submittals with the intent to procure, operate, and maintain an Advanced Transportation Management System and Traveler Information System (ATMS/TIS), with the ATMS to provide for incident response activities and control of ITS field devices in the States of New Hampshire and Vermont, and the TIS to provide for the dissemination of traveler information to motorists within the States of New Hampshire and Vermont; and

WHEREAS, in the event the PARTIES agree to procure an ATMS/TIS system, they presently intend their agreement to include terms for the PARTIES or their contractors to operate and maintain the ATMS system for a minimum term of five (5) years and the TIS system for a minimum of three (3) years; and

WHEREAS, the PARTIES presently intend NHDOT to be responsible for contractual management, administration, supporting operation and maintenance of the ATMS/TIS system, for the agreed upon terms for operations and maintenance.

NOW THEREFORE, the PARTIES agree to the following terms and conditions:

ATMS/TIS DEVELOPMENT

NHDOT and VTRANS shall actively participate in the development of requests for proposals (RFP's) and in the selection of an ATMS/TIS vendor from competitive bidders to design an

ATMS/TIS system and shall work with the selected vendor, if any, on the design. Following review of the bids, either party, in its sole discretion and without any legal recourse by the other party, may chose not to select a vendor and may terminate further participation in the development of RFPs or vendor selection.

In the event the PARTIES select a vendor, NHDOT shall be primarily responsible for the supervisory design of the ATMS/TIS system, with VTRANS participation.

NHDOT shall be solely responsible for contracting with and paying any vendor that the PARTIES select. VTrans shall not be a party to the contract between NHDOT and the selected vendor. A separate contract between NHDOT and VTrans will be developed that defines the financial responsibilities between the states.

REQUEST-FOR-PROPOSAL CONFIDENTIALITY

In exercising any of its rights under this MOU to review documents and records pertaining to the pre-award process to select a vendor to perform the design work contemplated in this MOU ("Confidential Information"), VTRANS shall not further disseminate the Confidential Information beyond VTRANS personnel essential to the pre-award process, to the extent VTRANS reasonably determines that this information is exempt from disclosure pursuant to 1 V.S.A. § 317(c)(15). NHDOT shall not consider VTRANS to be a member of the public for purposes of N.H. Rev. Stat. § 21-I:13-a.II and shall not disclose the Confidential Information beyond NHDOT personnel essential to the pre-award process, to the extent NHDOT reasonably determines that this information is exempt from disclosure pursuant to section 21-I:13-a.II.

MAINTENANCE AND OPERATIONS

In the event of an agreement between the PARTIES to procure an ATMS/TIS system, the PARTIES shall work cooperatively to create a) a contractual agreement that outlines each PARTY's ATMS/TIS requirements and financial obligations and b) a Memorandum of Agreement on Maintenance and Operations (MOMA) to support such agreement.

The MOMA shall define the roles and responsibilities of each PARTY, including but not limited to the operation and maintenance of the ATMS/TIS.

The MOMA shall include the establishment of a governing structure for the PARTIES to control ATMS/TIS changes, enhancements, and funding.

The MOMA shall include representation of additional states, if any, that enter into an agreement with the PARTIES to participate in the ATMS/TIS project.

NHDOT shall not present the proposed contract between NHDOT and the selected ATMS/TIS design vendor to New Hampshire's Governor and Executive Council for approval unless and until the PARTIES have entered into a contractual agreement to procure and finance an ATMS/TIS system and a written initial supporting MOMA.

The VTRANS Secretary and NHDOT Commissioner shall each appoint two representatives to develop the MOMA and support its implementation.

CANCELLATION

Prior to the approval of the proposed contract between NHDOT and the selected ATMS/TIS design vendor by the New Hampshire's Governor and Executive Council, either of the PARTIES, in its sole discretion and without any legal recourse by the other party, may decline to enter into a contractual agreement to procure and finance an ATMS/TIS system or a MOMA.

IN WITNESS WHEREOF, VTRANS and NHDOT, through their undersigned officials, have hereunto affixed their signatures.

NEW HAMPSHIRE
DEPARTMENT
OF TRANSPORTATION

VERMONT AGENCY OF
TRANSPORTATION

By:

By:

W.D. C.A.

Ann M. M... ..

Commissioner

Secretary

Date: 5/22/13

Date: 3/12/13

Approved as to Form:

Dated: 3/7/14

Dated: 3/11/13

[Signature]
Assistant Attorney General

[Signature]
Assistant Attorney General

State of New Hampshire

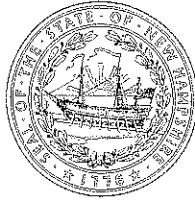
State of Vermont

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

FIS 14 027

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

February 12, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

Her Excellency Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 124:15, authorize the Department of Justice to create one new Paralegal II, Labor Grade 19, within class 059 (Full-Time Temporary) for the purpose of assisting attorneys and investigators in research, fact-finding, trial preparation and case management in matters involving Medicaid provider fraud, patient abuse and financial exploitation effective upon the approval of the Fiscal Committee and the Governor and Council through June 30, 2015. 75% Federal, 25% Other Agency Income.
2. Authorize the Department of Justice to accept and expend \$82,977 (\$62,232 from the US Department of Health and Human Services, Medicaid Fraud and \$20,745 from Medicaid Fraud – agency income) for the purpose of supporting the Paralegal II position outlined in paragraph one of this request, to be effective with the approval of Governor and Council through June 30, 2015. 75% Federal Funds, 25% Other Agency Income.

These funds are to be budgeted in account number 02-20-20-2005-2615, Department of Justice, Public Protection, Medicaid Fraud as follows:

Medicaid Fraud 02-20-20-2005-2615		FY 2014			FY 2015		
Class	Description	Current Budget	Requested Action	New Budget	Current Budget	Requested Action	New Budget
010-500100	Personal Services - Perm Clas	\$119,155	\$0	\$119,155	\$122,982	\$0	\$122,982
013-500132	Personal Services Unclassified	\$212,224	\$0	\$212,224	\$212,524	\$0	\$212,524
014-500134	Personal Services Unclassified	\$117,860	\$0	\$117,860	\$121,466	\$0	\$121,466
017-500147	FT Employees Special Payment	\$4,453	\$0	\$4,453	\$4,453	\$0	\$4,453
020-500200	Current Expense	\$2,000	\$500	\$2,500	\$2,000	\$500	\$2,500
022-500248	Rents-Leases Other than State	\$1,000	\$0	\$1,000	\$1,000	\$0	\$1,000
026-500251	Organizational Dues	\$5,000	\$0	\$5,000	\$5,000	\$0	\$5,000
027-502799	Transfers to DOIT	\$34,109	\$0	\$34,109	\$30,752	\$0	\$30,752
028-500292	Transfers to General Svcs.	\$6,279	\$0	\$6,279	\$6,875	\$0	\$6,875
030-500300	Equipment (New)	\$1,000	\$0	\$1,000	\$0	\$0	\$0
037-500168	Technology - Hardware	\$1,500	\$1,500	\$3,000	\$0	\$0	\$0
038-500178	Technology - Software	\$900	\$1,000	\$1,900	\$0	\$900	\$900
039-500187	Telecommunications	\$4,600	\$0	\$4,600	\$4,600	\$0	\$4,600
040-500800	Indirect Costs	\$61,034	\$0	\$61,034	\$62,089	\$0	\$62,089
041-500801	Audit Fund Set Aside	\$741	\$0	\$741	\$762	\$0	\$762
042-500620	Additional Fringe Benefits	\$41,504	\$0	\$41,504	\$42,355	\$0	\$42,355
057-500531	Books Periodicals Subscription	\$2,000	\$0	\$2,000	\$2,000	\$0	\$2,000
059-500117	Full Time Temp.	\$0	\$9,530	\$9,530	\$0	\$36,835	\$36,835
060-500611	Benefits	\$204,009	\$5,984	\$209,993	\$215,141	\$22,228	\$237,369
066-500543	Employee Training	\$750	\$0	\$750	\$750	\$0	\$750
070-500704	In-State Travel	\$5,500	\$0	\$5,500	\$6,000	\$0	\$6,000
080-500714	Out-Of-State Travel	<u>\$3,000</u>	<u>\$2,000</u>	<u>\$5,000</u>	<u>\$3,000</u>	<u>\$2,000</u>	<u>\$5,000</u>
	Total	\$828,618	\$20,514	\$849,132	\$843,749	\$62,463	\$906,212
<u>Revenue</u>							
000-404804	Federal	\$653,854	\$15,385	\$669,239	\$665,815	\$46,847	\$712,662
009-402325	Agency Income	\$0	\$5,129	\$5,129	\$0	\$15,616	\$15,616
General Fund		<u>\$174,764</u>	<u>\$0</u>	<u>\$174,764</u>	<u>\$177,934</u>	<u>\$0</u>	<u>\$177,934</u>
Total		\$828,618	\$20,514	\$849,132	\$843,749	\$62,463	\$906,212

EXPLANATION

The Medicaid Fraud Control Unit (MFCU) of the Attorney General's Office has statewide jurisdiction to investigate and prosecute fraud committed by Medicaid providers and their employees. The MFCU also prosecutes the abuse, neglect and financial exploitation of residents in health care facilities. In addition to criminal prosecution, the MFCU pursues civil actions against Medicaid providers under the state False Claims Act and is active in joint state-federal civil *qui tam* actions.

The MFCU is currently staffed with seven positions consisting of three attorneys, two investigators, one analyst/auditor and one legal assistant (currently vacant). The MFCU has 41 open cases involving criminal and/or civil allegations of fraud/abuse/neglect, three of which are scheduled for trial and other complaints and referrals which are received weekly. It is expected that referrals of cases will grow as managed care is implemented by the Department of Health and Human Services. In addition, the MFCU is monitoring approximately 250 civil *qui tam* cases in which the State of New Hampshire is a named plaintiff. Many of the MFCU's cases are complex and involve voluminous financial and medical records.

The paralegal position being requested would be an essential member of the MFCU team and will provide full legal support for the attorneys and investigators by:

1. Enabling the attorneys to handle a larger case load;
2. Conducting legal research;
3. Drafting legal documents, including court pleadings and interrogatories;
4. Reviewing, maintaining, organizing and monitoring case files;
5. Ensuring that deadlines are met on a timely basis; and
6. Assisting in all phases of trial preparation and the discovery process.

The following is being requested in addition to the salary and benefits associated with the position (Class 59 and Class 60):

Class 020 – Current expense: Each year, funds for telephone and incidentals necessary for the position

Class 037 – Technology Hardware: Computer

Class 038 – Technology Software: To purchase Prolaw and other software licenses associated with the Department of Justice

Class 080 – Out of State Travel: Both years, to be used for trainings and meetings out of state that are required of the MFCU.

There are sufficient funds in the current budget in Class 040 – Indirect Costs, Class 041 – Audit Fund Set Aside and Class 042 – Post Retirement to support this request.

The following information is provided in accordance with the Comptrollers' instructional memorandum, dated September 21, 1981, related to the creation of positions/consultants:

1. List of personnel involved:
Full time temporary Paralegal II position, (classified) Labor Grade 19.
2. Nature, need, duration:
It is anticipated that this position will be needed through June 30, 2015, and will be requested in the FY 16-17 budget.

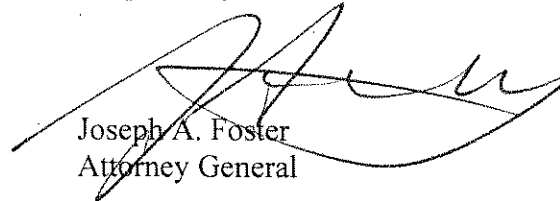
3. Relationship to existing programs:
This position will become a part of the current MFCU.
4. Has a similar program been requested of the legislature and denied?
No other similar program has been requested or denied.
5. Why wasn't funding included in the agency's budget?
It was not anticipated that this position would be needed at the time the budget was being created.
6. Can portions of the grant funds be utilized?
They can only be used as outlined.
7. Estimate the funds required to continue this position(s).
The estimated total funds to continue this position are approximately \$65,000; which can be reimbursed by the Federal government at 75% (\$48,750).

In the event that these funds become unavailable, general funds will not be used to support this program.

Please let me know if you have any questions concerning this request.

Your consideration is greatly appreciated.

Respectfully submitted,



Joseph A. Foster
Attorney General

JAF/k
#999896

Faretra, Rosemary

From: Spring, Laurie [Laurie.Spring@nh.gov]
Sent: Monday, January 06, 2014 3:12 PM
To: Faretra, Rosemary
Subject: Establish 9T, Position #9T2671

Good afternoon Rosemary,

We've received your request to establish a 9T position for Paralegal II, position number 9T2671.

The Classification analysts have approved the request, and we will process the NH First work unit #95117 once we've received a signed PPF from the DAS supervisor.

Thank you,

Laurie Spring
Hr Assistant III
Classification Section Rm 14
Division of Personnel
28 School Street
Concord NH 03301
Phone: 603-271-1424
Fax: 603-271-1422

Fiscal Situation

Medicaid Fraud

02-20-20-2005-2615-009-402325 (Agency Income)

Current Balance - \$590,848

This Request - \$20,475

Balance - \$570,373



State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

February 13, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Requested Action

Pursuant to RSA 21-I:56, II, authorize the New Hampshire Department of Safety to reclassify Position #40583 from Information Technology Manager V, labor grade 34, step 8, to Assistant Director of Emergency Services and Communications, labor grade 35, step 8, effective upon Fiscal Committee approval. Funding source: 100% Agency Income (E911).

Explanation

The Department of Safety requests that the Fiscal Committee approve the February 10, 2014, decision by the Division of Personnel to reclassify Position #40583 from Information Technology Manager V, labor grade 34, step 8 (maximum), to Assistant Director of Emergency Services and Communications, labor grade 35, step 8 (maximum). The current annual salary for labor grade 34, step 8 is \$91,916.00 and the reclassified position of labor grade 35, step 8 annual salary is \$95,578.00, yielding a total cost for the salary and benefits increase of approximately \$6,880.00 for the biennium, adjusted for pay raises. Funding is available in SFY2014/2015 operating budget in 02-23-23-236510-13950000, Bureau of Emergency Communication, which is the E911 main account.

This reclassification is necessary as the Division of Emergency Services and Communications has steadily been tasked with providing a more robust and feature-rich 9-1-1 system, moving from the original 9-1-1 to E9-1-1 to NG9-1-1, which has dramatically increased the complexity of the technological infrastructure. Additionally, the Division has been tasked with many other technology projects which provide value to other State agencies such as the VoIP system, online secure mapping interface for the Department of Transportation, N.H. National Guard and other agencies, and the microwave technicians for the Department of Information Technology. As such, this position has a critical role as a team leader and subject expert in the review and analysis of the statewide Public Safety Answering Point (PSAP).

This position serves as the primary technology expert within the Division and assumes the duties and responsibilities of the Director in his or her absence. Areas of critical importance designated to this position include ensuring all E9-1-1-calls make it to the Public Safety Answering Point (PSAP), whether wired, wireless, or Voice over Internet Protocol (VoIP). This position handles all matters related to VoIP, telephony, communications maintenance, tower rental, installation, repairs, technology acquisition, and planning. A major responsibility is being the key decision maker in all matters affecting communications maintenance, statewide telecommunications (VoIP) installation and maintenance, and technology necessary for receiving E9-1-1 calls or messages. In addition, this position plays an important role in the planning for the implementation of Next Generation 9-1-1 (NG9-1-1). This position is also the key contact for the primary telephony contract (currently FairPoint) used to connect the two PSAP locations with every emergency dispatch center in the State, assuring fast, reliable throughput of information. This position also plans, designs, and implements Division-wide technology solutions in support of the Division's core and ancillary functions, as well as mentors and monitors subordinate staff in furthering these goals.

Respectfully submitted,

John Barthelmes
For: John Barthelmes
Commissioner



State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
State House Annex – 25 Capitol Street
Concord, New Hampshire 03301

LINDA M. HODGDON
Commissioner
(603) 271-3201

SARA J. WILLINGHAM
Acting Director of Personnel
(603) 271-3261

February 10, 2014

Kevin O'Brien, Chief of Policy and Planning
Commissioner's Office
Department of Safety
33 Hazen Dr.
Concord, NH 03305

Regarding: Request to reclassify position #40583 from Information Technology Manager V, labor grade 34 to a new title of Assistant Director Information Technology Manager OR Information Technology Manager VI at labor grade 35. Incumbent: Peter A. DeNutte

Dear Chief O'Brien:

On August 22, 2013, we received a request from your agency to review and reclassify position #40583 to a new classification title at labor grade 35. This position, staffed by Peter DeNutte, functions as Assistant Director in the Division of Emergency Services and Communications, and as such oversees such areas as: Emergency Communications, which includes the Public Safety Answering Point (PSAP) and 9-1-1 operators; Communications Maintenance; and Telecommunications. In your memo regarding this position, you point out how Mr. DeNutte's role has evolved due to the change in your business processes as a result of the convergence of voice and data into the IP (Internet Protocol) arena, and how public safety is at the forefront of this change due to the need for emergency communication. You describe how Mr. DeNutte has provided leadership and guidance, allowing the State of New Hampshire to take full advantage of emerging communication technologies.

I have reviewed the supporting letter from Bruce Cheney, Director of Emergency Services, the Position Classification Questionnaire, the proposed supplemental job description, and the organizational charts provided with this request. I have also drawn on information from a preliminary meeting I had with Director Cheney and Bob Christiansen at the Transportation Management Center on May 8, 2013 concerning this position. To summarize, we agree that reclassification to a position title at labor grade 35 is appropriate as this position has a broader role than the current classification allows for, requiring more diverse expertise, and it is impactful on emergency communications state-wide. This position is responsible to act as Director in Director Cheney's absence. It also coordinates with a variety of agencies, such as State Police and the Department of Information Technology. There is no existing labor grade 35 classification which fits this position appropriately; however, we do not agree with the assignment of an Information Technology title due to the potential impact statewide and the fact that this position has a broader scope and more of an administrative role. Instead, we recommend a new classification of Assistant Director of Emergency Services and Communications.

Although we have agreed with your request for labor grade 35, our decision is not final until the approval of the Fiscal Committee. The requirement of Fiscal Committee approval is stated in the RSA below:

Section 21-1:56

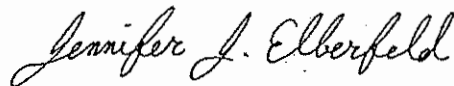
21-1:56 Reclassification of Positions or Increases. –

II. Any request to increase the salary of a classified position beyond grade 34 as provided in RSA 99:8 shall require the approval of the fiscal committee of the general court before it is submitted to the governor and council for its approval.

It will be your responsibility to bring the request for labor grade 35 before the Fiscal Committee. You may use this letter as confirmation of our decision. This will not require Governor and Council approval. Once you have obtained Fiscal Committee approval, please notify me with documentation, and we will process the reclassification with a retroactive pay date of November 29, 2013.

I sincerely apologize for delays in addressing this request, and appreciate your patience. Thank you.

Very truly yours,



Jennifer J. Elberfeld
Classification & Compensation Administrator

Cc: Peter DeNutte, Information Technology Manager V
Sara J. Willingham, Acting Director of Personnel
Michelle Caraway, Administrator III, Human Resources

TITLE I

THE STATE AND ITS GOVERNMENT

CHAPTER 21-I

DEPARTMENT OF ADMINISTRATIVE SERVICES

Classified Employees

Section 21-I:56

21-I:56 Reclassification of Positions or Increases. –

I. Any request for reclassification of a position to a different class series as provided in RSA 21-I:54 shall require the approval of governor and council.

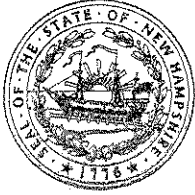
II. Any request to increase the salary of a classified position beyond grade 34 as provided in RSA 99:8 shall require the approval of the fiscal committee of the general court before it is submitted to the governor and council for its approval.

III. Notwithstanding the provisions of RSA 9:17 and 9:17-a, whenever the director of personnel in consultation with the affected department shall determine that the personal services-permanent line item in any accounting unit and the salary adjustment fund cannot cover the cost of funding a reclassification and a transfer of funds from other line items is required, the director of personnel shall notify the governor and council and the fiscal committee as soon as possible. No such transfer shall be permitted without approval first of the fiscal committee and then of governor and council.

IV. Notwithstanding any other provision of law, the commissioner of the department of health and human services shall have the authority to reallocate or reclassify any position within the department of health and human services, in consultation with the director of personnel, to implement the 1995 Department of Health and Human Services Reorganization Act. This authority shall terminate on December 31, 1998.

V. Notwithstanding any other provision of law, any commissioner of a state agency may appeal a reclassification decision to the joint committee on employee classification, established in RSA 14:14-c, which shall have final authority over such decision.

Source. 1986, 12:1. 1987, 416:5. 1992, 289:3. 1995, 310:59. 2006, 290:16. 2008, 177:14, eff. June 11, 2008. 2012, 247:3, eff. Aug. 17, 2012.



State of New Hampshire

FIS 14 037

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

February 25, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Requested Action

Pursuant to RSA 21-P:12-d, authorize the Department of Safety, Division of Fire Standards and Training and Emergency Medical Services, to transfer funds from Fire Standards and Training and Emergency Medical Services fund, as outlined below, in the amount of \$390,000.00 for construction efforts at the Raymond S. Burton North Country Fire and EMS Training Facility and Fire Academy, for additional retiree health insurance funding, and to reimburse for unexpected expenses to mitigate an issue with mold growth in one of the dormitory building on the Fire Academy Campus. Effective upon Fiscal Committee approval through June 30, 2014. Funding source: 100% Fire and EMS funds.

Funds are available in SFY 2014 in the following account:

02-23-23-237010-82750000 Dept of Safety – Division of FST&EMS – Fire Standards Emer Med Fund
Revenue Source: 407470

Funds are to be budgeted as indicated below in the following account:

02-23-23-237010-40650000 Dept. of Safety – Division of FST&EMS – Fire Standards & EMS Administration

Class	Description	SFY 2014 Current Adjusted Authorized	Requested Action	SFY 2014 Revised Adjusted Authorized
003-407470	Revolving Funds	(\$5,804,174.00)	(\$390,000.00)	(\$6,194,174.00)
010-500100	Personal Serv - Perm	1,820,371.00	0.00	1,820,371.00
011-500126	Personal Serv - Unclass	90,606.00	0.00	90,606.00
018-500106	Overtime	20,000.00	0.00	20,000.00
020-500215	Current Expense	260,572.00	12,500.00	273,072.00
022-500255	Rents-Leases Other Than State	64,814.00	0.00	64,814.00
023-500210	Heat Electricity Water	194,250.00	0.00	194,250.00
024-500225	Maint Other Than Build-Gen	52,200.00	0.00	52,200.00
026-500251	Organizational Dues	3,500.00	0.00	3,500.00
027-502799	Transfers to DoIT	90,900.00	0.00	90,900.00
029-500290	Intra-Agency Transfers	261,932.00	0.00	261,932.00
030-500301	Equipment	114,746.00	0.00	114,746.00
037-500174	Technology-Hardware	37,273.00	0.00	37,273.00

038-500175	Technology-Software	9,750.00	0.00	9,750.00
039-500188	Telecommunications	48,700.00	0.00	48,700.00
044-500400	Debt Service Other Agencies	288,554.00	0.00	288,554.00
047-500240	Own Forces Maint Build-Gen	27,500.00	42,500.00	70,000.00
049-500294	Transfer to Other State Agency	24,875.00	0.00	24,875.00
050-500109	Personal Service Temp App	450,000.00	0.00	450,000.00
057-500531	Books, Periodicals Subscriptions	95,000.00	0.00	95,000.00
060-500601	Benefits	1,161,605.00	0.00	1,161,605.00
064-500540	Ret Pension Bene Health Ins	92,722.00	30,000.00	122,722.00
070-500705	In State Travel Reimbursement	196,696.00	0.00	196,696.00
080-500710	Out of State Travel Reimb	7,450.00	0.00	7,450.00
102-500731	Contracts for Program Serv	73,175.00	0.00	73,175.00
103-500737	Contracts for Op Services	316,983.00	305,000.00	621,983.00
	Org 4065 Totals	\$5,804,174.00	\$390,000.00	\$6,194,174.00

Explanation

RSA 21-P:12-d states "If the expenditure of additional funds over budget estimates was unanticipated and is necessary for the proper functioning of the division of fire standards and training and emergency medical services, the division of fire safety, or the division of homeland security and emergency management, the commissioner of the department of safety may transfer funds, with the prior approval of the fiscal committee of the general court, from this fund to the department of safety for such purposes."

The Division of Fire Standards and Training and Emergency Medical Services and the Division of Fire Safety are requesting additional funding for needed construction projects at the Raymond S. Burton North Country Fire and EMS Training Facility and the Fire Academy in Concord; for additional retiree health insurance funding; and for reimbursement of unexpected expenses to mitigate a mold growth issue at a Fire Academy dormitory.

The construction projects at the Raymond S. Burton North Country Fire and EMS Training Facility will include extending the water main from the street into the facility to a cistern which will supply water for live fire training being held at the newly constructed live fire training building and also renovating/converting of one of the existing buildings on the property into a new classroom for training fire and EMS personnel in the northern part of the state. The addition of this facility will reduce the need for firefighters and EMS providers in the North Country to travel to Concord for training.

The construction project at the Fire Academy in Concord will be to renovate and upgrade one of its live fire training buildings currently in use. This building was last upgraded over a decade ago and is operating under inadequate, obsolete technology. When certain aspects of the building stop functioning, the Division has had limited ability to obtain new or refurbished parts to get the building operational again. The proper operation of this building is crucial to the continued training of firefighters on their ability to enter a burning building and extinguish a fire safely.

Part of this additional funding will be used for needed retiree health insurance benefits due to an unforeseen number of retirees that were not accounted for in the budget.

The remaining portion will be used to reimburse expenses incurred to mitigate mold growth in the dormitory at the Fire Academy in Concord. During late summer, mold growth was found in a portion of the dormitory and the Division incurred unanticipated costs to remediate the growth. The Department of Safety has since taken all necessary steps to mitigate the growth and to prevent future recurrence.

- Class 020 The funds will be used to pay for replacing bedding materials in the dormitory caused by the mold growth.
- Class 047 The funds will be used to pay for extending the water main from the street into the Raymond S. Burton North Country Fire and EMS Training Facility. Additionally, funds were used in this class to mitigate the mold growth in the dormitory, as well as perform required in-house HVAC repairs.
- Class 064 The funds will be used to pay for retiree health insurance benefits.

Class 103 The funds will be used to renovate and upgrade one of the existing live fire training buildings. Additionally, funds were used in this account during the mitigation of the mold growth to contract with vendors to perform the mitigations, conduct air and surface testing, as well as utilizing vendors to ensure the HVAC system was operating correctly.

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

Does transfer involve continuing programs or one-time projects? The transfer involves continuing programs.

Is this transfer required to maintain existing program level or will it increase the program level? This transfer is required to maintain existing program levels.

Cite any requirements which make this program mandatory. RSA 21-P:12-a - Division of Fire Standards and Training and Emergency Medical Services; Disposition of Funds.

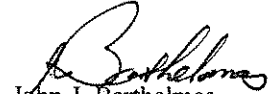
Identify the source of funds on all accounts listed on this transfer. The source of funds for the account listed on this transfer is 100% Revolving Funds established by RSA 21-P:12-d Fire Standards and Training and Emergency Medical Services Fund.

Will there be any effect on revenue if this transfer is approved or disapproved? There will be no effect on revenue.

Are funds expected to lapse if this transfer is not approved? No, the funds will not lapse.

Are personnel services involved? No

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety

**Fiscal Situation
Fire & EMS Fund
Account 02-23-23-2370-8275**

Beginning Balance July 1, 2013	\$4,185,336.34
SFY 2014 Estimated Revenue	<u>\$9,000,000.00</u>
Total Available SFY 2014	<u>\$13,185,336.34</u>

Appropriations funded from this fund (maximum)	
2740 Emergency Management Admin (11%)	(\$487,022.01)
4065 Fire Standards & EMS Admin	(\$5,804,174.89)
5002 Fire Safety Admin	(\$2,746,350.76)
3329 North Country Fire Training	(\$369,200.52)
3323 Poison Control (30%)	(\$10,073.10)
4004 State Overhead Charges	(\$96,000.00)
8013 Workers Compensation	(\$52,000.00)
8590 Unemployment Compensation	(\$250.00)
8275 Fire Standards & Training Emer Med Fund	<u>(\$32,812.24)</u>
Total Appropriations Funded SFY 2014	<u>(\$9,597,883.52)</u>

Projected Balance June 30, 2014	<u>\$3,587,452.82</u>
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Amount of this Request	<u><u>\$390,000.00</u></u>
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**This projection is using gross appropriations and does not project year end lapses.*

TITLE I

THE STATE AND ITS GOVERNMENT

CHAPTER 21-P

DEPARTMENT OF SAFETY

General Provisions

Section 21-P:12-d

21-P:12-d Fire Standards and Training and Emergency Medical Services Fund. – There is established in the office of the state treasurer a separate, nonlapsing fund to be known as the fire standards and training and emergency medical services fund from which the state treasurer shall pay expenses incurred in the administration of the division of fire standards and training and emergency medical services, under RSA 21-P:12-a, the division of fire safety, under RSA 21-P:12, the division of homeland security and emergency management, and the position of fireworks inspector, under RSA 160-C:17. If the expenditure of additional funds over budget estimates was unanticipated and is necessary for the proper functioning of the division of fire standards and training and emergency medical services, the division of fire safety, or the division of homeland security and emergency management, the commissioner of the department of safety may transfer funds, with the prior approval of the fiscal committee of the general court, from this fund to the department of safety for such purposes.

Source. 2001, 91:4. 2003, 248:1. 2004, 171:27. 2008, 192:4, eff. June 11, 2008; 361:16, eff. June 11, 2008 at 12:01 a.m. 2012, 247:14, eff. Aug. 17, 2012. 2013, 144:69, eff. July 1, 2013.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

February 26, 2014
 Division of Operations

The Honorable Mary Jane Wallner, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 228:12, authorize the Department of Transportation to transfer \$7,768,000 from Highway Surplus to fund winter maintenance activities effective upon Fiscal Committee and Governor and Council approval through June 30, 2014. 100% Highway Funds.

Funds are to be budgeted as follows:

From: 04-096-096-960015-363615-0000 Highway Surplus Account \$7,768,000

04-096-096-960515-2928	Current Budget FY2014	Requested Change	Revised Budget FY2014
Winter Maintenance			
Expenses:			
017 500147 FT Employees Special Payment	\$547,680	\$0	\$547,680
018 500106 Overtime	3,319,232	1,800,000	5,119,232
019 500105 Holiday Pay	32,145	0	32,145
020 500200 Current Expense	11,283,747	3,000,000	14,283,747
022 500255 Rents-Leases Other than State	7,268,073	1,500,000	8,768,073
023 500291 Heat, Electricity, Water	680,428	0	680,428
024 500225 Maint. Other than Bldg-Grounds	2,822	0	2,822
030 500311 Equipment New Replacement	80,000	0	80,000
039 500180 Telecommunications	90,000	0	90,000
047 500240 Own Forces Maint Bldgs & Grnds	10,000	0	10,000
048 500226 Contractual Maint Bldgs & Grnds	20,000	0	20,000
050 500109 Personal Service Temp	150,000	60,000	210,000

060 500601 Benefits	780,718	368,000	1,148,718
070 500704 In-State Travel Reimbursement	125,839	40,000	165,839
103 500741 Contracts for Op Services	20,690	0	20,690
Total	\$24,411,374	\$6,768,000	\$31,179,374
Source of Funds			
Revenue:			
004-403631 Intra Agency Transfers	\$200,000	\$0	\$200,000
000-000015 Highway Funds	24,211,374	6,768,000	30,979,374
Total	\$24,411,374	\$6,768,000	\$31,179,374

04-096-096-960515-3005	Current Budget FY 2014	Requested Change	Revised Budget FY2014
Mechanical Services			
Expenses:			
010 500100 Personal Services - Permanent	\$3,298,690	\$0	\$3,298,690
017 500147 FT Employees Special Payment	20,160	0	20,160
018 500106 Overtime	54,999	0	54,999
019 500105 Holiday Pay	1,801	0	1,801
020 500200 Current Expense	8,254,604	1,000,000	9,254,604
022 500255 Rents-Leases Other than State	26,618	0	26,618
023 500291 Heat, Electricity, Water	54,182	0	54,182
024 500225 Maint. Other than Bldg-Grounds	169,761	0	169,761
026 500251 Organizational Dues	500	0	500
028 500292 Transfers to General Service	315,358	0	315,358
030 500311 Equipment New Replacement	4,887,331	0	4,887,331
037 500174 Technology-Hardware	18,098	0	18,098
038 500175 Technology-Software	110,000	0	110,000
039 500180 Telecommunications	34,484	0	34,484
046 500463 Consultants	199	0	199
047 500240 Own Forces Maint Bldgs & Grnds	20,231	0	20,231
048 500226 Contractual Maint Bldgs & Grnds	7,000	0	7,000
050 500109 Personal Service Temp	199	0	199
057 500535 Books Periodicals Subscriptions	813	0	813
060 500601 Benefits	2,102,829	0	2,102,829
066 500543 Employee Training	50,400	0	50,400
070 500704 In-State Travel Reimbursement	1,500	0	1,500
080 500710 Out of State Travel	4,900	0	4,900
103 500741 Contracts for Op Services	17,730	0	17,730
Total	\$19,452,387	\$1,000,000	\$20,452,387
Source of Funds			

Revenue:			
004-403631 Intra Agency Transfers	\$630,752	\$0	\$630,752
009-405698 Agency Income	327,441	0	327,441
000-000015 Highway Funds	18,494,194	1,000,000	19,494,194
Total	\$19,452,387	\$1,000,000	\$20,452,387

EXPLANATION

The Department requests authorization to transfer from the Highway Surplus Account, the amount of \$7,768,000 for winter maintenance activities. Specific explanations relating to the Department's spending requests are as follows:

Winter Maintenance (2928) 99.10% Highway Funds; and 0.90% Intra-Agency Transfers

- Class 018 Increase Overtime by \$1,800,000
- Class 020 Increase Current Expense by \$3,000,000
- Class 022 Increase Rents-Leases Other than State by \$1,500,000
- Class 050 Increase Personal Services-Temporary by \$60,000
- Class 060 Increase Benefits by \$368,000
- Class 070 In-state Travel Reimbursement by \$40,000

Due to the severity of the winter, the expenditures in the above class lines for snow removal activities and related equipment usage will exceed the budgeted amount.

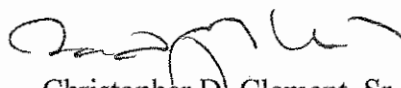
Mechanical Services (3005) – 3.24% Intra Agency Transfers, 1.68% Agency Income, 95.08% Highway Funds

- Class 020 Increase Current Expense by \$1,000,000. Due to increased winter maintenance activities, fuel usage has increased as well as the cost of repairs to vehicles.

Please see attached schedule for the operating balance in the Highway Fund surplus account.

Your approval of this resolution is respectfully requested.

Sincerely,


 Christopher D. Clement, Sr.
 Commissioner

	A	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ	AK	AL	AM	AN	AO	AP	AQ	AR		
1	Highway Fund																							
2	Comparative Statement of Operating and Capital Undesignated Surplus																							
3	Department of Transportation																							
4	Division of Finance																							
5	(000'S)																							
6	DECEMBER 31, 2013						FY 2013 - Audited						FY 2014 Budget						FY 2015 Budget					
7		HIGHWAY	STATE	FHWA	TOTAL		Budget		Actual	STATE	FHWA	TOTAL		Budget		Actual	STATE	FHWA	TOTAL					
8		OPERATING	FUNDED	TRUST	HIGHWAY	TOTAL	HIGHWAY	CHANGE	HIGHWAY	FUNDED	TRUST	HIGHWAY	Actual	HIGHWAY	CHANGE	HIGHWAY	FUNDED	TRUST	HIGHWAY	Actual				
9			CAPITAL	FUND	CAPITAL	TOTAL	OPERATING		OPERATING	CAPITAL	FUND	CAPITAL	TOTAL	OPERATING		OPERATING	CAPITAL	FUND	CAPITAL	TOTAL	Actual			
10	Balance, July 1 (Budgetary)	50,269	803	296,126	296,929	347,198	52,171	11,826	63,997	803	296,126	296,929	360,926	49,930		49,930	803	296,126	296,929	346,859				
11																								
12	Additions:																							
13	Unrestricted Revenue:																							
14	Gasoline Road Toll	123,337				123,337	122,750	-	122,750				122,750	122,050		122,050					122,050			
15	Motor Vehicle Fees	106,456				106,456	109,073		109,073				109,073	109,873		109,873					109,873			
16	UCRS DOS Fees	1,003				1,003																		
17	Court Fine Revenue	6,972				6,972																		
18	Miscellaneous Revenue Sub-Total	47,450				47,450	15,781		15,781				15,781	14,981		14,981					14,981			
19	Other	8,879				8,879	Restricted		Restricted				-	Restricted		Restricted					-			
20	Federal OH Billing	12,296				12,296	Restricted		Restricted				-	Restricted		Restricted					-			
21	ROW Property Sales	228				228	670		670				670	670		670					670			
22	I-95/1.6 mile Sale	28,047				26,047	15,000		15,000				15,000	14,170		14,170					14,170			
23	Other Miscellaneous	-				-	111		111				111	141		141					141			
24	Bonds Authorized & Unissued																							
25	Total Additions	285,218				285,218	247,604	-	247,604	-	-	-	247,604	246,904	-	246,904	-	-	-	-	246,904			
26																								
27	Operating Budget Appropriations																							
28	Appropriations DOT Net of Estimated Revenues	(174,417)				(174,417)	(142,008)		(142,008)				(142,008)	(144,669)		(144,669)					(144,669)			
29	GARVEE Bond Proceeds																							
30	Municipal Aid (Block Grant / SAB, SAC)	(29,918)	(9,569)		(9,569)	(39,487)	(30,000)		(30,000)	(8,604)			(8,604)	(30,000)		(30,000)	(8,604)				(8,604)			
31	DOT Debt Service	(12,325)				(12,325)	(11,288)		(11,288)				(11,288)	(11,026)		(11,026)					(11,026)			
32	Appropriations Safety & Other Net of Estimated Revenues	(74,652)				(74,652)	(78,744)		(78,744)				(78,744)	(81,026)		(81,026)					(81,026)			
33																								
34	Appropriation Adjustments																							
35	DoIT Appropriation Reduction Ch 223:10, L2011	157				157																		
36	DOS Appropriation Reduction Ch 223:15, L2011	975				975																		
37	DOT Appropriation Reduction Ch 223:19, L2011	13,833				13,833																		
38	Retirement System Savings 5-7% Employ Increase Ch 224:202, L2011	3,094				3,094																		
39	Compensation and Benefit Reduction Ch 224:202, L2011	6,915				6,915																		
40	Business Process Consolidation Ch 224:85, L2011	189				189																		
41	Compensation and Benefit Reduction Ch 144:127, L2013						2,553		2,553				2,553											
42	Net FCLG YE Adjust & Betterment Adjust	(1,777)				(1,777)																		
43	Settlement Payments RSA 99-D:2	(20)				(20)																		
44																								
45	Transfers from Highway Surplus RSA 228:12	(3,894)				(3,894)																		
46	RSA 21-1:24 Workers Compensation Payments	(181)				(181)																		
47	RSA 282-A Unemployment Payments	(36)				(36)																		
48																								
49	Lapses DOT	12,119				12,119	6,594		6,562				6,562	7,091		7,091					7,091			
50	Lapses Safety & Other	4,932				4,932	2,826		2,858				2,858	2,755		2,755					2,755			
51																								
52	Inventory Adjustment	(911)				(911)																		
53	Stickney Ave Capital Reimbursement to GF	(4,000)				(4,000)																		
54	Refunded Road Toll	(2,004)				(2,004)	(3,000)		(3,000)				(3,000)	(3,000)		(3,000)					(3,000)			
55																								
56	Total Deductions	(261,921)	(9,569)		(9,569)	(271,490)	(253,067)		(253,067)	(8,604)		(8,604)	(261,671)	(259,875)		(259,875)	(8,604)		(8,604)		(268,479)			
57																								
58	Current Year Balance	23,297	(9,569)		(9,569)	13,728	(5,463)		(5,463)	(8,604)		(8,604)	(14,067)	(12,971)		(12,971)	(8,604)		(8,604)		(21,575)			
59																								
60	Transfer to Capital Account	(9,569)	9,569		9,569	-	(8,500)		(8,604)	8,604		8,604	-	(8,604)		(8,604)	8,604		8,604		-			
61																								
62	Balance, June 30 (Budgetary)	63,997	803	296,126	296,929	360,926	38,208	11,826	49,930	803	296,126	296,929	346,859	26,355		26,355	803	296,126	296,929	325,284				
63																								
64	GAAP Adjustments	(20,691)	(803)	(293,093)	(293,896)	(314,587)	(16,400)		(16,400)	(803)	(294,202)	(295,005)	(311,405)	(16,400)		(16,400)	(803)	(294,202)	(295,005)	(311,405)				
65																								
66	Balance, June 30 (GAAP)	43,306	-	3,033	3,033	46,339	21,808	11,826	33,530	-	1,924	1,924	34,454	10,955		10,955	-	-	-	-	-			



State of New Hampshire
Governor's Commission on Disability

Margaret Wood Hassan, Governor
Paul Van Blarigan, Chairman
Charles J. Saia, Esquire, Executive Director

February 24, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to Ch 143:3 Laws of 2013 "Assignment of Office Space", the Governor's Commission on Disability (GCD) respectfully requests authorization to relocate its offices from 57 Regional Drive, Concord, NH to the Anna Philbrook Building, 121 South Fruit Street, Concord, NH, effective December 9, 2013, in order to achieve cost savings for office space, contingent upon Joint Fiscal Committee and Governor and Council approval.

EXPLANATION

At the onset of fiscal year 2014, the Governor's Commission on Disability leased 1,434 sf. of space from McCarthy Properties through a sublease from Racing and Charitable Gaming Commission at 57 Regional Drive, Concord, NH. Due to consolidation of state agencies, the Governor's Commission on Disability was given the opportunity to relocate to the Anna Philbrook Building, 121 South Fruit Street, Concord, NH, in early December of 2013. Because our prior lease was allocated in Other Than State Owned property and we are now utilizing State Owned property, we are required to move the remainder of the rental funds from Class 022 to Class 028. Upon approval by Joint Fiscal Committee and Governor and Council, the Governor's Commission on Disability will work with the Department of Administrative Services, Bureau of Accounts, to detail the specific rent accounts to be modified accordingly.

GCD Transfer of Appropriations

February 24, 2014

Page 2

In compliance with Ch 143:3 Laws of 2013 "Assignment of Office Space", such funds remaining from rent appropriations in FY14 and FY15 will be transferred by the Director of the Division of Accounting Services to the Department Administrative Services, Bureau of General Services, Account Number 01-14-14-141510-2950 for the purpose of maintenance of state buildings.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Charles Saia", written over a horizontal line.

Charles Saia, Esq, Executive Director
Governor's Commission on Disability

Fiscal 03/21/14



State of New Hampshire

FIS 14 040

DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
25 Capitol Street – Room 120
Concord, New Hampshire 03301

LINDA M. HODGDON
Commissioner
(603) 271-3201

JOSEPH B. BOUCHARD
Assistant Commissioner
(603) 271-3204

February 27, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of Chapter 144:31, Laws of 2013, Transfer Among Accounts and Classes, authorize the Department of Administrative Services to transfer funds in and among accounting units in the amount of \$256,682 and to create four new expenditure classes. The transfers are made up of \$76,205 in general funds, \$167,866 in transfer funds, and \$12,611 in other funds. The adjustments are summarized below and detailed on the attached worksheets. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2014. **Funding Source: 29.69% General Funds, 65.40% Transfer Funds, and 4.91% Other Funds.**

SFY 2014

<u>Division</u>	<u>Account</u>	<u>Amount</u>
Office of the Commissioner	13070000 & 13500000	\$ 8,001
Division of Personnel	10440000	\$ 40,000
Bureau Plant & Property Maintenance	Various	\$ 207,381
Financial Data Management	13700000	\$ 1,300
Total Department of Administrative Services		<u>\$ 256,682</u>

EXPLANATION

These transfers reflect adjustments to various expense accounts to address projected expenses in the Department. Expenditure patterns for the first seven months of SFY 2014 have been analyzed and taken into consideration when projecting expenditures for the remainder of the fiscal year. Based upon this review, a number of accounts were found to require additional funds, while other accounts were experiencing less than originally anticipated expenditures. This transfer will provide for the continued efficient operation of the Department.

The following is the information specifically required when transfer are requested, in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested actions.

- A. *Justification:* The transfer consists of various payroll related transfers to cover deficits in class 018, overtime, and class 050, part-time salaries, due to permanent full time positions being vacant throughout the Department as well as budget estimates in areas being lower than anticipated; funds are available to cover these deficits in class 010, full-time salaries, and class 011, unclassified salaries, due to the vacant positions. Other areas requiring transfers are higher than anticipated expenditures for class 020, current expenses; class 023, heat, electricity, and water, class 030, equipment; class 039 telecommunications, classes 048 and 103 contracted and non-contracted maintenance, and class 070 and 080 in-state and out-of-state travel; these deficits are being offset by reducing classes 047, 048, and 103, contracted and non-contracted maintenance; class 020, current expenses, class 023, heat, electricity, and water; and classes 070 and 080, in-state and out-of-state travel, due to lower than anticipated expenses. It also establishes four new expenditure lines in Accounting Unit 13070000, Deferred Compensation; these expenditure lines had not been established in the current budget.
- B. *Does this transfer involve continuing programs or one-time projects?* This transfer involves continuing programs;
- C. *Is this transfer required to maintain existing program levels or will it increase the program level?* This transfer is required to maintain existing program levels;
- D. *Cite any requirements which make this program mandatory.* The programs for the Department are mandated by various state and federal laws;
- E. *Identify the source of funds on all accounts listed on this transfer.* See the attached worksheet for the source of funds for all accounts;
- F. *Will there be any effect on revenue if this transfer is not approved?* There is no anticipated effect on revenue as a result of this transfer;

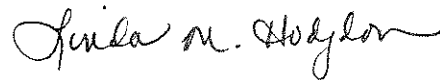
The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
February 27, 2014
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- G. *Are funds expected to lapse if this transfer is not approved?* It is anticipated that some funds will lapse whether this transfer is approved or not;
- H. *Are personnel services involved?* No positions are being transferred as a result of this request. Transfer of funds into classes 050, part-time salaries, is to support existing budgeted positions and not for the creation of any new positions.

The Department has conducted a detailed review of every line item in the budget to ensure that available funds are maximized to the greatest degree possible.

Respectfully submitted,



Linda M. Hodgdon
Commissioner

<u>Cur/Div</u>	<u>Acct Unit</u>	<u>Description</u>	<u>Class</u>	<u>Class Description</u>	<u>Current Adjusted Authorized</u>	<u>Amount to Transfer</u>	<u>Revised Adj Authorized</u>
1400	13070000	DEFERRED COMPENSATION	010-500100	PERSONAL SERVICES PERM CLAS	\$ 63,180	\$ (6,401)	\$ 56,779
1400	13070000	DEFERRED COMPENSATION	020-500200	CURRENT EXPENSES	\$ -	\$ 3,500	\$ 3,500
1400	13070000	DEFERRED COMPENSATION	026-500251	ORGANIZATIONAL DUES	\$ 1,000		\$ 1,000
1400	13070000	DEFERRED COMPENSATION	030-500301	EQUIPMENT NEW REPLACEMENT		\$ 2,021	\$ 2,021
1400	13070000	DEFERRED COMPENSATION	039-500188	TELECOMMUNICATIONS		\$ 480	\$ 480
1400	13070000	DEFERRED COMPENSATION	057-500531	BOOKS PERIODICALS SUBSCRIP		\$ 400	\$ 400
1400	13070000	DEFERRED COMPENSATION	060-500602	BENEFITS	\$ 28,332		\$ 28,332
1400	13070000	DEFERRED COMPENSATION	066-500543	EMPLOYEE TRAINING	\$ 5,000		\$ 5,000
1400	13070000	DEFERRED COMPENSATION	070-500704	IN STATE TRAVEL REIMBURSEME	\$ 4,000		\$ 4,000
1400	13070000	DEFERRED COMPENSATION	080-500710	OUT OF STATE TRAVEL REIMB	\$ 8,000		\$ 8,000
1400	13070000	DEFERRED COMPENSATION	102-500731	CONTRACTS FOR PROGRAM SERVI	\$ 40,000		\$ 40,000
1400	13070000	DEFERRED COMPENSATION	206-509206	DEFERRED COMP IN ADVISORS	\$ 67,500		\$ 67,500
		TOTAL			\$ 217,012	\$ -	\$ 217,012
		REVENUES					
		Total Other Funds	009-407067		\$ 217,012	\$ -	\$ 217,012
1400	13500000	BUDGET OFFICE	010-500100	PERSONAL SERVICES PERM CLAS	\$ 688,355	\$ -	\$ 688,355
1400	13500000	BUDGET OFFICE	011-500102	PERSONAL SERVICES UNCLASSIF	\$ 104,964		\$ 104,964
1400	13500000	BUDGET OFFICE	018-500106	OVERTIME	\$ 17,000	\$ -	\$ 17,000
1400	13500000	BUDGET OFFICE	020-500200	CURRENT EXPENSES	\$ 10,500	\$ (400)	\$ 10,100
1400	13500000	BUDGET OFFICE	030-500301	EQUIPMENT NEW REPLACEMENT	\$ 250		\$ 250
1400	13500000	BUDGET OFFICE	039-500188	TELECOMMUNICATIONS	\$ 6,025		\$ 6,025
1400	13500000	BUDGET OFFICE	060-500602	BENEFITS	\$ 361,458		\$ 361,458
1400	13500000	BUDGET OFFICE	066-500543	EMPLOYEE TRAINING	\$ 100		\$ 100
1400	13500000	BUDGET OFFICE	070-500704	IN STATE TRAVEL REIMBURSEME	\$ 600	\$ 400	\$ 1,000
1400	13500000	BUDGET OFFICE	080-500710	OUT OF STATE TRAVEL REIMB	\$ 600		\$ 600
		TOTAL			\$ 1,189,852	\$ -	\$ 1,189,852
		REVENUES					
		Total General Funds	010-000010		\$ 1,189,852	\$ -	\$ 1,189,852
1400	13600000	BUSINESS OFFICE	010-500100	PERSONAL SERVICES PERM CLAS	\$ 217,939		\$ 217,939
1400	13600000	BUSINESS OFFICE	018-500106	OVERTIME	\$ 3,001		\$ 3,001
1400	13600000	BUSINESS OFFICE	020-500200	CURRENT EXPENSES	\$ 2,000	\$ 1,200	\$ 3,200
1400	13600000	BUSINESS OFFICE	022-500255	RENTS-LEASES OTHER THAN STA	\$ 2,000	\$ (1,200)	\$ 800
1400	13600000	BUSINESS OFFICE	024-500227	MAINT OTHER THAN BUILD-GRN	\$ 100		\$ 100
1400	13600000	BUSINESS OFFICE	030-500301	EQUIPMENT NEW REPLACEMENT	\$ 100		\$ 100
1400	13600000	BUSINESS OFFICE	035-583514	SHARED SERVICES SUPPORT	\$ 69,996		\$ 69,996

1400	13600000	BUSINESS OFFICE	070-500704	IN STATE TRAVEL REIMBURSEME	\$	1		\$	1
1400	13600000	BUSINESS OFFICE	080-500710	OUT OF STATE TRAVEL REIMB	\$	1		\$	1
		TOTAL			\$	411,049	\$	-	\$ 411,049
		REVENUES							
		Total General Funds	010-000010		\$	411,049	\$	-	\$ 411,049
		TOTAL 1400			\$	1,817,913	\$	-	\$ 1,817,913
1405	13300000	FINANCIAL REPORTING	010-500100	PERSONAL SERVICES PERM CLAS	\$	295,688		\$	295,688
1405	13300000	FINANCIAL REPORTING	011-500102	PERSONAL SERVICES UNCLASSIF	\$	105,000		\$	105,000
1405	13300000	FINANCIAL REPORTING	020-500200	CURRENT EXPENSES	\$	12,000	\$	(1,300)	\$ 10,700
1405	13300000	FINANCIAL REPORTING	022-500255	RENTS-LEASES OTHER THAN STA	\$	600		\$	600
1405	13300000	FINANCIAL REPORTING	026-500251	ORGANIZATIONAL DUES	\$	5,000		\$	5,000
1405	13300000	FINANCIAL REPORTING	039-500188	TELECOMMUNICATIONS	\$	1,750		\$	1,750
1405	13300000	FINANCIAL REPORTING	060-500602	BENEFITS	\$	183,976		\$	183,976
1405	13300000	FINANCIAL REPORTING	070-500704	IN STATE TRAVEL REIMBURSEME	\$	50		\$	50
		TOTAL			\$	604,064	\$	(1,300)	\$ 602,764
		REVENUES							
		Total General Funds	010-000010		\$	604,064	\$	(1,300)	\$ 602,764
		TOTAL 1405			\$	604,064	\$	(1,300)	\$ 602,764
1410	10440000	PERSONNEL ADMIN - SUPPORT	010-500100	PERSONAL SERVICES PERM CLAS	\$	906,009		\$	906,009
1410	10440000	PERSONNEL ADMIN - SUPPORT	011-500102	PERSONAL SERVICES UNCLASSIF	\$	94,112	\$	(40,000)	\$ 54,112
1410	10440000	PERSONNEL ADMIN - SUPPORT	012-500128	PERSONAL SERVICES UNCLASSIF	\$	66,765		\$	66,765
1410	10440000	PERSONNEL ADMIN - SUPPORT	018-500106	OVERTIME	\$	200		\$	200
1410	10440000	PERSONNEL ADMIN - SUPPORT	020-500200	CURRENT EXPENSES	\$	8,849		\$	8,849
1410	10440000	PERSONNEL ADMIN - SUPPORT	022-500255	RENTS-LEASES OTHER THAN STA	\$	7,154		\$	7,154
1410	10440000	PERSONNEL ADMIN - SUPPORT	024-500227	MAINT OTHER THAN BUILD-GRN	\$	225		\$	225
1410	10440000	PERSONNEL ADMIN - SUPPORT	026-500251	ORGANIZATIONAL DUES	\$	4,000		\$	4,000
1410	10440000	PERSONNEL ADMIN - SUPPORT	030-500301	EQUIPMENT NEW REPLACEMENT	\$	250		\$	250
1410	10440000	PERSONNEL ADMIN - SUPPORT	039-500188	TELECOMMUNICATIONS	\$	10,000		\$	10,000
1410	10440000	PERSONNEL ADMIN - SUPPORT	050-500109	PERSONAL SERVICE TEMP APPOI	\$	52,000	\$	40,000	\$ 92,000
1410	10440000	PERSONNEL ADMIN - SUPPORT	060-500602	BENEFITS	\$	568,232		\$	568,232
1410	10440000	PERSONNEL ADMIN - SUPPORT	066-500543	EMPLOYEE TRAINING	\$	100		\$	100
1410	10440000	PERSONNEL ADMIN - SUPPORT	070-500704	IN STATE TRAVEL REIMBURSEME	\$	400		\$	400
1410	10440000	PERSONNEL ADMIN - SUPPORT	080-500710	OUT OF STATE TRAVEL REIMB	\$	50		\$	50
1410	10440000	PERSONNEL ADMIN - SUPPORT	103-500735	CONTRACTS FOR OP SERVICES	\$	50		\$	50
		TOTAL			\$	1,718,396	\$	-	\$ 1,718,396

ur/Div	Acct Unit	Description	Class	Class Description	Current Adjusted Authorized	Amount to Transfer	Revised Adj Authorized
		REVENUES					
		Total General Funds	010-000010		\$ 1,466,180	\$ -	\$ 1,466,180
		Total Other Funds	009-407017		\$ 252,216	\$ -	\$ 252,216
		TOTAL REVENUES			\$ 1,718,396		\$ 1,718,396
		TOTAL 1410			\$ 1,718,396	\$ -	\$ 1,718,396
1415	20450000	BUREAU OF COURT FACILITIES	010-500100	PERSONAL SERVICES PERM CLAS	\$ 939,489	\$ (57,500)	\$ 881,989
1415	20450000	BUREAU OF COURT FACILITIES	018-500106	OVERTIME	\$ 34,999	\$ 15,000	\$ 49,999
1415	20450000	BUREAU OF COURT FACILITIES	020-500200	CURRENT EXPENSES	\$ 181,071		\$ 181,071
1415	20450000	BUREAU OF COURT FACILITIES	022-500255	RENTS-LEASES OTHER THAN STA	\$ 3,975,095		\$ 3,975,095
1415	20450000	BUREAU OF COURT FACILITIES	023-500210	HEAT ELECTRICITY WATER	\$ 1,662,192	\$ 100,000	\$ 1,762,192
1415	20450000	BUREAU OF COURT FACILITIES	024-500227	MAINT OTHER THAN BUILD-GRN	\$ 5,000		\$ 5,000
1415	20450000	BUREAU OF COURT FACILITIES	030-500311	EQUIPMENT NEW REPLACEMENT	\$ 25,935		\$ 25,935
1415	20450000	BUREAU OF COURT FACILITIES	035-583514	SHARED SERVICE SUPPORT	\$ 34,135		\$ 34,135
1415	20450000	BUREAU OF COURT FACILITIES	039-500188	TELECOMMUNICATIONS	\$ 50,500		\$ 50,500
1415	20450000	BUREAU OF COURT FACILITIES	047-500240	OWN FORCES MAINT BUILD-GRN	\$ 10,000		\$ 10,000
1415	20450000	BUREAU OF COURT FACILITIES	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$ 717,903	\$ (57,500)	\$ 660,403
1415	20450000	BUREAU OF COURT FACILITIES	050-500109	PERSONAL SERVICE TEMP APPOI	\$ 558,084		\$ 558,084
1415	20450000	BUREAU OF COURT FACILITIES	060-500602	BENEFITS	\$ 700,013		\$ 700,013
1415	20450000	BUREAU OF COURT FACILITIES	070-500704	IN STATE TRAVEL REIMBURSEME	\$ 18,171		\$ 18,171
1415	20450000	BUREAU OF COURT FACILITIES	103-500736	CONTRACTS FOR OP SERVICES	\$ 208,582		\$ 208,582
1415	20450000	BUREAU OF COURT FACILITIES	202-509202	RELOCATION	\$ 8,000		\$ 8,000
		TOTAL			\$ 9,129,169	\$ -	\$ 9,129,169
		REVENUES					
		Total General Funds	010-000010		\$ -	\$ -	\$ -
		Transfer Other Agencies	various		\$ 9,129,169	\$ -	\$ 9,129,169
		TOTAL REVENUES			\$ 9,129,169	\$ -	\$ 9,129,169
1415	20510000	BRIDGES HOUSE	018-500106	OVERTIME	\$ 7,099		\$ 7,099
1415	20510000	BRIDGES HOUSE	020-500200	CURRENT EXPENSES	\$ 3,708	\$ 2,500	\$ 6,208
1415	20510000	BRIDGES HOUSE	022-500255	RENTS-LEASES OTHER THAN STA	\$ 6,573	\$ (2,500)	\$ 4,073
1415	20510000	BRIDGES HOUSE	023-500210	HEAT ELECTRICITY WATER	\$ 10,579	\$ (2,500)	\$ 8,079
1415	20510000	BRIDGES HOUSE	030-500311	EQUIPMENT NEW REPLACEMENT	\$ 5,000	\$ (1,000)	\$ 4,000
1415	20510000	BRIDGES HOUSE	039-500188	TELECOMMUNICATIONS	\$ 1,250		\$ 1,250
1415	20510000	BRIDGES HOUSE	047-500240	OWN FORCES MAINT BUILD-GRN	\$ 1,069		\$ 1,069
1415	20510000	BRIDGES HOUSE	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$ 10,189	\$ 3,500	\$ 13,689
1415	20510000	BRIDGES HOUSE	050-500109	PERSONAL SERVICE TEMP APPOI	\$ 14,580		\$ 14,580
1415	20510000	BRIDGES HOUSE	060-500602	BENEFITS	\$ 2,520		\$ 2,520

		REVENUES					
		Total General Funds	010-000010		\$	62,131	\$ 62,131
		Total Agency Income	007-400000		\$	2,600	\$ 2,600
		TOTAL REVENUES			\$	64,731	\$ - \$ 64,731
1415	20810000	EMERGENCY OPERATIONS CENTER	010-500100	PERSONAL SERVICES PERM CLAS	\$	111,988	\$ 111,988
1415	20810000	EMERGENCY OPERATIONS CENTER	018-500106	OVERTIME	\$	6,180	\$ 5,000 \$ 11,180
1415	20810000	EMERGENCY OPERATIONS CENTER	020-500200	CURRENT EXPENSES	\$	44,090	\$ 10,000 \$ 54,090
1415	20810000	EMERGENCY OPERATIONS CENTER	022-500255	RENTS-LEASES OTHER THAN STA	\$	150	\$ 150
1415	20810000	EMERGENCY OPERATIONS CENTER	023-500210	HEAT ELECTRICITY WATER	\$	210,319	\$ (10,000) \$ 200,319
1415	20810000	EMERGENCY OPERATIONS CENTER	030-500311	EQUIPMENT NEW REPLACEMENT	\$	2,770	\$ 2,770
1415	20810000	EMERGENCY OPERATIONS CENTER	039-500188	TELECOMMUNICATIONS	\$	1,400	\$ 1,400
1415	20810000	EMERGENCY OPERATIONS CENTER	047-500240	OWN FORCES MAINT BUILD-GRN	\$	3,001	\$ 3,001
1415	20810000	EMERGENCY OPERATIONS CENTER	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$	42,533	\$ 42,533
1415	20810000	EMERGENCY OPERATIONS CENTER	050-500109	PERSONAL SERVICE TEMP APPOI	\$	40,150	\$ (5,500) \$ 34,650
1415	20810000	EMERGENCY OPERATIONS CENTER	060-500602	BENEFITS	\$	50,232	\$ 50,232
1415	20810000	EMERGENCY OPERATIONS CENTER	070-500704	IN STATE TRAVEL REIMBURSEME	\$	669	\$ 500 \$ 1,169
1415	20810000	EMERGENCY OPERATIONS CENTER	103-500736	CONTRACTS FOR OP SERVICES	\$	12,461	\$ 12,461
		TOTAL			\$	525,943	\$ - \$ 525,943
		REVENUES					
		Total General Funds	010-000010		\$	-	
		Transfer Other Agencies	various		\$	525,943	\$ 525,943
		TOTAL REVENUES			\$	525,943	\$ 525,943
1415	20910000	PUBLIC WORKS BUREAU	010-500100	PERSONAL SERVICES PERM CLAS	\$	1,307,582	\$ 1,307,582
1415	20910000	PUBLIC WORKS BUREAU	018-500106	OVERTIME	\$	30,813	\$ 30,813
1415	20910000	PUBLIC WORKS BUREAU	020-500200	CURRENT EXPENSES	\$	34,210	\$ 34,210
1415	20910000	PUBLIC WORKS BUREAU	022-500255	RENTS-LEASES OTHER THAN STA	\$	1,562	\$ 1,562
1415	20910000	PUBLIC WORKS BUREAU	025-506467	STATE OWNED EQUIPMENT USAGE	\$	33,652	\$ 33,652
1415	20910000	PUBLIC WORKS BUREAU	030-500311	EQUIPMENT NEW REPLACEMENT	\$	1	\$ 1
1415	20910000	PUBLIC WORKS BUREAU	037-500165	TECHNOLOGY-HARDWARE	\$	1,566	\$ 1,566
1415	20910000	PUBLIC WORKS BUREAU	038-500175	TECHNOLOGY-SOFTWARE	\$	3,451	\$ 3,451
1415	20910000	PUBLIC WORKS BUREAU	039-500188	TELECOMMUNICATIONS	\$	14,556	\$ 14,556
1415	20910000	PUBLIC WORKS BUREAU	049-500294	TRANSFER TO OTHER STATE AGE	\$	33,952	\$ 33,952
1415	20910000	PUBLIC WORKS BUREAU	050-500109	PERSONAL SERVICE TEMP APPOI	\$	157,301	\$ 157,301
1415	20910000	PUBLIC WORKS BUREAU	059-500117	TEMP FULL TIME	\$	109,699	\$ 109,699

<u>Jur/Div</u>	<u>Acct Unit</u>	<u>Description</u>	<u>Class</u>	<u>Class Description</u>	<u>Current Adjusted Authorized</u>	<u>Amount to Transfer</u>	<u>Revised Adj Authorized</u>
1415	20910000	PUBLIC WORKS BUREAU	060-500602	BENEFITS	\$ 766,893		\$ 766,893
1415	20910000	PUBLIC WORKS BUREAU	066-500543	EMPLOYEE TRAINING	\$ 1		\$ 1
1415	20910000	PUBLIC WORKS BUREAU	070-500704	IN STATE TRAVEL REIMBURSEME	\$ 4,407	\$ (325)	\$ 4,082
1415	20910000	PUBLIC WORKS BUREAU	080-500712	OUT OF STATE TRAVEL REIMB	\$ 1,206	\$ 325	\$ 1,531
1415	20910000	PUBLIC WORKS BUREAU	103-500736	CONTRACTS FOR OP SERVICES	\$ 6,500		\$ 6,500
		TOTAL REVENUES			\$ 2,507,352	\$ -	\$ 2,507,352
		Total General Funds	010-000010		\$ 1,814,304		\$ 1,814,304
		Total Agency Income	009-402065		\$ 693,048		\$ 693,048
		TOTAL REVENUES			\$ 2,507,352	\$ -	\$ 2,507,352
1415	20930000	61 SOUTH SPRING ST.	010-500100	PERSONAL SERVICES PERM CLAS	\$ 28,308		\$ 28,308
1415	20930000	61 SOUTH SPRING ST.	018-500106	OVERTIME	\$ 241	\$ 3,000	\$ 3,241
1415	20930000	61 SOUTH SPRING ST.	020-500200	CURRENT EXPENSES	\$ 8,488		\$ 8,488
1415	20930000	61 SOUTH SPRING ST.	022-500255	RENTS-LEASES OTHER THAN STA	\$ 150		\$ 150
1415	20930000	61 SOUTH SPRING ST.	023-500210	HEAT ELECTRICITY WATER	\$ 92,021		\$ 92,021
1415	20930000	61 SOUTH SPRING ST.	030-500311	EQUIPMENT NEW REPLACEMENT	\$ 3,070		\$ 3,070
1415	20930000	61 SOUTH SPRING ST.	039-500188	TELECOMMUNICATIONS	\$ 1,500	\$ 250	\$ 1,750
1415	20930000	61 SOUTH SPRING ST.	047-500240	OWN FORCES MAINT BUILD-GRN	\$ 1,720		\$ 1,720
1415	20930000	61 SOUTH SPRING ST.	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$ 21,684	\$ (3,250)	\$ 18,434
1415	20930000	61 SOUTH SPRING ST.	060-500602	BENEFITS	\$ 21,481		\$ 21,481
1415	20930000	61 SOUTH SPRING ST.	070-500704	IN STATE TRAVEL REIMBURSEME	\$ 150		\$ 150
1415	20930000	61 SOUTH SPRING ST.	103-500736	CONTRACTS FOR OP SERVICES	\$ 27,795		\$ 27,795
1415	20930000	61 SOUTH SPRING ST.	200-509200	BUILDING USE ALLOWANCE	\$ 51,000		\$ 51,000
		TOTAL REVENUES			\$ 257,608	\$ -	\$ 257,608
		Total General Funds	010-000010		\$ 13,646	\$ -	\$ 13,646
		Transfer Other Agencies	various		\$ 243,962	\$ -	\$ 243,962
		TOTAL REVENUES			\$ 257,608	\$ -	\$ 257,608
1415	20940000	WALKER BUILDING	010-500100	PERSONAL SERVICES PERM CLAS	\$ 178,541		\$ 178,541
1415	20940000	WALKER BUILDING	018-500106	OVERTIME	\$ 8,000	\$ 350	\$ 8,350
1415	20940000	WALKER BUILDING	020-500200	CURRENT EXPENSES	\$ 48,022		\$ 48,022
1415	20940000	WALKER BUILDING	022-500255	RENTS-LEASES OTHER THAN STA	\$ 200		\$ 200
1415	20940000	WALKER BUILDING	023-500210	HEAT ELECTRICITY WATER	\$ 258,757		\$ 258,757
1415	20940000	WALKER BUILDING	030-500311	EQUIPMENT NEW REPLACEMENT	\$ 3,884		\$ 3,884
1415	20940000	WALKER BUILDING	039-500188	TELECOMMUNICATIONS	\$ 2,305		\$ 2,305
1415	20940000	WALKER BUILDING	040-500100	PERSONAL SERVICES PERM CLAS	\$ 250,000		\$ 250,000

1415	20940000	WALKER BUILDING	060-500602	BENEFITS	\$	124,521		\$	124,521
1415	20940000	WALKER BUILDING	070-500704	IN STATE TRAVEL REIMBURSEME	\$	1		\$	1
1415	20940000	WALKER BUILDING	103-500736	CONTRACTS FOR OP SERVICES	\$	17,400		\$	17,400
		TOTAL			\$	1,169,890	\$ -	\$	1,169,890
		REVENUES							
		Total General Funds	010-000010		\$	-	\$ -	\$	-
		Transfer Other Agencies	various		\$	1,169,890	\$ -	\$	1,169,890
		TOTAL REVENUES			\$	1,169,890	\$ -	\$	1,169,890
1415	20950000	LONDERGAN HALL	010-500100	PERSONAL SERVICES PERM CLAS	\$	61,043	\$ (500)	\$	60,543
1415	20950000	LONDERGAN HALL	018-500106	OVERTIME	\$	400	\$ 500	\$	900
1415	20950000	LONDERGAN HALL	020-500200	CURRENT EXPENSES	\$	9,702		\$	9,702
1415	20950000	LONDERGAN HALL	022-500255	RENTS-LEASES OTHER THAN STA	\$	75		\$	75
1415	20950000	LONDERGAN HALL	023-500210	HEAT ELECTRICITY WATER	\$	99,494	\$ (10,000)	\$	89,494
1415	20950000	LONDERGAN HALL	030-500311	EQUIPMENT NEW REPLACEMENT	\$	2,746		\$	2,746
1415	20950000	LONDERGAN HALL	039-500188	TELECOMMUNICATIONS	\$	1,000		\$	1,000
1415	20950000	LONDERGAN HALL	047-500240	OWN FORCES MAINT BUILD-GRN	\$	2,050		\$	2,050
1415	20950000	LONDERGAN HALL	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$	23,415	\$ 10,000	\$	33,415
1415	20950000	LONDERGAN HALL	050-500109	PERSONAL SERVICE TEMP APPOI	\$	34,253		\$	34,253
1415	20950000	LONDERGAN HALL	060-500602	BENEFITS	\$	49,148		\$	49,148
1415	20950000	LONDERGAN HALL	070-500704	IN STATE TRAVEL REIMBURSEME	\$	1		\$	1
1415	20950000	LONDERGAN HALL	103-500736	CONTRACTS FOR OP SERVICES	\$	6,363		\$	6,363
1415	20950000	LONDERGAN HALL	200-509200	BUILDING USE ALLOWANCE	\$	23,801		\$	23,801
		TOTAL			\$	313,491	\$ -	\$	313,491
		REVENUES							
		Total General Funds	010-000010		\$	-	\$ -	\$	-
		Transfer Other Agencies	various		\$	313,491	\$ -	\$	313,491
		TOTAL REVENUES			\$	313,491	\$ -	\$	313,491
1415	20960000	JOHNSON HALL	010-500100	PERSONAL SERVICES PERM CLAS	\$	26,270	\$ (400)	\$	25,870
1415	20960000	JOHNSON HALL	018-500106	OVERTIME	\$	785	\$ 400	\$	1,185
1415	20960000	JOHNSON HALL	020-500200	CURRENT EXPENSES	\$	12,000		\$	12,000
1415	20960000	JOHNSON HALL	022-500255	RENTS-LEASES OTHER THAN STA	\$	100		\$	100
1415	20960000	JOHNSON HALL	023-500210	HEAT ELECTRICITY WATER	\$	78,272		\$	78,272
1415	20960000	JOHNSON HALL	030-500311	EQUIPMENT NEW REPLACEMENT	\$	2,016		\$	2,016
1415	20960000	JOHNSON HALL	039-500188	TELECOMMUNICATIONS	\$	525		\$	525
1415	20960000	JOHNSON HALL	047-500240	OWN FORCES MAINT BUILD-GRN	\$	1,200		\$	1,200

<u>Cur/Div</u>	<u>Acct Unit</u>	<u>Description</u>	<u>Class</u>	<u>Class Description</u>	<u>Current Adjusted Authorized</u>	<u>Amount to Transfer</u>	<u>Revised Adj Authorized</u>
1415	20960000	JOHNSON HALL	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$ 33,045		\$ 33,045
1415	20960000	JOHNSON HALL	050-500109	PERSONAL SERVICE TEMP APPOI	\$ 7,500		\$ 7,500
1415	20960000	JOHNSON HALL	060-500602	BENEFITS	\$ 21,760		\$ 21,760
1415	20960000	JOHNSON HALL	103-500736	CONTRACTS FOR OP SERVICES	\$ 5,249		\$ 5,249
1415	20960000	JOHNSON HALL	200-509200	BUILDING USE ALLOWANCE	\$ 9,115		\$ 9,115
		TOTAL			\$ 197,837	\$ -	\$ 197,837
		REVENUES					
		Total General Funds	010-000010		\$ -	\$ -	\$ -
		Transfer Other Agencies	various		\$ 197,837	\$ -	\$ 197,837
		TOTAL REVENUES			\$ 197,837	\$ -	\$ 197,837
1415	20970000	SPAULDING HALL	010-500100	PERSONAL SERVICES PERM CLAS	\$ 47,583		\$ 47,583
1415	20970000	SPAULDING HALL	018-500106	OVERTIME	\$ 9,000		\$ 9,000
1415	20970000	SPAULDING HALL	020-500200	CURRENT EXPENSES	\$ 9,010	\$ (150)	\$ 8,860
1415	20970000	SPAULDING HALL	022-500255	RENTS-LEASES OTHER THAN STA	\$ 100		\$ 100
1415	20970000	SPAULDING HALL	023-500210	HEAT ELECTRICITY WATER	\$ 56,719		\$ 56,719
1415	20970000	SPAULDING HALL	030-500311	EQUIPMENT NEW REPLACEMENT	\$ 1,522		\$ 1,522
1415	20970000	SPAULDING HALL	039-500188	TELECOMMUNICATIONS	\$ 450	\$ 150	\$ 600
1415	20970000	SPAULDING HALL	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$ 18,693		\$ 18,693
1415	20970000	SPAULDING HALL	050-500109	PERSONAL SERVICE TEMP APPOI	\$ 33,148		\$ 33,148
1415	20970000	SPAULDING HALL	060-500602	BENEFITS	\$ 44,215		\$ 44,215
1415	20970000	SPAULDING HALL	103-500736	CONTRACTS FOR OP SERVICES	\$ 5,050		\$ 5,050
1415	20970000	SPAULDING HALL	200-509200	BUILDING USE ALLOWANCE	\$ 51,975		\$ 51,975
		TOTAL			\$ 277,465	\$ -	\$ 277,465
		REVENUES					
		Total General Funds	010-000010		\$ -	\$ -	\$ -
		Transfer Other Agencies	001-482826		\$ 277,465	\$ -	\$ 277,465
		TOTAL REVENUES			\$ 277,465	\$ -	\$ 277,465
1415	29500000	GENERAL SERVICES MAINT & GRND	010-500100	PERSONAL SERVICES PERM CLAS	\$ 761,314		\$ 761,314
1415	29500000	GENERAL SERVICES MAINT & GRND	018-500106	OVERTIME	\$ 40,000		\$ 40,000
1415	29500000	GENERAL SERVICES MAINT & GRND	020-500200	CURRENT EXPENSES	\$ 151,507		\$ 151,507
1415	29500000	GENERAL SERVICES MAINT & GRND	022-500255	RENTS-LEASES OTHER THAN STA	\$ 1,543		\$ 1,543
1415	29500000	GENERAL SERVICES MAINT & GRND	023-500210	HEAT ELECTRICITY WATER	\$ 1,023,971	\$ (6,000)	\$ 1,017,971
1415	29500000	GENERAL SERVICES MAINT & GRND	024-500227	MAINT OTHER THAN BUILD-GRN	\$ 1,300		\$ 1,300
1415	29500000	GENERAL SERVICES MAINT & GRND	030-500311	EQUIPMENT NEW REPLACEMENT	\$ 29,116		\$ 29,116
1415	29500000	GENERAL SERVICES MAINT & GRND	039-500188	TELECOMMUNICATIONS	\$ 16,864		\$ 16,864
1415	29500000	GENERAL SERVICES MAINT & GRND	047-500240	OWN FORCES MAINT BUILD-GRN	\$ 10,931		\$ 10,931

1415	29500000	GENERAL SERVICES MAINT & GRND	070-500704	IN STATE TRAVEL REIMBURSEME	\$	4,038	\$	6,000	\$	10,038
1415	29500000	GENERAL SERVICES MAINT & GRND	103-500736	CONTRACTS FOR OP SERVICES	\$	76,263			\$	76,263
		TOTAL			\$	3,575,171	\$	-	\$	3,575,171
		REVENUES								
		Total General Funds	010-000010		\$	3,549,784	\$	-	\$	3,549,784
		Transfer Other Agencies	001-482803		\$	7,937	\$	-	\$	7,937
		Transfer Other Agencies	001-482838		\$	17,450	\$	-	\$	17,450
		TOTAL REVENUES			\$	3,575,171	\$	-	\$	3,575,171
1415	29510000	DEPT OF SAFETY / DMV FACILITY	010-500100	PERSONAL SERVICES PERM CLAS	\$	313,376			\$	313,376
1415	29510000	DEPT OF SAFETY / DMV FACILITY	018-500106	OVERTIME	\$	14,722	\$	3,000	\$	17,722
1415	29510000	DEPT OF SAFETY / DMV FACILITY	020-500200	CURRENT EXPENSES	\$	63,229	\$	10,000	\$	73,229
1415	29510000	DEPT OF SAFETY / DMV FACILITY	022-500255	RENTS-LEASES OTHER THAN STA	\$	278			\$	278
1415	29510000	DEPT OF SAFETY / DMV FACILITY	023-500210	HEAT ELECTRICITY WATER	\$	406,337			\$	406,337
1415	29510000	DEPT OF SAFETY / DMV FACILITY	024-500225	MAINT OTHER THAN BUILD-GRN	\$	752			\$	752
1415	29510000	DEPT OF SAFETY / DMV FACILITY	030-500311	EQUIPMENT NEW REPLACEMENT	\$	12,052	\$	(500)	\$	11,552
1415	29510000	DEPT OF SAFETY / DMV FACILITY	039-500188	TELECOMMUNICATIONS	\$	4,228			\$	4,228
1415	29510000	DEPT OF SAFETY / DMV FACILITY	047-500240	OWN FORCES MAINT BUILD-GRN	\$	3,913			\$	3,913
1415	29510000	DEPT OF SAFETY / DMV FACILITY	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$	165,780	\$	(13,000)	\$	152,780
1415	29510000	DEPT OF SAFETY / DMV FACILITY	050-500109	PERSONAL SERVICE TEMP APPOI	\$	98,000			\$	98,000
1415	29510000	DEPT OF SAFETY / DMV FACILITY	060-500602	BENEFITS	\$	261,454			\$	261,454
1415	29510000	DEPT OF SAFETY / DMV FACILITY	070-500704	IN STATE TRAVEL REIMBURSEME	\$	122	\$	500	\$	622
1415	29510000	DEPT OF SAFETY / DMV FACILITY	103-500736	CONTRACTS FOR OP SERVICES	\$	42,775			\$	42,775
		TOTAL			\$	1,387,018	\$	-	\$	1,387,018
		REVENUES								
		Total General Funds	010-000010		\$	-	\$	-	\$	-
		Transfer Other Agencies	001-482823		\$	1,387,018	\$	-	\$	1,387,018
		TOTAL REVENUES			\$	1,387,018	\$	-	\$	1,387,018
1415	29520000	DOT BUILDINGS	010-500100	PERSONAL SERVICES PERM CLAS	\$	254,692			\$	254,692
1415	29520000	DOT BUILDINGS	018-500106	OVERTIME	\$	7,500	\$	1,500	\$	9,000
1415	29520000	DOT BUILDINGS	020-500200	CURRENT EXPENSES	\$	62,665	\$	(200)	\$	62,465
1415	29520000	DOT BUILDINGS	022-500255	RENTS-LEASES OTHER THAN STA	\$	200			\$	200
1415	29520000	DOT BUILDINGS	023-500210	HEAT ELECTRICITY WATER	\$	518,184			\$	518,184
1415	29520000	DOT BUILDINGS	030-500311	EQUIPMENT NEW REPLACEMENT	\$	23,001	\$	(5,300)	\$	17,701
1415	29520000	DOT BUILDINGS	039-500188	TELECOMMUNICATIONS	\$	2,828			\$	2,828
1415	29520000	DOT BUILDINGS	047-500240	OWN FORCES MAINT BUILD-GRN	\$	5,131			\$	5,131

<u>Jur/Div</u>	<u>Acct Unit</u>	<u>Description</u>	<u>Class</u>	<u>Class Description</u>	<u>Current Adjusted Authorized</u>	<u>Amount to Transfer</u>	<u>Revised Adj Authorized</u>
1415	29520000	DOT BUILDINGS	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$ 146,545	\$ 5,300	\$ 151,845
1415	29520000	DOT BUILDINGS	050-500109	PERSONAL SERVICE TEMP APPOI	\$ 100,502		\$ 100,502
1415	29520000	DOT BUILDINGS	060-500602	BENEFITS	\$ 213,092		\$ 213,092
1415	29520000	DOT BUILDINGS	070-500704	IN STATE TRAVEL REIMBURSEME	\$ 200	\$ 200	\$ 400
1415	29520000	DOT BUILDINGS	103-500736	CONTRACTS FOR OP SERVICES	\$ 21,795	\$ (1,500)	\$ 20,295
		TOTAL			\$ 1,356,335	\$ -	\$ 1,356,335
		REVENUES					
		Total General Funds	010-000010		\$ -	\$ -	\$ -
		Transfer Other Agencies	001-482896		\$ 1,356,335	\$ -	\$ 1,356,335
		TOTAL REVENUES			\$ 1,356,335	\$ -	\$ 1,356,335
1415	29980000	DISCOVERY CENTER	020-500200	CURRENT EXPENSES	\$ 7,728		\$ 7,728
1415	29980000	DISCOVERY CENTER	030-500311	EQUIPMENT NEW REPLACEMENT	\$ -	\$ 9,000	\$ 9,000
1415	29980000	DISCOVERY CENTER	047-500240	OWN FORCES MAINT BUILD-GRN	\$ 5,366		\$ 5,366
1415	29980000	DISCOVERY CENTER	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$ 56,906	\$ (9,000)	\$ 47,906
		TOTAL			\$ 70,000	\$ -	\$ 70,000
		REVENUES					
		Total General Funds	010-000010		\$ 70,000	\$ -	\$ 70,000
1415	53200000	LAKES REGION CAMPUS	020-500200	CURRENT EXPENSES	\$ 7,050		\$ 7,050
1415	53200000	LAKES REGION CAMPUS	022-500255	RENTS-LEASES OTHER THAN STA	\$ 250		\$ 250
1415	53200000	LAKES REGION CAMPUS	023-500210	HEAT ELECTRICITY WATER	\$ 107,650	\$ 15,000	\$ 122,650
1415	53200000	LAKES REGION CAMPUS	030-500311	EQUIPMENT NEW REPLACEMENT	\$ 1,000		\$ 1,000
1415	53200000	LAKES REGION CAMPUS	039-500188	TELECOMMUNICATIONS	\$ 2,500		\$ 2,500
1415	53200000	LAKES REGION CAMPUS	047-500240	OWN FORCES MAINT BUILD-GRN	\$ 9,000		\$ 9,000
1415	53200000	LAKES REGION CAMPUS	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$ 80,483	\$ (10,000)	\$ 70,483
1415	53200000	LAKES REGION CAMPUS	050-500109	PERSONAL SERVICE TEMP APPOI	\$ 60,601	\$ 4,000	\$ 64,601
1415	53200000	LAKES REGION CAMPUS	060-500602	BENEFITS	\$ 1,913	\$ 306	\$ 2,219
1415	53200000	LAKES REGION CAMPUS	070-500704	IN STATE TRAVEL REIMBURSEME	\$ 200		\$ 200
1415	53200000	LAKES REGION CAMPUS	103-500736	CONTRACTS FOR OP SERVICES	\$ 21,960		\$ 21,960
		TOTAL			\$ 292,607	\$ 9,306	\$ 301,913
		REVENUES					\$ -
		Total General Funds	010-000010		\$ 292,607	\$ 9,306	\$ 301,913
1415	59640000	DUBE BUILDING	023-500210	HEAT ELECTRICITY WATER	\$ 21,100	\$ (5,000)	\$ 16,100
1415	59640000	DUBE BUILDING	047-500240	OWN FORCES MAINT BUILD-GRN	\$ 2,394		\$ 2,394
1415	59640000	DUBE BUILDING	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$ 2,500		\$ 2,500
1415	59640000	DUBE BUILDING	050-500109	PERSONAL SERVICE TEMP APPOI	\$ 4,000	\$ (4,000)	\$ -
1415	59640000	DUBE BUILDING	060-500602	BENEFITS	\$ 306	\$ (306)	\$ -

1415	59660000	ANNA PHILBROOK CENTER	010-500100	PERSONAL SERVICES PERM CLAS	\$	24,385		\$	24,385
1415	59660000	ANNA PHILBROOK CENTER	018-500106	OVERTIME	\$	1,499		\$	1,499
1415	59660000	ANNA PHILBROOK CENTER	020-500200	CURRENT EXPENSES	\$	11,242		\$	11,242
1415	59660000	ANNA PHILBROOK CENTER	022-500255	RENTS-LEASES OTHER THAN STA	\$	250		\$	250
1415	59660000	ANNA PHILBROOK CENTER	023-500210	HEAT ELECTRICITY WATER	\$	88,067		\$	88,067
1415	59660000	ANNA PHILBROOK CENTER	030-500311	EQUIPMENT NEW REPLACEMENT	\$	4,909		\$	4,909
1415	59660000	ANNA PHILBROOK CENTER	039-500188	TELECOMMUNICATIONS	\$	1,000		\$	1,000
1415	59660000	ANNA PHILBROOK CENTER	042-500620	ADDITIONAL FRINGE BENEFITS	\$	2,820		\$	2,820
1415	59660000	ANNA PHILBROOK CENTER	047-500240	OWN FORCES MAINT BUILD-GRN	\$	10,334	\$ (1,100)	\$	9,234
1415	59660000	ANNA PHILBROOK CENTER	048-500226	CONTRACTUAL MAINT BUILD-GRN	\$	10,300		\$	10,300
1415	59660000	ANNA PHILBROOK CENTER	050-500109	PERSONAL SERVICE TEMP APPOI	\$	19,570		\$	19,570
1415	59660000	ANNA PHILBROOK CENTER	060-500602	BENEFITS	\$	18,720		\$	18,720
1415	59660000	ANNA PHILBROOK CENTER	070-500704	IN STATE TRAVEL REIMBURSEME	\$	500		\$	500
1415	59660000	ANNA PHILBROOK CENTER	103-500736	CONTRACTS FOR OP SERVICES	\$	2,771	\$ 1,100	\$	3,871
		TOTAL			\$	196,367	\$ -	\$	196,367
		REVENUES							
		Total General Funds	010-000010		\$	21,863	\$ -	\$	21,863
		Transfer Other Agencies	various		\$	174,504	\$ -	\$	174,504
		TOTAL 1415			\$	18,843,931	\$ -	\$	18,843,931
1420	13700000	FINANCIAL DATA MANAGEMENT	010-500100	PERSONAL SERVICES PERM CLAS	\$	1,668,622		\$	1,668,622
1420	13700000	FINANCIAL DATA MANAGEMENT	012-500128	PERSONAL SERVICES UNCLASSIF	\$	94,412		\$	94,412
1420	13700000	FINANCIAL DATA MANAGEMENT	018-500106	OVERTIME	\$	85,000		\$	85,000
1420	13700000	FINANCIAL DATA MANAGEMENT	020-500200	CURRENT EXPENSES	\$	2,200		\$	2,200
1420	13700000	FINANCIAL DATA MANAGEMENT	027-502799	TRANSFERS TO DOIT	\$	1,672,233		\$	1,672,233
1420	13700000	FINANCIAL DATA MANAGEMENT	037-500165	TECHNOLOGY-HARDWARE	\$	33,338		\$	33,338
1420	13700000	FINANCIAL DATA MANAGEMENT	038-500177	TECHNOLOGY-SOFTWARE	\$	712,460	\$ 1,300	\$	713,760
1420	13700000	FINANCIAL DATA MANAGEMENT	039-500188	TELECOMMUNICATIONS	\$	20,694		\$	20,694
1420	13700000	FINANCIAL DATA MANAGEMENT	046-500416	CONSULTANTS	\$	1		\$	1
1420	13700000	FINANCIAL DATA MANAGEMENT	060-500602	BENEFITS	\$	790,643		\$	790,643
1420	13700000	FINANCIAL DATA MANAGEMENT	066-500543	EMPLOYEE TRAINING	\$	1,000		\$	1,000
1420	13700000	FINANCIAL DATA MANAGEMENT	070-500704	IN STATE TRAVEL REIMBURSEME	\$	250		\$	250
1420	13700000	FINANCIAL DATA MANAGEMENT	080-500710	OUT OF STATE TRAVEL REIMB	\$	3,000		\$	3,000
		TOTAL			\$	5,083,853	\$ 1,300	\$	5,085,153
		REVENUES							
		Total General Funds	010-000010		\$	5,083,853	\$ 1,300	\$	5,085,153
		TOTAL 1420			\$	5,083,853	\$ 1,300	\$	5,085,153



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

February 20, 2014
Division of Operations

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to Chapter 144:95, Laws of 2013, authorize the Department of Transportation to transfer \$10,050 between Highway Fund accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2014.

04-096-096-960515-3198	Current Budget FY2014	Requested Change	Revised Budget FY2014
Fuel Distribution			
Expenses:			
010 500100 Personal Services – Permanent	\$243,092	\$0	\$243,092
018 500106 Overtime	15,000	0	15,000
019 500105 Holiday Pay	200	0	200
020 500200 Current Expense	19,863	0	19,863
022 500255 Rents-Leases Other than State	9,800	0	9,800
023 500291 Heat, Electricity, Water	12,000	0	12,000
024 500225 Maint. Other than Bldg-Grounds	88,075	0	88,075
030 500301 Equipment New Replacement	58,004	0	58,004
037 500174 Technology-Hardware	2,000	0	2,000
038 500175 Technology-Software	1,000	0	1,000
039 500180 Telecommunications	11,200	0	11,200
046 500463 Consultants	50,000	0	50,000
047 500240 Own Forces Maint Bldgs & Grnds	110,000	0	110,000

048 500226 Contractual Maint Bldgs & Grnds	182,389	0	182,389
050 500109 Personal Service Temp	45,000	0	45,000
057 500535 Books Periodicals Subscriptions	1,050	0	1,050
060 500601 Benefits	177,579	0	177,579
066 500543 Employee Training	8,000	0	8,000
070 500704 In-State Travel Reimbursement	1,175	(50)	1,125
080 500710 Out of State Travel	1,000	50	1,050
103 500741 Contracts for Op Services	5,000	0	5,000
Total	\$1,041,427	\$0	\$1,041,427
Source of Funds			
Revenue:			
009 405962 Agency Income	\$1,041,427	\$0	\$1,041,427
Total	\$1,041,427	\$0	\$1,041,427

04-096-096-960515-3052	Current Budget FY2014	Requested Change	Revised Budget FY2014
Transportation Management Center			
Expenses:			
010 500100 Personal Services – Permanent	\$628,331	\$0	\$628,331
018 500106 Overtime	30,000	0	30,000
019 500105 Holiday Pay	7,500	0	7,500
020 500200 Current Expense	67,610	(5,000)	62,610
022 500255 Rents-Leases Other than State	27,304	0	27,304
023 500291 Heat, Electricity, Water	11,500	5,000	16,500
024 500225 Maint. Other than Bldg-Grounds	109,885	0	109,885
026 500251 Organizational Dues	250	0	250
028 500292 Transfers to General Service	92,189	0	92,189
030 500301 Equipment New Replacement	37,712	0	37,712
037 500174 Technology-Hardware	176,353	0	176,353
038 500175 Technology-Software	63,048	0	63,048
039 500180 Telecommunications	58,400	0	58,400
046 500463 Consultants	50,000	0	50,000
048 500226 Contractual Maint Bldgs & Grnds	5,000	0	5,000
050 500109 Personal Service Temp	101,512	0	101,512
060 500601 Benefits	354,126	0	354,126
066 500543 Employee Training	6,870	0	6,870
070 500704 In-State Travel Reimbursement	300	0	300
080 500710 Out of State Travel	1,600	0	1,600
Total	\$1,829,490	\$0	\$1,829,490

Source of Funds			
Revenue:			
004 403630 Intra Agency Transfers	\$2,439	\$0	\$2,439
004 403631 Intra Agency Transfers	792,991	0	792,991
009 405968 Agency Income	33,205	0	33,205
000-000015 Highway Funds	1,000,855	0	1,000,855
Total	\$1,829,490	\$0	\$1,829,490

04-096-096-960515-3066	Current Budget FY2014	Requested Change	Revised Budget FY2014
Salted Wells			
Expenses:			
010 500100 Personal Services – Permanent	\$46,710	\$0	\$46,710
018 500106 Overtime	9,000	0	9,000
020 500200 Current Expense	1,000	0	1,000
024 500225 Maint. Other than Bldg-Grounds	300	0	300
030 500301 Equipment New Replacement	1,000	0	1,000
037 500174 Technology-Hardware	1,000	0	1,000
038 500175 Technology-Software	500	0	500
039 500180 Telecommunications	1,000	0	1,000
046 500463 Consultants	1,000	0	1,000
050 500109 Personal Service Temp	10,000	(5,000)	5,000
060 500601 Benefits	27,619	0	27,619
070 500704 In-State Travel Reimbursement	500	0	500
080 500710 Out of State Travel	200	0	200
400 500870 Construction Repair Materials	167,884	5,000	172,884
Total	\$267,713	\$0	\$267,713
Source of Funds			
Revenue:			
000-000015 Highway Funds	\$267,713	\$0	\$267,713

EXPLANATION

The Department requests authorization to transfer budgeted account funds among the various accounts in order to pay for services to accomplish and meet the State's transportation demands. Specific explanations relating to the Department's spending requests are as follows:

Fuel Distribution (3198) – 100% Agency Income

Class 070 Decrease In-State Travel Reimbursement by \$50

Class 080 Increase Out of State Travel Reimbursement by \$50

The above request is necessitated as a result of Veeder-Root training to program and repair underground storage tank monitoring devices. Actual costs came in slightly higher than anticipated during the budget process. Class 070 has excess funds due to less in-state travel expenses than expected this fiscal year.

Transportation Management Center (3052) – 43.48% Intra Agency Transfers, 1.81% Agency Income, 54.71% Highway Funds

Class 020 Decrease Current Expenses by \$5,000

Class 023 Increase Heat, Electricity, Water by \$5,000

This request is needed to cover electricity costs for Intelligent Transportation System (ITS) devices on I-93 and I-95. This is the first full year of having all the devices online. When the budget was prepared, costs were estimated with best judgment on what the devices would cost. There are excess funds in class 020 based on expected purchases for the remainder of the year.

Salted Wells (3066) – 100% Highway Funds

Class 050 Decrease Personal Service Temp by \$5,000

Class 400 Increase Construction Repair Materials by \$5,000

The above request is necessitated as a result of changing priorities during the fiscal year. The additional funds in class 400 will allow advertisement for an additional replacement well. There are excess funds in class 050 because funds were budgeted in anticipation of hiring temporary help however; temporary help is not needed at this point.

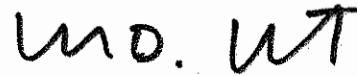
The following is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

1. Does transfer involve continuing programs or one-time projects?
Transfers are for continuing programs (not one-time).
2. Is this transfer required to maintain existing program level or will it increase program level?
Transfers are to maintain existing program levels (no increase in program level).
3. Cite any requirements, which make this program necessary.
RSA 21-L:2, in part, establishes that the Department will be responsible for planning, developing, and maintaining a state transportation network. This transfer will facilitate the accomplishment of this responsibility.
4. Identify the source of funds on all accounts listed on this transfer.
Source of funds is Agency Income, Intra-Agency Transfers and Highway Funds.

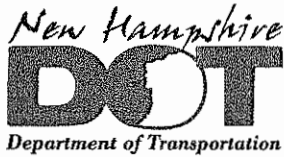
5. Will there be any effect on revenue if this transfer is approved or disapproved?
This transfer will have no effect on revenue.
6. Are funds expected to lapse if this transfer is not approved?
Should funds lapse as a result of not approving this request for project funding, such funds will lapse to their respective account fund balances.
7. Are personal services involved?
The transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,

Handwritten signature in black ink, appearing to read "C.D. Clement, Sr." with a stylized flourish at the end.

Christopher D. Clement, Sr.
Commissioner



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

February 25, 2014
Bureau of Rail & Transit

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to Chapter 144:95, Laws of 2013, authorize the Department of Transportation to transfer \$10,676 between Bureau of Rail & Transit accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2014.

04-096-096-964010-2916	Current Budget FY 2014	Requested Change	Revised Budget
Public Transportation			
Expenses:			
010 500100 Personal Services – Perm	\$301,748	\$0	\$301,748
018 500106 Overtime	3,000	3,000	6,000
020 500200 Current Expense	5,600	0	5,600
022 500255 Rents-Leases Other than State	430	0	430
024 500225 Maint Other than Build-Grn	1,087,500	0	1,087,500
026 500251 Organizational Dues	6,950	0	6,950
029 500290 Intra-Agency Transfers	9,060	0	9,060
030 500311 Equipment New Replacement	75,729	0	75,729
035 509035 Shared Services Support	4,598	0	4,598
037 500174 Technology- Hardware	2,500	0	2,500
039 500180 Telecommunications	3,900	0	3,900
040 500800 Indirect Costs	6,020	7,676	13,696
046 500463 Consultants	2,000	0	2,000
048 500226 Contractual Maint Build-Grn	860,000	0	860,000
057 500535 Books Periodicals Subscription	100	0	100

060 500601 Benefits	149,239	0	149,239
067 500557 Training of Providers	122,484	0	122,484
070 500704 In-State Travel Reimbursement	500	0	500
072 500575 Grants Federal	20,664,795	(10,676)	20,654,119
073 500581 Grants Non Federal	100,000	0	100,000
081 509081 Out of State Travel Fed Reimb	3,000	0	3,000
404 500880 Intra Direct Costs	2,436	0	2,436
Total	\$23,411,589	\$0	\$23,411,589
Source of Funds			
Revenue:			
000 404402 Federal Funds	\$2,014,239	\$0	\$2,014,239
000 404622 Federal Funds	21,166,491	0	21,166,491
000 409283 Federal Funds	35,084	0	35,084
005 402759 Private Local Funds	143,488	0	143,488
000-000010 General Funds	52,287	0	52,287
Total	\$23,411,589	\$0	\$23,411,589

EXPLANATION

The Department requests authorization to transfer budgeted account funds among the various accounts in order to pay for services incurred in meeting the State's transportation demands. Specific explanations relating to the Department's spending requests are as follows:

Public Transportation (2916) – 99.4% Federal Funds, 0.6% Private Local

- Class 018 Increase Overtime by \$3,000. This transfer is requested due to the impacts of fluctuating staffing levels, constant workload to complete essential functions, and preparation for a forthcoming Federal Transit Administration (FTA) Triennial Review.
- Class 040 Increase Indirect Costs by \$7,676. This transfer is requested due to the Public Transportation section's share of the Statewide Cost Allocation Plan (SWCAP) being more than was previously budgeted.
- Class 072 Decrease Grants - Federal by \$10,676. Based on planned projects and expenditures for the remainder of FY 2014 funds are available for this transfer.

The following is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:


1. Does transfer involve continuing programs or one-time projects?
Transfers are for continuing programs (not one-time).
2. Is this transfer required to maintain existing program level or will it increase program level?
Transfers are to maintain existing program levels (no increase in program level).
3. Cite any requirements, which make this program necessary.

RSA 21-L:2, in part, establishes that the Department will be responsible for planning, developing, and maintaining a state transportation network. This transfer will facilitate the accomplishment of this responsibility.

4. Identify the source of funds on all accounts listed on this transfer.
Source of funds is Federal and Agency Income.
5. Will there be any effect on revenue if this transfer is approved or disapproved?
This transfer will have no effect on revenue.
6. Are funds expected to lapse if this transfer is not approved?
Should funds lapse as a result of not approving this request for project funding, such funds will lapse to their respective account fund balances.
7. Are personal services involved?
The transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.
Commissioner

Item #	Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established		Comments
								Full-Time	Part-Time	
Note: This summary does not include additional federal American Recovery and Reinvestment Act (ARRA) revenues.										
FISCAL YEAR 2014										
13-165	July'13	Adjutant General's Department	RSA 14:30-a, VI	-	585,000	-	585,000			
		Adjutant General's Department Total		-	585,000	-	585,000	-	-	
13-163	July'13	Agriculture, Markets and Food, Department of	RSA 14:30-a, VI	-	156,342	-	156,342			
13-269	Jan'14	Agriculture, Markets and Food, Department of	RSA 14:30-a, VI	-	224,025	-	224,025			
		Agriculture, Markets and Food, Department of Total		-	380,367	-	380,367	-	-	
14-015	Feb'14	Board of Pharmacy	RSA 14:30-a, VI	-	-	368,871	368,871	1		Establishes a temporary full-time position in class 59
		Board of Pharmacy Total		-	-	368,871	368,871	1	-	
13-192	July'13	Energy and Planning	RSA 14:30-a, VI	-	-	200,000	200,000			
13-223	Oct'13	Energy and Planning	RSA 14:30-a, VI	-	-	200,000	200,000			
13-286	Jan'14	Energy and Planning	RSA 14:30-a, VI	-	-	99,501	99,501			
		Energy and Planning Total		-	-	499,501	499,501	-	-	
13-239	Nov'13	Environmental Services, Department of	RSA 14:30-a, VI	-	182,262	-	182,262			
13-245	Nov'13	Environmental Services, Department of	RSA 14:30-a, VI	-	-	1,250,000	1,250,000			
13-246	Nov'13	Environmental Services, Department of	RSA 14:30-a, VI	-	-	22,316,661	22,316,661	5		Funds are from account held by Justice. See FIS 13-257 for Justice portion of this transaction.
		Environmental Services, Department of Total		-	182,262	23,566,661	23,748,923	5	-	
13-295	Jan'14	DHHS - Division of Client Services	RSA 14:30-a, VI	-	9,544,393	-	9,544,393			
		DHHS - Division of Client Services Total		-	9,544,393	-	9,544,393	-	-	
13-224	Oct'13	DHHS - Division of Community Based Care	RSA 14:30-a, VI	-	353,203	-	353,203			
13-256	Nov'13	DHHS - Division of Community Based Care	RSA 14:30-a, VI	-	414,964	-	414,964			
13-290	Jan'14	DHHS - Division of Community Based Care	RSA 14:30-a, VI	-	198,000	-	198,000			
		DHHS - Division of Community Based Care Total		-	966,167	-	966,167	-	-	
13-232	Oct'13	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	168,941	-	168,941			
13-233	Oct'13	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	219,533	-	219,533			
14-019	Feb'14	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	313,717	-	313,717			Provides approval for establishing consultant
		DHHS - Division of Public Health Services Total		-	702,191	-	702,191	-	-	
13-296	Jan'14	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	-	36,211	36,211			
13-297	Jan'14	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	-	22,046	22,046			
13-298	Jan'14	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	421,538	259,945	681,483			
141-013	Feb'14	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	70,952	-	70,952			
		DHHS - Office of the Commissioner Total		-	492,490	318,202	810,692	-	-	
13-294	Jan'14	DHHS - Office of Human Services	RSA 14:30-a, VI	-	722,837	-	722,837			
		DHHS - Office of Human Services Total		-	722,837	-	722,837	-	-	
13-247	Nov'13	Insurance, Department of	RSA 14:30-a, VI	-	2,318,181	-	2,318,181			Provides approval for establishing consultant
		Insurance, Department of Total		-	2,318,181	-	2,318,181	-	-	
13-291	Jan'14	Information Technology, Department of	RSA 14:30-a, VI	-	254,995	-	254,995			Provides approval for establishing consultant

Item #	Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established	Comments
		Information Technology, Department of Total		-	254,995	-	254,995	-	-
13-186	July'13	Justice, Department of	RSA 14:30-a, VI	-	91,014	-	91,014	-	-
		Justice, Department of Total		-	91,014	-	91,014	-	-
14-009	Feb'14	Police Standards and Training Council	RSA 14:30-a, VI	-	323,284	-	323,284	-	-
		Police Standards and Training Council Total		-	323,284	-	323,284	-	-
13-167	July'13	Resources & Economic Development	RSA 14:30-a, VI	-	84,772	-	84,772	-	-
13-170	Sept'13	Resources & Economic Development	RSA 14:30-a, VI	-	3,009,272	-	3,009,272	-	-
13-200	Sept'13	Resources & Economic Development	RSA 14:30-a, VI	-	205,800	-	205,800	-	-
13-254	Nov'13	Resources & Economic Development	RSA 14:30-a, VI	-	-	9,100,000	9,100,000	-	DES accepted federal grant and assigned it directly to entity acquiring the conservation easement.
		Resources & Economic Development Total		-	3,299,844	9,100,000	12,399,844	-	-
13-177	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	9,543,746	-	9,543,746	-	-
13-178	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	3,271,590	-	3,271,590	-	-
13-179	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	532,223	-	532,223	-	-
13-180	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	811,162	-	811,162	-	-
13-181	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	5,636,571	-	5,636,571	-	-
13-188	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	982,455	-	982,455	-	-
13-189	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	284,000	-	284,000	-	-
13-217	Oct'13	Safety, Department of	RSA 14:30-a, VI	-	7,500,000	-	7,500,000	-	-
13-225	Oct'13	Safety, Department of	RSA 14:30-a, VI	-	360,599	-	360,599	-	Provides approval for establishing consultant
13-236	Oct'13	Safety, Department of	RSA 14:30-a, VI	-	202,241	-	202,241	-	-
13-280	Jan'14	Safety, Department of	RSA 14:30-a, VI	-	879,887	-	879,887	-	Provides approval for establishing consultant
13-287	Jan'14	Safety, Department of	RSA 14:30-a, VI	-	706,724	-	706,724	-	-
14-001	Feb'14	Safety, Department of	RSA 14:30-a, VI	-	-	149,081	149,081	-	Provides approval for establishing consultant
		Safety, Department of Total		-	30,711,198	149,081	30,860,279	-	-
13-194	Sept'13	Transportation, Department of	RSA 14:30-a, VI	-	-	887,233	887,233	-	-
		Transportation, Department of Total		-	-	887,233	887,233	-	-
		FY 2014 Total		-	50,574,223	34,889,549	85,463,772	6	-

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 02/14/14

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
FISCAL YEAR 2009											
09-124	April'09	Education, Department of	RSA 14:30-a, VI	50,000	-	50,000		-	-		-
09-130	April'09	Education, Department of	RSA 14:30-a, VI	50,000	-	50,000		-	-		-
09-131	April'09	Education, Department of	RSA 14:30-a, VI	1,000,000	-	1,000,000		-	-		-
09-135	April'09	Education, Department of	RSA 14:30-a, VI	1,001,406	-	1,001,406		-	1	12/31/2011	1,001
09-187	May'09	Education, Department of	RSA 14:30-a, VI	50,000	-	50,000		-	-		-
09-188	May'09	Education, Department of	RSA 14:30-a, VI	-	224,945	224,945	funds received from Labor-Workforce Opportunity Council	1	1	6/30/2011	-
Education, Department of Total				2,151,406	224,945	2,376,351		1	2		1,001
09-230	Jun'09	Employment Security, Office of	RSA 14:30-a, VI	2,242,944	-	2,242,944	FIS 11-088 reallocates funds; FIS 10-159 extended position end dates from 6/30/10 to 6/30/11	6	-	6/30/2011	2,243
09-231	Jun'09	Employment Security, Office of	RSA 14:30-a, VI	1,617,171	-	1,617,171	FIS 10-160 extended position end dates from 6/30/10 to 9/30/10	14	9	9/30/2010	1,617
Employment Security, Office of Total				3,860,115	-	3,860,115		20	9		3,860
09-095	April'09	Environmental Services, Department of	RSA 14:30-a, VI	1,730,000	-	1,730,000		-	-		1,730
09-162	May'09	Environmental Services, Department of	RSA 14:30-a, VI	1,286,000	-	1,286,000	FIS 11-120 reallocates funds	-	-		1,286
09-184	May'09	Environmental Services, Department of	RSA 14:30-a, VI	395,600	-	395,600		-	-		395
09-198	Jun'09	Environmental Services, Department of	RSA 14:30-a, VI	39,163,900	-	39,163,900	reallocates funds	-	3	12/31/2013	39,164
09-199	Jun'09	Environmental Services, Department of	RSA 14:30-a, VI	19,500,000	-	19,500,000	FIS 11-009 reallocates \$136,786 for better utilization of funds, FIS 12-100 reallocates \$14,700 for better utilization of funds	-	2	10/1/2015	19,500
Environmental Services, Department of Total				62,075,500	-	62,075,500		-	5		62,075
09-148	May'09	DHHS-Division for Children, Youth & Families	Ch 263:28,II, L'07	1,201,200	-	1,201,200		-	-		1,200
09-185	May'09	DHHS-Division for Children, Youth & Families	Ch 263:28,II, L'07	2,236,379	-	2,236,379		-	-		2,234
DHHS-Division for Children, Youth & Families Total				3,437,579	-	3,437,579		-	-		3,434
09-139	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	634,394	-	634,394		-	-		634
09-140	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	452,034	-	452,034		-	-		452
09-145	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	282,159	-	282,159		-	-		282
09-146	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	6,584,636	-	6,584,636		-	-		6,585
09-147	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	433,645	-	433,645		-	-		434
09-186	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	4,270,736	-	4,270,736		-	-		4,271
09-193	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	20,613,070	-	20,613,070		-	-		19,540
DHHS-Division of Community-Based Care Total				33,270,674	-	33,270,674		-	-		32,197
09-189	May'09	DHHS-Medicaid and Business Policy	Ch 263:28,II, L'07	16,068,204	-	16,068,204		-	-		16,054
09-190	May'09	DHHS-Medicaid and Business Policy	Ch 263:28,II, L'07	4,308,123	-	4,308,123		-	-		4,304

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 02/14/14

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
09-191	May'09	DHHS-Medicaid and Business Policy	Ch 263:28,II, L'07	111,277	-	111,277		-	-		111
		DHHS-Medicaid and Business Policy Total		20,487,604	-	20,487,604		-	-		20,469
09-111	April'09	Labor, Department of	RSA 14:30-a, VI	925,806	-	925,806		-	-		926
09-112	April'09	Labor, Department of	RSA 14:30-a, VI	1,876,488	-	1,876,488		-	-		1,876
09-113	April'09	Labor, Department of	RSA 14:30-a, VI	2,188,517	-	2,188,517		-	-		2,188
09-114	April'09	Labor, Department of	RSA 14:30-a, VI	101,044	-	101,044		-	-		101
		Labor, Department of Total		5,091,855	-	5,091,855		-	-		5,091
09-240	Jun'09	Office of Economic Stimulus	RSA 14:30-a, VI	15,700,000	-	15,700,000		5	-	9/30/2011	15,700
09-353	Oct'09	Office of Economic Stimulus	RSA 14:30-a, VI	18,366,514	-	18,366,514		-	-		-
		Office of Economic Stimulus Total		34,066,514	-	34,066,514		5	-		15,700
09-088	March'09	Office of Energy & Planning	RSA 14:30-a, VI	23,218,594	-	23,218,594	FIS 12-254 reallocates \$431,550 between class lines; FIS 13-141 reallocates 41,885 for period ending 9/30/2013	-	-		23,219
09-182	May'09	Office of Energy & Planning	RSA 14:30-a, VI	47,232	-	47,232		2	-	4/30/2012	47
10-204	Jun'10	Office of Energy & Planning	RSA 14:30-a, VI	(18,022,101)	-	(18,022,101)		-	-		(21,260)
		Office of Energy & Planning Total		5,243,725	-	5,243,725		2	-		2,006
09-089 & 09-277	March'09 & Aug'09	Transportation, Department of	RSA 14:30-a, VI	135,740,556	-	135,740,556	FIS 12-195 extends end date of FIS 09-089 from 2/17/12 to 9/30/15; FIS 12-238 moves \$150 from class 72 to class 60	-	-		135,744
09-151	May'09	Transportation, Department of	RSA 14:30-a, VI	1,000,000	-	1,000,000		-	-		-
09-163	May'09	Transportation, Department of	RSA 14:30-a, VI	4,600,000	-	4,600,000		-	-		-
		Transportation, Department of Total		141,340,556	-	141,340,556		-	-		135,744
		FY 2009 Total		\$ 311,025,528	\$ 224,945	\$ 311,250,473		28	16		\$ 281,578
FISCAL YEAR 2010											
09-229	Jun'09	Adjutant General	RSA 14:30-a, VI	5,081,000	-	5,081,000		-	-		5,076
		Adjutant General Total		5,081,000	-	5,081,000		-	-		5,076
09-222	Jun'09	Administrative Services, Department of	RSA 14:30-a, VI	-	215,264	215,264	funds received from Office of Energy & Planning	3	-	4/30/2012	-
09-261	Aug'09	Administrative Services, Department of	RSA 14:30-a, VI	68,405	-	68,405		-	-		-
10-003	Jan'10	Administrative Services, Department of	RSA 14:30-a, VI	67,766	-	67,766		-	-		68

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 02/14/14

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
10-046	Feb'10	Administrative Services, Department of	RSA 14:30-a, VI	-	5,387	5,387	funds received from Office of Energy & Planning	-	1	6/30/2011	-
		Administrative Services, Department of Total		136,171	220,651	356,822					68
09-223	Jun'09	Cultural Resources, Department of	RSA 14:30-a, VI	255,108	-	255,108		-	-		255
		Cultural Resources, Department of Total		255,108	-	255,108					255
09-124	April'09	Education, Department of	RSA 14:30-a, VI	165,765	-	165,765		-	-		-
09-130	April'09	Education, Department of	RSA 14:30-a, VI	708,156	-	708,156		-	-		-
09-131	April'09	Education, Department of	RSA 14:30-a, VI	21,730,633	-	21,730,633		-	-		-
09-135	April'09	Education, Department of	RSA 14:30-a, VI	14,472,421	-	14,472,421		-	-		14,472
09-187	May'09	Education, Department of	RSA 14:30-a, VI	125,000	-	125,000		-	-		-
09-188	May'09	Education, Department of	RSA 14:30-a, VI	-	1,153,958	1,153,958	funds received from Labor-Workforce Opportunity Council	-	-		-
09-266	Aug'09	Education, Department of	RSA 14:30-a, VI	37,382	-	37,382		-	-		37
09-267	Aug'09	Education, Department of	RSA 14:30-a, VI	85,020	-	85,020		-	-		85
09-330	Oct'09	Education, Department of	RSA 14:30-a, VI	673,359	-	673,359		-	-		673
10-004	Jan'10	Education, Department of	RSA 14:30-a, VI	2,124,026	-	2,124,026	FIS 12-068 transfers funds between class lines, extends end date for fund use and positions, also decreases audit setaside by \$400. FIS 12-296 moves \$361	1	1	12/31/2011, FIS 12-068 changed end date to 6/30/12	1,724
		Education, Department of Total		40,121,762	1,153,958	41,275,720					16,992
10-154	May'10	Employment Security, Office of	RSA 14:30-a, VI	217,500	-	217,500	funds received through State of Vermont (accepted as Federal Funds); funds will support portion of two existing positions in addition to two new positions. FIS 11-316 extends positions, accepts additional funds for FY 2012 (see below) and transfers between classes.	2	-	12/31/2011	218
		Employment Security, Office of Total		217,500	-	217,500					218
09-245	Jul'09	Environmental Services, Department of	RSA 14:30-a, VI	500,000	-	500,000		-	-		500

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Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
09-312	Sept'09	Environmental Services, Department of	RSA 14:30-a, VI	1,800,000	-	1,800,000	FIS 12-055 transfers \$38,000 between class lines	-	-		-
09-313	Sept'09	Environmental Services, Department of	RSA 14:30-a, VI	2,523,000	-	2,523,000		-	-		-
10-111	April'10	Environmental Services, Department of	RSA 14:30-a, VI	-	400,000	400,000	funds received from Office of Energy & Planning	-	-		-
10-114	April'10	Environmental Services, Department of	RSA 14:30-a, VI	-	-	-	reallocation of ARRA funds accepted in FY 2009 (09-184)	-	-		214
10-196	Jun'10	Environmental Services, Department of	RSA 14:30-a, VI	127,394	-	127,394		-	-		127
		Environmental Services, Department of Total		4,950,394	400,000	5,350,394		-	-		841
10-164	May'10	DHHS-Division of Behavioral Health	Ch 144:39,II, L'09	120,696	-	120,696	item also includes additional \$521,338 of other federal funds, and increases audit fund set-aside by \$642.	-	-		-
		DHHS-Division of Behavioral Health Total		120,696	-	120,696		-	-		-
09-243	Aug'09	DHHS-Division for Children, Youth & Families	Ch 144:39,II, L'09	3,624,621	-	3,624,621		-	-		1,623
10-099	April'10	DHHS-Division for Children, Youth & Families	Ch 144:39,II, L'09	110,165	-	110,165	item also includes additional \$110 of federal funds for audit fund set-aside	-	-		-
		DHHS-Division for Children, Youth & Families Total		3,734,786	-	3,734,786		-	-		1,623
09-241	Jul'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	2,306,161	-	2,306,161		-	-		2,306
09-251	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	9,203,266	-	9,203,266	item also includes additional \$9,212 of federal funds for audit fund set-aside	-	-		-
09-252	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	430,735	-	430,735		-	-		431
09-253	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	21,357,094	-	21,357,094		-	-		18,473
09-253	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	28,070,516	-	28,070,516		-	-		28,042
09-254	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	17,073,509	-	17,073,509	item also includes additional \$17,074 of federal funds for audit fund set-aside	-	-		-
09-255	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	1,719,042	-	1,719,042	item also includes additional \$1,721 of federal funds for audit fund set-aside	-	-		-

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								Full-Time	Part-Time		
09-256	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	546,892	-	546,892	item also includes additional \$547 of federal funds for audit fund set-aside	-	-		-
09-257	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	948,874	-	948,874	item also includes additional \$959 of federal funds for audit fund set-aside	-	-		-
09-297	Sept'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	4,687,400	-	4,687,400	item also includes additional \$4,692 of federal funds for audit fund set-aside	-	-		-
09-298	Sept'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	1,946,832	-	1,946,832	item also includes additional \$1,949 of federal funds for audit fund set-aside	-	-		-
09-326	Sept'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	700,700	-	700,700		-	-		700
09-394	Dec'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	1,001,000	-	1,001,000		-	-		1,000
10-093	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	197,460	-	197,460	item also includes additional \$198 of federal funds for audit fund set-aside	-	-		-
10-094	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	498,521	-	498,521	item also includes additional \$499 of federal funds for audit fund set-aside	-	-		-
10-102	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	5,861,751	-	5,861,751	item also includes additional \$707,868 of other federal funds, and increases audit fund set-aside by \$6,196.	-	-		-
10-103	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	3,427,217	-	3,427,217	item also includes additional \$3,427,217 of other federal funds, and increases audit fund set-aside by \$3,539.	-	-		-

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Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
10-104	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	1,363,092	-	1,363,092	item also includes additional \$1,365,819 of other federal funds, and increases audit fund set-aside by \$2,727.	-	-		-
		DHHS-Division of Community-Based Care Total		101,340,062	-	101,340,062					50,952
09-244	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II, L'09	3,762,500	-	3,762,500		-	-		3,763
09-294	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II, L'09	588,478	-	588,478		-	-		-
10-127	May'10	DHHS-Division of Family Assistance	Ch 144:39,II, L'09	3,654	-	3,654		-	-		2
		DHHS-Division of Family Assistance Total		4,354,632	-	4,354,632					3,765
09-258	Aug'09	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09	40,058,742	-	40,058,742		-	-		40,019
10-058	Feb'10	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09	282,368	-	282,368		-	-		-
10-115	April'10	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09	6,259,499	-	6,259,499	item also includes additional \$6,262,405 of other federal funds, and increases audit fund set-aside by \$7,711.	-	-		4,805
10-165	May'10	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09	110,891	-	110,891	item also includes \$479,039 of other federal funds, and increases audit fund set-aside by \$648.	-	-		-
		DHHS-Medicaid Business and Policy Total		46,711,499	-	46,711,499					44,824
10-090	Mar'10	DHHS-Office of Improvement, Integrity, & Info.	Ch 144:39,II, L'09	182,379	-	182,379		-	-		182
		DHHS-Office of Improvement, Integrity, & Info. Total		182,379	-	182,379					182
09-315	Sept'09	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	320,414	-	320,414		-	1	12/31/2011	320
09-325	Sept'09	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	257,785	-	257,785		-	-		258
10-092	April'10	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	121,778	-	121,778		-	-		123
10-128	May'10	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	1,125	-	1,125		-	-		1
		DHHS-Division of Public Health Services Total		701,102	-	701,102					702
09-262	Aug'09	Information Technology, Department of	RSA 14:30-a, VI	-	50,800	50,800	funds received from Office of Economic Stimulus; FIS 11-028 extends effective date from 6/30/11 to 9/30/11	-	-		-
		Information Technology, Department of Total		-	50,800	50,800					-
09-225	Jun'09	Justice, Department of	RSA 14:30-a, VI	366,780	-	366,780		-	-		366
09-226	Jun'09	Justice, Department of	RSA 14:30-a, VI	60,301	-	60,301		-	-		60

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								Full-Time	Part-Time		
09-227	Jun'09	Justice, Department of	RSA 14:30-a, VI	2,396,463	-	2,396,463	FIS 12-215 extends end date from 2/28/13 to 6/30/13; FIS 13-154 reallocates funds between accounts	3	-	6/30/2012	2,395
09-228	Jun'09	Justice, Department of	RSA 14:30-a, VI	704,906	-	704,906		-	-		704
10-038	Feb'10	Justice, Department of	RSA 14:30-a, VI	98,000	-	98,000	FIS 11-111 extends end date to April 30, 2012	-	1	4/30/2012	-
		Justice, Department of Total		3,626,450	-	3,626,450					3,525
09-111	April'09	Labor, Department of	RSA 14:30-a, VI	154,300	-	154,300		-	-		154
09-112	April'09	Labor, Department of	RSA 14:30-a, VI	312,748	-	312,748		-	-		313
09-113	April'09	Labor, Department of	RSA 14:30-a, VI	364,754	-	364,754		-	-		385
09-114	April'09	Labor, Department of	RSA 14:30-a, VI	25,262	-	25,262		-	-		25
09-308	Sept'09	Labor, Department of	RSA 14:30-a, VI	558,591	-	558,591		-	-		559
		Labor, Department of Total		1,415,655	-	1,415,655					1,416
09-240	Jun'09	Office of Economic Stimulus	RSA 14:30-a, VI	10,422,000	-	10,422,000		-	-		10,422
09-353	Oct'09	Office of Economic Stimulus	RSA 14:30-a, VI	(8,855,523)	-	(8,855,523)	reallocation of ARRA funds in this item includes an increase of \$500,000 in class 102 for auditing services in addition to audit fund set-aside amounts.	-	-		9,510
10-062	Feb'10	Office of Economic Stimulus	RSA 14:30-a, VI	(68,890)	-	(68,890)		2	-	9/30/2011	
		Office of Economic Stimulus Total		1,497,587	-	1,497,587					19,932
09-182	May'09	Office of Energy & Planning	RSA 14:30-a, VI	24,764,937	-	24,764,937		-	-		24,765
09-345	Oct'09	Office of Energy & Planning	RSA 14:30-a, VI	9,238,636	-	9,238,636	FIS 11-308 transfers \$4,865 between class lines	-	-		9,239
09-346	Oct'09	Office of Energy & Planning	RSA 14:30-a, VI	71,066	-	71,066		1	-	8/14/2012	71
09-384	Dec'09	Office of Energy & Planning	RSA 14:30-a, VI	1,251,817	-	1,251,817		-	-		1,252
10-203	Jun'10	Office of Energy & Planning	RSA 14:30-a, VI	6,459	-	6,459		1	-	5/31/2013	6
10-204	Jun'10	Office of Energy & Planning	RSA 14:30-a, VI	11,696,202	-	11,696,202		-	-		14,114
		Office of Energy & Planning Total		47,029,117	-	47,029,117					49,447
09-389	Dec'09	Public Utilities Commission	RSA 14:30-a, VI	195,487	-	195,487		3	-	12/31/2012	195
10-112	April'10	Public Utilities Commission	RSA 14:30-a, VI	-	280,000	280,000	funds received from Office of Energy & Planning, FIS 12-057 transfers funds between class lines	-	-		280

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								Full-Time	Part-Time		
10-144	May'10	Public Utilities Commission	RSA 14:30-a, VI	-	30,000	30,000	funds received from Office of Energy & Planning	-	-		30
10-145	May'10	Public Utilities Commission	RSA 14:30-a, VI	(77,401)	-	(77,401)		-	-		(77)
11-089	March'11	Public Utilities Commission	RSA 14:30-a, VI	(7,227)	-	(7,227)					
		Public Utilities Commission Total		110,859	310,000	420,859					428
09-318	Sept'09	Resources & Economic Development	RSA 14:30-a, VI	-	250,000	250,000	funds received from the Office of Economic Stimulus; FIS 12-123 reallocates \$26,000 for best utilization of funds	1	-	6/30/2012	-
09-354	Oct'09	Resources & Economic Development	RSA 14:30-a, VI	-	70,874	70,874	funds received from the Office of Economic Stimulus	1	-	9/30/2010	-
		Resources & Economic Development Total		-	320,874	320,874					-
09-290	Aug'09	Safety, Department of	RSA 14:30-a, VI	-	69,755	69,755	funds received from the Department of Justice; FIS 12-167 extends end date for grant and the 2 positions approved in original item	1	-	6/30/2012	-
09-342	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	244,033	244,033	funds received from the Office of Economic Stimulus; extends the end date for grant and for position approved in original item.	2	-	6/30/2012	-
09-347	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	87,362	87,362		1	-	6/30/2012	-
		Safety, Department of Total		-	401,150	401,150					-
09-371	Dec'09	Transportation, Department of	RSA 14:30-a, VI	310,070	-	310,070		-	-		-
10-121	April'10	Transportation, Department of	RSA 14:30-a, VI	1,304,433	-	1,304,433		-	-		-
		Transportation, Department of Total		1,614,503	-	1,614,503					-
10-010	Jan'10	Treasury Department	RSA 14:30-a, VI	400,000	-	400,000		-	-		-
		Treasury Department Total		400,000	-	400,000					-
		FY 2010 Total		\$ 263,601,262	\$ 2,857,433	\$ 266,458,695		22	4		\$ 200,246
FISCAL YEAR 2011											

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Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
09-222	Jun'09	Administrative Services, Department of	RSA 14:30-a, VI	-	220,205	220,205	funds received from Office of Energy & Planning	-	-		-
10-046	Feb'10	Administrative Services, Department of	RSA 14:30-a, VI	-	4,786	4,786	funds received from Office of Energy & Planning	-	-		-
10-300	Oct'10	Administrative Services, Department of	RSA 14:30-a, VI	82,124	-	82,124		-	-		-
		Administrative Services, Department of Total		82,124	224,991	307,115		-	-		-
09-223	Jun'09	Cultural Resources, Department of	RSA 14:30-a, VI	37,992	-	37,992		-	-		38
		Cultural Resources, Department of Total		37,992	-	37,992		-	-		38
09-241	Jul'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	2,306,161	-	2,306,161		-	-		2,306
09-252	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	54,265	-	54,265		-	-		54
09-326	Sept'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	1,697,594	-	1,697,594		-	-		1,698
09-394	Dec'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	(1,001,000)	-	(1,001,000)		-	-		(1,000)
11-092	March'11	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	2,890,497	-	2,890,497	the non-arras federal	-	-		-
11-100	March'11	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	8,761,984	-	8,761,984		-	-		8,762
11-101	March'11	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	17,439,803	-	17,439,803		-	-		17,440
11-125	March'11	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	1,901,509	-	1,901,509	Item included non ARRA federal funds that are accounted for on additional revenues	-	-		-
		DHHS-Division of Community-Based Care Total		34,050,813	-	34,050,813		-	-		29,260
11-036	Jan'11	DHHS-Bureau of Elderly and Adult Services	Ch 144:39,II, L'09	17,241,609	-	17,241,609		-	-		17,224
11-036	Jan'11	DHHS-Bureau of Elderly and Adult Services	Ch 144:39,II, L'09	26,398,707	-	26,398,707		-	-		26,372
11-191	June'11	DHHS-Bureau of Elderly and Adult Services	Ch 144:39,II, L'09	696,933	-	696,933		-	-		697
		DHHS-Bureau of Elderly and Adult Services Total		44,337,248	-	44,337,248		-	-		44,293
09-244	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II, L'09	1,237,500	-	1,237,500		-	-		1,238
09-294	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II, L'09	115,404	-	115,404		-	-		-
10-247	Sept'10	DHHS-Division of Family Assistance	Ch 144:39,II, L'09	3,763	-	3,763		-	-		-
		DHHS-Division of Family Assistance Total		1,356,667	-	1,356,667		-	-		1,238
		DHHS-Division for Children, Youth & Families	Ch 144:39,II, L'09	664,277	-	664,277		-	-		-
11-035	Jan'11	DHHS-Division for Children, Youth & Families	Ch 144:39,II, L'09	2,542,054	-	2,542,054		-	-		2,543
11-171	June'11	DHHS-Division for Children, Youth & Families	Ch 144:39,II, L'09	2,472,621	-	2,472,621		-	-		2,543
		DHHS-Division for Children, Youth & Families Total		5,678,952	-	5,678,952		-	-		5,086
10-090	Mar'10	DHHS-Office of Improvement, Integrity, & Info.	Ch 144:39,II, L'09	2,423,494	-	2,423,494		-	-		2,423
		DHHS-Office of Improvement, Integrity, & Info. Total		2,423,494	-	2,423,494		-	-		2,423
09-315	Sept'09	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	341,595	-	341,595		-	-		341
09-325	Sept'09	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	345,818	-	345,818		-	-		346
10-092	April'10	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	536,704	-	536,704		-	-		536
10-126	May'10	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	98,038	-	98,038		-	-		98
		DHHS-Division of Public Health Services Total		1,322,155	-	1,322,155		-	-		1,321
10-287	Oct'10	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09	212,493	-	212,493		-	-		212
10-345	Nov'10	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09 Ch 144:212, L'09	10,395,814	-	10,395,814	Uncompensated Care Fund "DSH"	-	-		10,396
11-074	Feb'11	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09	36,614,605	-	36,614,605		-	-		36,578
		DHHS-Medicaid Business and Policy Total		47,222,912	-	47,222,912		-	-		47,186
09-130	April'09	Education, Department of	RSA 14:30-a, VI	50,000	-	50,000		-	-		-

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								Full-Time	Part-Time		
09-131	April'09	Education, Department of	RSA 14:30-a, VI	1,000,000	-	1,000,000		-	-		-
09-187	May'09	Education, Department of	RSA 14:30-a, VI	15,310	-	15,310		-	-		-
09-188	May'09	Education, Department of	RSA 14:30-a, VI	-	1,016,418	1,016,418	funds received from Labor-Workforce Opportunity Council	-	-		-
09-266	Aug'09	Education, Department of	RSA 14:30-a, VI	42,713	-	42,713		-	-		43
09-267	Aug'09	Education, Department of	RSA 14:30-a, VI	121,457	-	121,457		-	-		122
09-330	Oct'09	Education, Department of	RSA 14:30-a, VI	977,008	-	977,008		-	-		976
10-004	Jan'10	Education, Department of	RSA 14:30-a, VI	1,085,349	-	1,085,349		-	-		3,209
10-202	Jun'10	Education, Department of	RSA 14:30-a, VI	15,473,827	-	15,473,827	FIS 12-026 transfers \$49,811 between class lines; FIS 12-306 extends end date	1	-	9/30/2011	15,474
10-237	Jul'10	Education, Department of	RSA 14:30-a, VI	2,645,093	-	2,645,093	FIS 12-283 transfers \$4552 between class lines and extends end date to 6/30/13	2	-	6/30/2012	2,645
11-086	March'11	Education, Department of	RSA 14:30-a, VI	808,155	-	808,155		-	-		-
11-087	March'11	Education, Department of	RSA 14:30-a, VI	23,730,632	-	23,730,632		-	-		-
		Education, Department of Total		45,949,544	1,016,418	46,965,962		3	-		22,469
11-141	May'11	Employment Security, Department of	RSA 14:30-a, VI	-	561,450	561,450	funds received from DRED	-	-		561
		Employment Security, Department of Total		-	561,450	561,450		-	-		561
10-278	Sept'10	Environmental Services, Department of	RSA 14:30-a, VI	78,217	-	78,217		-	-		-
		Environmental Services, Department of Total		78,217	-	78,217		-	-		-
09-262	Aug'09	Information Technology, Department of	RSA 14:30-a, VI	-	25,000	25,000	funds received from the Office of Economic Stimulus	-	-		-
		Information Technology, Department of Total		-	25,000	25,000		-	-		-
09-225	Jun'09	Justice, Department of	RSA 14:30-a, VI	220,220	-	220,220		-	-		220
09-227	Jun'09	Justice, Department of	RSA 14:30-a, VI	2,089,713	-	2,089,713		-	-		2,090
09-228	Jun'09	Justice, Department of	RSA 14:30-a, VI	353,735	-	353,735	FIS 11-085 chang	-	-		354
		Justice, Department of Total		2,663,668	-	2,663,668		-	-		2,664
09-111	April'09	Labor, Department of	RSA 14:30-a, VI	154,300	-	154,300		-	-		154
09-112	April'09	Labor, Department of	RSA 14:30-a, VI	312,748	-	312,748		-	-		313
09-113	April'09	Labor, Department of	RSA 14:30-a, VI	364,754	-	364,754		-	-		365
		Labor, Department of Total		831,802	-	831,802		-	-		832
09-240	Jun'09	Office of Economic Stimulus	RSA 14:30-a, VI	10,421,276	-	10,421,276		-	-		10,420
09-353	Oct'09	Office of Economic Stimulus	RSA 14:30-a, VI	(9,510,991)	-	(9,510,991)		-	-		(9,510)
10-062	Feb'10	Office of Economic Stimulus	RSA 14:30-a, VI	68,890	-	68,890		-	-		-
		Office of Economic Stimulus Total		979,175	-	979,175		-	-		910
09-182	May'09	Office of Energy & Planning	RSA 14:30-a, VI	547,941	-	547,941		-	-		548
		Office of Energy & Planning Total		547,941	-	547,941		-	-		548
09-345	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI	156,393	-	156,393		-	-		156
09-346	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI	102,883	-	102,883		-	-		103

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 02/14/14

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
09-384	Dec'09	Office of Energy and Planning	RSA 14:30-a, VI	5,910	-	5,910	FIS 11-140 request to move funds between class lines	-	-		6
10-203	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI	9,616,302	-	9,616,302	FIS 13-051 reallocates \$136,200 between expenditure classes and extends the completion date from 5/31/13 to 9/30/13.	-	-		9,616
10-204	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI	1,396,892	-	1,396,892		-	-		1,403
10-265	Sept'10	Office of Energy and Planning	RSA 14:30-a, VI	102,504	-	102,504	FIS 11-134 request to move funds between class lines; FIS 12-255 request to move funds between class lines and extend end date	-	-		-
10-280	Sept'10	Office of Energy and Planning	RSA 14:30-a, VI	-	-	-		2	-	4/30/2012	-
10-323	Nov'10	Office of Energy and Planning	RSA 14:30-a, VI	2,565,000	-	2,565,000	FIS 11-113 reallocates funds in FY 11 and FY 12; FIS 12-054 transfers between class lines and extends end date.	-	-		-
		Office of Energy and Planning Total		13,945,884	-	13,945,884		2	-		11,284
09-389	Dec'09	Public Utilities Commission	RSA 14:30-a, VI	299,603	-	299,603		-	-		300
10-112	April'10	Public Utilities Commission	RSA 14:30-a, VI	-	140,000	140,000	funds received from Office of Energy & Planning	-	-		140
10-144	May'10	Public Utilities Commission	RSA 14:30-a, VI	-	350,000	350,000	funds received from Office of Energy & Planning	-	-		350
10-145	May'10	Public Utilities Commission	RSA 14:30-a, VI	22,779	-	22,779		-	-		23
11-089	March'11	Public Utilities Commission	RSA 14:30-a, VI	(22,094)	-	(22,094)		-	-		-
		Public Utilities Commission Total		300,288	490,000	790,288		-	-		813
09-318	Sept'09	Resources & Economic Development	RSA 14:30-a, VI	-	250,000	250,000	funds received from the Office of Economic Stimulus	-	-		-
10-266	Sept'10	Resources & Economic Development	RSA 14:30-a, VI	972,474	-	972,474		-	-		-

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 02/14/14

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
11-029	Jan'11	Resources & Economic Development	RSA 14:30-a, VI		71,041	71,041	funds received from UNH to support broadband director pos	1	-		-
11-141	May'11	Resources & Economic Development	RSA 14:30-a, VI	561,450	-	561,450	FIS 13-010 extends end date for both DRED and DES to March 31, 2013; FIS 13-077 extends end date to 9/30/13.	-	-		-
Resources & Economic Development Total				1,533,924	321,041	1,854,965		1	-		-
09-290	Aug'09	Safety, Department of	RSA 14:30-a, VI	-	92,428	92,428	funds received from the Department of Justice	-	-		-
09-342	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	267,533	267,533	funds received from the Department of Justice	-	-		-
09-347	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	98,294	98,294	funds received from the Office of Economic Stimulus, FIS 13-023 reallocates \$29,300 of funds and accepts another \$28,815 of funds from NHDOJ	1	-		-
11-177	June'11	Safety, Department of	RSA 14:30-a, VI	-	350,691	350,691	funds received from UNH to hire 2 temp fulltime microwave techs	-	2		-
Safety, Department of Total				-	808,946	808,946		1	2		-
10-121	April'10	Transportation, Department of	RSA 14:30-a, VI	3,130,638	-	3,130,638		-	-		-
11-183	June'11	Transportation, Department of	RSA 14:30-a, VI	-	5,510,875	5,510,875	funds received from UNH	-	-		-
Transportation, Department of Total				-	5,510,875	5,510,875		-	-		-
10-010	Jan'10	Treasury Department	RSA 14:30-a, VI	1,600,000	-	1,600,000		-	-		-
Treasury Department Total				1,600,000	-	1,600,000		-	-		-
FY 2011 Total				\$ 208,073,438	\$ 8,958,721	\$ 217,032,159		7	2		\$ 170,926
FISCAL YEAR 2012											
09-222	Jun'09	Administrative Services, Department of	RSA 14:30-a, VI	-	192,889	192,889	funds received from Office of Energy & Planning	-	-		-

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 02/14/14

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
		Administrative Services, Department of Total		-	192,889	192,889		-	-		-
09-315	Sept'09	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	75,542	-	75,542		-	-		96
		DHHS-Division of Public Health Services Total		75,542	-	75,542		-	-		96
11-341	Dec'11	DHHS - Office of Information Services	Chapter 224:14, II, Laws of 2011	(494,078)	-	(494,078)		-	-		-
		DHHS - Office of Information Services Total		(494,078)	-	(494,078)		-	-		-
09-267	Aug'09	Education, Department of	RSA 14:30-a, VI	36,436	-	36,436		-	-		36
09-330	Oct'09	Education, Department of	RSA 14:30-a, VI	273,517	-	273,517		-	-		275
10-237	Jul'10	Education, Department of	RSA 14:30-a, VI	5,943,121	-	5,943,121	FIS 13-129 amends by transferring funds between accounts	-	-		5,943
11-255	Sept'11	Education, Department of	RSA 14:30-a, VI	605,624	-	605,624		-	-		-
		Education, Department of Total		6,858,698	-	6,858,698		-	-		6,254
	May'11	Employment Security, Department of	RSA 14:30-a, VI	-	147,000	147,000	funds received from DRED	-	-		147
11-316	Oct'11	Employment Security, Department of	RSA 14:30-a, VI	58,000	-	58,000		-	-		58
		Employment Security, Department of Total		58,000	147,000	205,000		-	-		205
09-227	Jun'09	Justice, Department of	RSA 14:30-a, VI	1,767,579	-	1,767,579		-	-		1,769
		Justice, Department of Total		1,767,579	-	1,767,579		-	-		1,769
09-182	May'09	Office of Energy & Planning	RSA 14:30-a, VI	466,891	-	466,891		-	-		467
		Office of Energy & Planning Total		466,891	-	466,891		-	-		467
09-345	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI	156,393	-	156,393		-	-		156
09-346	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI	121,302	-	121,302		-	-		121
09-384	Dec'09	Office of Energy and Planning	RSA 14:30-a, VI	4,273	-	4,273		-	-		4
10-203	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI	183,721	-	183,721	FIS 13-051 reallocates \$136,200 between expenditure classes and extends the completion date from 5/31/13 to 9/30/13.	-	-		184
10-204	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI	4,929,007	-	4,929,007		-	-		5,742
10-265	Sept'10	Office of Energy and Planning	RSA 14:30-a, VI	(87,579)	-	(87,579)		-	-		-
11-309	Oct'11	Office of Energy and Planning	RSA 14:30-a, VI	-	90,000	90,000	FIS 12-164 reallocates \$4,850 between class lines	-	-		-
12-132	April'12	Office of Energy and Planning	RSA 14:30-a, VI	36,644	-	36,644	FIS 12-256 reallocates \$1,200 between class lines. FIS 13-050 reallocates \$16,575 between class lines and extends the grant from 9/30/12 to 9/30/12.	-	-		-

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 02/14/14

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
		Office of Energy and Planning Total		5,343,761	90,000	5,433,761		-	-		6,207
09-318	Sept'09	Resources & Economic Development	RSA 14:30-a, VI	-	250,000	250,000	funds received from the Office of Economic Stimulus	-	-		-
11-141	May'11	Resources & Economic Development	RSA 14:30-a, VI	147,000	-	147,000		-	-		-
11-153	June'11	Resources & Economic Development	RSA 14:30-a, VI	-	75,442	75,442	funds received from UNH to support broadband director pos established in FIS 11-029	-	-		-
		Resources & Economic Development Total		147,000	325,442	472,442		-	-		-
09-389	Dec'09	Public Utilities Commission	RSA 14:30-a, VI	217,901	-	217,901		-	-		218
10-112	April'10	Public Utilities Commission	RSA 14:30-a, VI	-	96,000	96,000	funds received from Office of Energy & Planning	-	-		96
10-144	May'10	Public Utilities Commission	RSA 14:30-a, VI	-	120,000	120,000	funds received from Office of Energy & Planning	-	-		120
10-145	May'10	Public Utilities Commission	RSA 14:30-a, VI	43,880	-	43,880		-	-		44
11-089	March'11	Public Utilities Commission	RSA 14:30-a, VI	54,143	-	54,143		-	-		-
12-130	April'11	Public Utilities Commission	RSA 14:30-a, VI	-	100,000	100,000	funds received from OEP	-	-		-
		Public Utilities Commission Total		315,924	316,000	631,924		-	-		478
09-290	Aug'09	Safety, Department of	RSA 14:30-a, VI	-	81,947	81,947	funds received from the Department of Justice	-	-		-
09-342	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	174,360	174,360	funds received from the Department of Justice	-	-		-
09-347	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	91,044	91,044	funds received from the Office of Economic Stimulus	-	-		-
		Safety, Department of Total		-	347,351	347,351		-	-		-
		FY 2012 Total		14,539,318	1,418,682	15,958,000		-	-		15,476
FISCAL YEAR 2013											
11-341	Dec'11	DHHS - Office of Information Services	Chapter 224:14, II, Laws of 2011	963,258	-	963,258	-	-	-		1,194
		DHHS - Office of Information Services Total		963,258	-	963,258		-	-		1,194
11-141	May'11	Employment Security, Department of	RSA 14:30-a, VI	-	35,550	35,550	funds received from DRED	-	-		36
		Employment Security, Department of Total		-	35,550	35,550		-	-		36

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 02/14/14

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
11-141	June '13	Environmental Services, Department of	RSA 14:30-a, VI	-	140,000	140,000	funds received from OEP	-	-		36
		Environmental Services, Department of Total		-	140,000	140,000		-	-		36
09-345	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI	42,078	-	42,078		-	-		43
09-346	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI	25,477	-	25,477		-	-		25
10-203	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI	193,518	-	193,518	FIS 13-051 reallocates \$136,200 between expenditure classes and extends the completion date from 5/31/13 to 9/30/13. FIS 13-100 reallocates \$45,000 between classes.	-	-		194
10-265	Sept'10	Office of Energy and Planning	RSA 14:30-a, VI	(14,925)	-	(14,925)		-	-		-
		Office of Energy and Planning Total		246,148	-	246,148		-	-		262
11-141	May'11	Resources & Economic Development	RSA 14:30-a, VI	35,550	-	35,550		-	-		-
11-153	June'11	Resources & Economic Development	RSA 14:30-a, VI	-	78,301	78,301	funds received from UNH to support broadband director pos established in FIS 11-029	-	-		-
		Resources & Economic Development Total		35,550	78,301	113,851		-	-		-
09-389	Dec'09	Public Utilities Commission	RSA 14:30-a, VI	70,547	-	70,547		-	-		71
10-145	May'10	Public Utilities Commission	RSA 14:30-a, VI	10,742	-	10,742		-	-		10
11-089	March'11	Public Utilities Commission	RSA 14:30-a, VI	(32,049)	-	(32,049)		-	-		-
		Public Utilities Commission Total		49,240	-	49,240		-	-		81
13-088	April'13	Safety, Department of	RSA 14:30-a, VI	-	12,487	12,487	Funds transferred from DOJ	-	-		-
		Safety, Department of Total		-	12,487	12,487		-	-		-
		FY 2013 Total		1,294,186	266,338	1,560,534		-	-		1,609
FISCAL YEAR 2014											
13-199	Sept'13	DHHS - Office of Information Services	RSA 14:30-a, VI	672,781	-	-	Allows for the use of consultants	-	-		672
		DHHS - Office of Information Services Total		672,781	-	-		-	-		672
		FY 2014 Total		672,781	-	-		-	-		672
		CUMULATIVE TOTAL		\$ 799,206,522	\$ 13,726,119	\$ 812,259,861		57	22		\$ 670,507



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State of New Hampshire

OFFICE OF LEGISLATIVE BUDGET ASSISTANT
State House, Room 102
Concord, New Hampshire 03301

RICHARD J. MAHONEY, CPA
Director, Audit Division
(603) 271-2785

March 9, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Dear Representative Wallner and Members of the Committee,

I am writing to inform you of actions taken under the authority granted to me to approve step increases for employees of the LBA Office. I approved step increases as of the increment date for the following employees:

Michael W. Kane: Effective December 20, 2013, a one step increase from grade P-6 to grade P-7.
Date of hire: December 20, 1999 Date of previous increment: December 20, 2012

Jeffry A. Pattison: Effective January 7, 2014, a one step increase from grade R-7 to grade R-8, with the prior approval of Chairman Wallner.
Date of hire: January 7, 1983 Date of previous increment: January 7, 2013

Monica I. Mezzapelle: Effective January 11, 2014, a one step increase from grade M-5 to grade M-6.
Date of hire: June 19, 2000 Date of previous increment: January 11, 2013

Stephen P. Fox: Effective January 27, 2014, a one step increase from grade P-6 to grade P-7.
Date of hire: January 27, 1992 Date of previous increment: January 27, 2013

Michael Hoffman: Effective February 3, 2014, a one step increase from grade O-7 to grade O-8.
Date of hire: February 3, 1992 Date of previous increment: February 3, 2013

Richard J. Mahoney: Effective February 5, 2014, a one step increase from grade Q-6 to grade Q-7.
Date of hire: February 5, 2007 Date of previous increment: February 5, 2013

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
March 9, 2014
Page Two

Owen M. Haberle: Effective February 6, 2014, a one step increase from grade K-2 to grade K-3.

Date of hire: February 6, 2012 Date of previous increment: February 6, 2013

Nathan D. White: Effective March 4, 2014, a one step increase from grade K-1 to grade K-2.

Date of hire: March 4, 2013 Date of previous increment: N/A

Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Jeffrey A. Pattison". The signature is written in a cursive, flowing style.

Jeffrey A. Pattison
Legislative Budget Assistant

JAP/rjm

JOINT LEGISLATIVE FACILITIES COMMITTEE
LEGISLATIVE BRANCH
DETAIL OF BALANCE OF FUNDS AVAILABLE
FISCAL YEAR 2014
 As of 2/28/2014

Legislative Branch:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Senate:	1170							
Personal srvs. - members	011		6,821.00			174.00		6,647.00
Personal srvs. - nonclassified	016		1,726,946.00			983,874.75		743,071.25
Current expenses	020		44,308.00			9,692.53		34,615.47
Rents-Leases other than state	022		9,500.00			5,766.74		3,733.26
Equipment	030		1,000.00		5,000.00	575.50		5,424.50
Telecommunications	039		24,192.00			10,703.25		13,488.75
Legal srvs.& consultants	046		77,000.00			28,153.68		48,846.32
Personal srvs. - temp/app	050		106,863.00		(5,500.00)	8,767.40		92,595.60
Benefits	060		609,509.00			440,725.81		168,783.19
Employee training	066		100.00		500.00	219.00		381.00
Travel:								
In state	070		155,000.00			67,585.45		87,414.55
Out of state	080		11,500.00			1,616.50		9,883.50
President's discretionary fund	285		4,499.00			1,813.71		2,685.29
Contingency	289		1.00					1.00
Total		0.00	2,777,239.00	0.00	0.00	1,559,668.32		1,217,570.68

Legislative Branch - continued:	Org/ Class	Balance				Encumb rances	Balance Available
		Forward	Appropriation	Income	Transfers		
House	1180						
Personal svcs. - members	011		2,000.00		2,000.00	2,652.00	1,348.00
Personal svcs. - nonclassified	016		1,649,245.00			989,392.57	659,852.43
Current expenses	020		55,000.00			18,003.58	36,996.42
Rents-Leases Other than State	022		4,200.00			2,648.81	1,551.19
Maint. Other than bldg/grnd	024		6,000.00				6,000.00
Equipment	030		3,000.00				3,000.00
Telecommunications	039		30,000.00			18,013.97	11,986.03
Consultants	046		80,000.00			70,500.00	9,500.00
Personal svcs. - temp/app	050		270,811.00		(2,000.00)	79,026.94	189,784.06
Benefits	060		785,011.00			409,306.96	375,704.04
Employee training	066		300.00				300.00
Travel:							
In state	070		1,100,000.00			433,128.38	666,871.62
Out of state	080		100,000.00			48,905.54	51,094.46
Speaker's special fund	286		6,000.00			2,939.02	3,060.98
Democratic Leader's Account	287		3,500.00			590.26	2,909.74
Republican Leader's Account	288		3,500.00			724.29	2,775.71
Total		0.00	4,098,567.00	0.00	0.00	2,075,832.32	2,022,734.68

Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Operations		1160						
Personal srvs. - nonclassified	016		205,697.00			135,278.00		70,419.00
Current expenses	020		3,000.00			1,196.59		1,803.41
Telecommunications	039		9,000.00			5,343.71		3,656.29
Benefits	060		144,134.00			92,708.27		51,425.73
Total		0.00	361,831.00		0.00	234,526.57		127,304.43
Joint Expenses		8677						
Current expenses	020		50,000.00			7,334.33		42,665.67
Rents-Leases Other Than State	022		10,000.00			3,118.66		6,881.34
Organizational Dues	026		126,761.00			126,761.00		0.00
Equipment New/Replacement	030		10,000.00			309.99		9,690.01
Consultants	046		3,000.00					3,000.00
Transfer to Other State Agencies	049		3,000.00					3,000.00
Legislative Printing & Binding	290		285,000.00			130,782.50		154,217.50
Joint Orientation	291		0.00					0.00
Total		0.00	487,761.00	0.00	0.00	268,306.48	0.00	219,454.52
Less estimated Revenue		90.12	-12,000.00	7,142.82	(A)			-4,767.06
Total		90.12	475,761.00	7,142.82	0.00	268,306.48	0.00	214,687.46
Joint Legislative Historical Commi	8870-216	66,475.76	10,000.00			12,470.00		64,005.76
Flag Preservation Revenue	8870-3586							
Total		66,475.76	10,000.00	0.00 0.00	0.00 ##	12,470.00	0.00	64,005.76

Legislative Branch - continued:		Balance					Encumb	Balance
		Forward	Appropriation	Income	Transfers	Expenditures	rances	Available
Visitor's Center:		1229						
Personal svcs. - nonclassified	016		99,729.00			65,100.90		34,628.10
Current Expenses	020		750.00			132.27		617.73
Telecommunications	039		1,100.00			590.72		509.28
Benefits	060		62,001.00			36,803.93		25,197.07
Total		0.00	163,580.00		0.00	102,627.82		60,952.18
Visitor's Ctr. Revolving Fund (G)		1230						
Souvenir Purchases	106	1,166.93	0.00		48,904.00	18,634.83	90.00	31,346.10
Revenue	2016	48,904.22	0.00	25,074.95	(48,904.00)			25,075.17
Total		50,071.15	0.00	25,074.95	0.00	18,634.83	90.00	56,421.27
Legislative Accounting:		1166						
Personal svcs. - nonclassified	016		204,774.00			133,590.69		71,183.31
Current expenses	020		1,500.00			219.33		1,280.67
Telecommunications	039		900.00			447.62		452.38
Benefits	060		103,917.00			67,525.34		36,391.66
Total		0.00	311,091.00		0.00	201,782.98		109,308.02

Legislative Branch - continued:	Org/ Class	Balance				Encumb rances	Balance Available
		Forward	Appropriation	Income	Transfers		
General Court Info. Systems:	4654						
Personal svcs. - nonclassified	016		380,817.00			206,793.00	174,024.00
Current expenses	020		32,000.00			12,051.01	19,948.99
Technology - Hardware	037		80,000.00			29,878.63	50,121.37
Technology - Software	038		90,000.00			11,593.64	77,933.29
Telecommunications	039		2,500.00			1,217.85	1,282.15
Benefits	060		177,676.00			92,319.08	85,356.92
Total		0.00	762,993.00		0.00	353,853.21	408,666.72
Protective Services:	1164						
Personal svcs. - nonclassified	016		366,353.00			239,165.41	127,187.59
Current expenses	020		2,700.00			23.90	2,676.10
Telecommunications	039		4,300.00			2,773.84	1,526.16
Benefits	060		206,237.00			129,729.93	76,507.07
Total		0.00	579,590.00		0.00	371,693.08	207,896.92

		Balance					Encumb	Balance
Legislative Branch - continued:		Forward	Appropriation	Income	Transfers	Expenditures	rances	Available
Health Services:		1165						
Current expenses	020		1,500.00			632.95		867.05
Telecommunications	039		500.00			304.24		195.76
Personal srvs. - temp/app	050		59,345.00			24,638.20		34,706.80
Benefits	060		4,540.00			1,884.83		2,655.17
Total		0.00	65,885.00		0.00	27,460.22		38,424.78
Legislative Services:		1270						
Personal srvs. - nonclassified	016		1,560,413.00			993,646.68		566,766.32
Current expenses	020		19,300.00			10,363.01		8,936.99
Rents-Leases other than State	022		5,500.00			3,320.00		2,180.00
Telecommunications	039		7,000.00			4,205.18		2,794.82
Personal srvs. - temp/app	050		25,328.00			6,294.07		19,033.93
Benefits	060		697,244.00			440,514.74		256,729.26
Employee training	066		1,500.00					1,500.00
Printing and binding	290		8,000.00			3,589.02		4,410.98
Total		0.00	2,324,285.00		0.00	1,461,932.70		862,352.30
Less estimated revenue	009/2045	-53.32	-1,000.00	130.00	Ⓢ			-923.32
Total		-53.32	2,323,285.00	130.00	Ⓢ	1,461,932.70		861,428.98

Legislative Branch - continued:		Balance					Encumb	Balance
		Forward	Appropriation	Income	Transfers	Expenditures	rances	Available
Budget Division:	1221							
Personal srvs. - nonclassified	016		648,225.00			453,692.70		194,532.30
Current expenses	020		10,967.00			4,911.79		6,055.21
Rents-Leases other than State	022		6,000.00			3,894.00		2,106.00
Organizational Dues	026		100.00		1,000.00	1,000.00		100.00
Equipment	030		2,500.00		2,500.00	4,962.61		37.39
Telecommunications	039		3,033.00			2,089.58		943.42
Consultants	046		15,000.00			1,376.75		13,623.25
Personal srvs. - temp/app	050		88,055.00		(6,000.00)			82,055.00
Benefits	060		220,884.00			195,260.14		25,623.86
Employee training	066		3,500.00			319.95		3,180.05
In state travel	070		500.00			204.40		295.60
Out of state travel	080		100.00		2,500.00	1,150.68		1,449.32
Total		0.00	998,864.00		0.00	668,862.60		330,001.40
Legislative Budget Assistant:								
Audit Division:	1222							
Personal srvs. - nonclassified	016		2,108,336.00			1,155,571.14		952,764.86
Current expenses	020		12,860.00			6,729.02		6,130.98
Rents-Leases other than State	022		100,000.00			97,524.00		2,476.00
Equipment	030		20,000.00			1,288.36		18,711.64
Telecommunications	039		2,040.00			1,737.31		302.69
Consultants	046		570,000.00			259,500.00		310,500.00
Personal srvs. - temp/app	050		50,317.00			5,836.65		44,480.35
Benefits	060		820,789.00			554,907.21		265,881.79
Employee training	066		40,000.00		(4,000.00)	5,047.00		30,953.00
In state travel	070		15,000.00			3,007.95		11,992.05
Out of state travel	080		100.00		4,000.00	3,214.44		885.56
Total		0.00	3,739,442.00	0.00	0.00	2,094,363.08		1,645,078.92
Less estimated revenue	006/1251	556,382.00	-488,205.00					68,177.00
Total		556,382.00	3,251,237.00	0.00	0.00	2,094,363.08		1,713,255.92
Total		672,965.71	16,179,923.00	32,347.77	0.00	9,452,014.21	563.07	7,432,659.20

- (A) Proceeds from the sale of legislative subscriptions, advance sheets, permanent journals, and rosters, and royalties from Lexis Law Publishing.
- (B) Pursuant to Chapter 177:151 State House Visitor's Center Revolving Fund established - Proceeds from sales of souvenirs and expenditures from souvenir purchases transferred to V.C. Revolving account effective 10/18/06.
- (C) Proceeds from sales of photocopies and rulemaking registers.
- (D) Auditing fees



Over \$1.5 billion to education

GOVERNOR Margaret Wood Hassan
CHAIRMAN Debra M. Douglas
COMMISSIONER Paul J. Holloway
COMMISSIONER Doug Scamman
EXECUTIVE DIRECTOR Charles R. McIntyre

January 28, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

INFORMATIONAL ITEM

Pursuant to Chapter 224:89, Laws of 2011, requesting that the Lottery Commission shall report quarterly to the Fiscal Committee of the General Court on the status of the incentive employee recognition program for the sale of instant tickets.

- Fiscal year 2014 second quarter decreased \$841,801 compared to the second fiscal quarter of 2013.

Please find attached the data sheet detailing the incentive recognition program for the fiscal period listed above.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "C.R. McIntyre", written over a faint, larger version of the signature.

Charles R. McIntyre
Executive Director

CRM:dc
Attachment

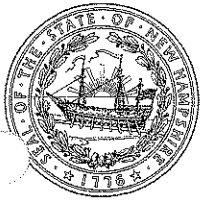


Live Free or Die

New Hampshire Lottery Commission 14 Integra Drive Concord, New Hampshire 03301
TEL 603.271.3391 FAX 603.271.1160 TDD 1.800.735.2964 www.nhlottery.com

FY14 Rep Bonus 2nd Quarter

Rep	Goal 6% for bonus or 9.6% for double bonus	Bonus amount	FY13 2nd Q Instant sales	FY14 2nd Q Instant sales	Additional Instant Sales
Vacant 201	-0.61%	\$0	\$4,253,045	\$4,227,147	(\$25,898)
Jenn Rouse 202	0.72%	\$0	\$3,950,060	\$3,978,606	\$28,546
Julie O'Brien 204	0.06%	\$0	\$4,615,142	\$4,617,734	\$2,592
Eileen Gromelski 205	-4.76%	\$0	\$3,970,532	\$3,781,706	(\$188,826)
Paul Sullivan 206	-5.03%	\$0	\$3,365,042	\$3,195,689	(\$169,353)
Adam Hopkins 207	-3.17%	\$0	\$3,862,834	\$3,740,555	(\$122,279)
Diane Floyd 208	0.35%	\$0	\$2,188,785	\$2,196,398	\$7,613
Karen O'Brien 209	0.34%	\$0	\$4,324,437	\$4,338,954	\$14,517
Laura Towle 210	-0.77%	\$0	\$5,027,910	\$4,989,344	(\$38,566)
James Downey 211	-3.08%	\$0	\$5,240,259	\$5,079,023	(\$161,236)
Heather Stone 212	-1.03%	\$0	\$4,088,780	\$4,046,656	(\$42,124)
Tom Rues 213	-3.33%	\$0	\$4,402,351	\$4,255,564	(\$146,787)
TOTAL	-1.71%		\$49,289,177	\$48,447,376	(\$841,801)



John T. Beardmore
Commissioner

State of New Hampshire
Department of Revenue Administration

109 Pleasant Street
PO Box 457, Concord, NH 03302-0457
Telephone 603-230-5005
www.nh.gov/revenue

FIS 14 025



February 3, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Re: Refund Report

Dear Representative Wallner:

Pursuant to RSA 21-J:45, enclosed is the Department of Revenue Administration's refund report for January 2014.

Please contact me with any questions or concerns.

Sincerely,

John T. Beardmore
Commissioner of Revenue

Enclosure

TDD Access: Relay NH 1-800-735-2964

Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.

Department of Revenue Administration
 Refund Report for January 2014
 As Required by RSA 21-J:45

	Section 1		Section 2		Section 3	
	Count	January Refunds Issued	Count	January Current Claims Refunds Pending	Count	January taxpayer requested refund
CORPORATE BPT	460	\$ 2,813,173				
PROPRIETORSHIP BPT	271	\$ 181,838				
PARTNER FID BPT	102	\$ 417,163				
TOTAL BPT	833	\$ 3,412,174			66	\$ 4,351,528
BPT/BET Refunds Under Audit Review			12	\$ 4,018,524		
BPT/BET Refunds			114	\$ 2,040,662		
BUSINESS ENTERPRISE	157	\$ 173,762			-	\$ -
TOTAL BPT & BET	990	\$ 3,585,936				
INTEREST & DIVIDENDS	622	\$ 675,178	149	\$ 114,939	14	\$ 13,489

Section 1 Refunds Issued This Month

This section is generated from the Lawson Financial System. It is the refunds processed by the Department of Revenue in the calendar month in question.

Section 2 Current Claims Pending This Month

This is all refunds pending that have not been processed. A pending refund can be the result of any of the following: a taxpayer request, or audit findings.

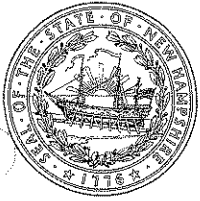
a.) Taxpayer Requested Refunds: These are refunds requested by taxpayers that are outstanding at the end of the month.

These refunds can be from original or amended returns. Does not necessarily mean they will be granted.

b.) Refunds as a Result of Audit: Some audits result in refunds because evaluation of taxpayer records result in the identification of a legitimate refund.

Section 3 Taxpayer Requested Refunds This Month

These are refunds requested by taxpayers received and data entered in the month reported on. These refunds can be from original or amended returns.



John T. Beardmore
Commissioner

State of New Hampshire
Department of Revenue Administration

109 Pleasant Street
PO Box 457, Concord, NH 03302-0457
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www.nh.gov/revenue

FIS 14 042



March 3, 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

Re: Refund Report

Dear Representative Wallner:

Pursuant to RSA 21-J:45, enclosed is the Department of Revenue Administration's refund report for February 2014.

Please contact me with any questions or concerns.

Sincerely,

John T. Beardmore
Commissioner of Revenue

Enclosure

TDD Access: Relay NH 1-800-735-2964

Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.

Department of Revenue Administration
 Refund Report for February 2014
 As Required by RSA 21-J:45

	Section 1		Section 2		Section 3	
	Count	February Refunds Issued	Count	February Current Claims Refunds Pending	Count	February taxpayer requested refund
CORPORATE BPT	182	\$ 4,691,429				
PROPRIETORSHIP BPT	83	\$ 53,721				
PARTNER FID BPT	33	\$ 48,747				
TOTAL BPT	298	\$ 4,793,897			40	\$ 436,338
BPT/BET Refunds Under Audit Review			9	\$ 153,870		
BPT/BET Refunds			121	\$ 1,827,092		
BUSINESS ENTERPRISE	77	\$ 210,887			-	\$ -
TOTAL BPT & BET	375	\$ 5,004,784				
INTEREST & DIVIDENDS	180	\$ 371,846	118	\$ 115,325	29	\$ 11,343

Section 1 Refunds Issued This Month

This section is generated from the Lawson Financial System. It is the refunds processed by the Department of Revenue in the calendar month in question.

Section 2 Current Claims Pending This Month

This is all refunds pending that have not been processed. A pending refund can be the result of any of the following: a taxpayer request, or audit findings.

- a.) Taxpayer Requested Refunds: These are refunds requested by taxpayers that are outstanding at the end of the month. These refunds can be from original or amended returns. Does not necessarily mean they will be granted.
- b.) Refunds as a Result of Audit: Some audits result in refunds because evaluation of taxpayer records result in the identification of a legitimate refund.

Section 3 Taxpayer Requested Refunds This Month

These are refunds requested by taxpayers received and data entered in the month reported on. These refunds can be from original or amended returns.