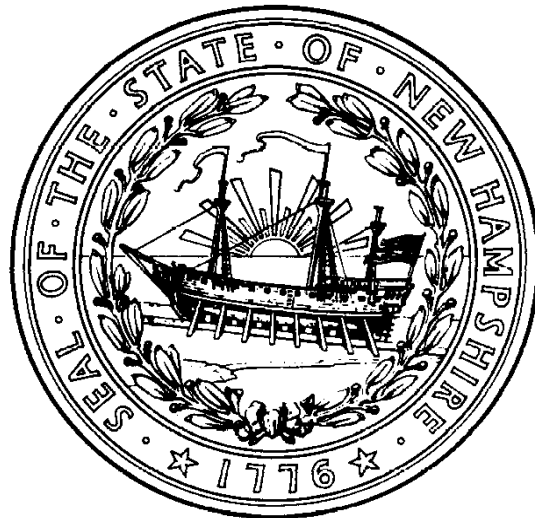
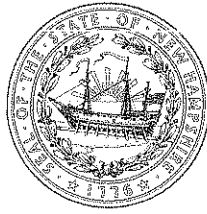


FISCAL COMMITTEE



**Meeting of September 13, 2013
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

September 5, 2013

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, September 13, 2013, 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 black ink that reads "Jeffrey A. Pattison".

Jeffrey A. Pattison
Legislative Budget Assistant

JAP/pe
Attachments

FISCAL COMMITTEE
AGENDA

Friday, September 13, 2013 in Room 210-211 of the Legislative Office Building

10:00 a.m.

- (1) Acceptance of Minutes of the July 10, 2013 meeting

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

- (2) Old Business:

FIS 12-359 Additional Information McAuliffe-Shepard Discovery Center – letter, dated July 15, 2013, that the Fiscal Committee withdraw FIS 12-359 McAuliffe-Shepard Discovery Center – request for approval of the business plan for the operation of the McAuliffe-Shepard Discovery Center. Tabled 12/21/12

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

CONSENT CALENDAR

- (3) **RSA 9:16-a Transfers Authorized:**

FIS 13-176 Department of Education – transfer \$1,525,000

- (4) **RSA 9:16-c, I, Transfer of Federal Grant Funds:**

FIS 13-202 Department of Health and Human Services – transfer \$124,000

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

FIS 13-170 Department of Resources and Economic Development – authorization to retroactively budget and expend \$3,009,272 in federal funds effective from July 1, 2013 through June 30, 2015

FIS 13-177 Department of Safety – accept and expend \$9,543,746

FIS 13-178 Department of Safety – accept and expend \$3,271,590

FIS 13-179 Department of Safety – accept and expend \$532,223

FIS 13-180 Department of Safety – accept and expend \$811,162

FIS 13-181 Department of Safety – accept and expend \$5,636,571

FIS 13-185 Department of Justice – authorization to retroactively amend FIS 12-320, approved November 8, 2012, by extending the end date only from June 30, 2013 to September 30, 2014, with no increase in funding

FIS 13-188 Department of Safety – accept and expend \$982,455

FIS 13-189 Department of Safety – accept and expend \$284,000

FIS 13-191 Department of Justice – authorization to retroactively amend FIS 12-033, approved January 20, 2012, by extending the end date from June 30, 2013 to September 30, 2014, with no increase in funding

FIS 13-192 Office of Energy and Planning – accept and expend \$200,000

FIS 13-193 Office of Energy and Planning – authorization to retroactively amend FIS 13-022, approved February 1, 2013, by extending the end date from June 30, 2013 to March 31, 2014, with no increase in funding

FIS 13-200 Department of Resources and Economic Development – authorization to retroactively budget and expend \$205,800 in federal funds effective from July 1, 2013 through June 30, 2015

(6) **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 13-186 Department of Justice – authorization to 1) retroactively amend FIS 12-287, approved September 14, 2012, by extending the end date from June 30, 2013 to June 30, 2014, and further authorization to 2) retroactively accept and expend \$91,014 in federal funds effective July 1, 2013 through June 30, 2014, and, contingent upon approval of #1 and #2, authorization to 3) retroactively continue one (1) full-time temporary Program Specialist II position for the period of July 1, 2013 to June 30, 2014 (FIS 12-287, approved September 14, 2012)

FIS 13-199 Department of Health and Human Services – authorization to 1) accept and expend \$672,781 in federal ARRA funds through February 7, 2014, and further authorization to 2) establish consultant positions through February 7, 2014

(7) **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 228:69, I. (b), Appropriation and Use of Special Railroad Fund:**

FIS 13-194 Department of Transportation – authorization to 1) accept and expend \$708,945 in prior year carry forward Special Railroad funds, 2) accept and expend \$178,288 of current year Special Railroad funds, and 3) authorization to expend an amount not to exceed \$887,233 from the Special Railroad Fund for the maintenance and repair of State-owned railroad lines and bridges through June 30, 2014

(8) **RSA 106-H:9, I. (e), Funding; Fund Established:**

FIS 13-190 Department of Safety – authorization to transfer \$384,001 from the prior year carry forward balance of the enhanced E-911 System Fund through June 30, 2014

(9) Chapter 143:4, Laws of 2013, Lottery Commission; Authority Granted:

FIS 13-171 New Hampshire Lottery Commission – authorization to 1) purchase \$2,300,000 of instant gaming tickets and related services through June 30, 2014

(10) Chapter 144:29, I and III, Laws of 2013, Department of Administrative Services; Consolidation of Business Processing Functions:

FIS 13-205 Department of Administrative Services – authorization to 1) transfer and reallocate \$8,720 for personnel from the Department of Health and Human Services as a position substitution for the consolidation of business processing within state government at the Shared Services Center through June 30, 2015, and further authorization to 2) execute a position substitution with the Department of Health and Human Services through June 30, 2015

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

FIS 13-203 Department of Transportation – authorization to transfer \$182,000 in Turnpike funds through June 30, 2014

FIS 13-204 Department of Transportation – authorization to transfer \$96,975 in Highway funds through June 30, 2014, and transfer \$77,580 in Highway funds through June 30, 2015

(12) Chapter 144:137, I, Laws of 2013, Transfer of Funds to the Tri-County Community Action Program:

FIS 13-207 Public Utilities Commission – on behalf of the Tri-County Community Action Program Inc., request approval of the expenditure of \$500,000 by the Tri-County Community Action Program, Inc. to be used to pay and manage priority unsecured debt and such other obligations as determined by the special trustee through June 30, 2014

(13) Miscellaneous:

(14) Informational Materials:

LBAO Report on Additional Revenues for the Biennium Ending June 30, 2013 – Fiscal Committee Approvals through July 10, 2013 (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 July 10, 2013 (RSA 14:30-a, VI and Chapter 224:14, II, Laws of 2011)

Joint Legislative Facilities Committee
Legislative Branch
Detail of Balance of Funds Available
Fiscal Year 2013
As of 06/30/13

Joint Legislative Facilities Committee
Legislative Branch
Detail of Balance of Funds Available
Fiscal Year 2014
As of 07/31/13

Joint Legislative Facilities Committee
Legislative Branch
Detail of Balance of Funds Available
Fiscal Year 2014
As of 08/31/13

FIS 13-172 Department of Corrections – Chapter 223:13, Laws of 2011 – final quarterly SFY 2013 Budget Reduction Progress Report, June 30, 2013

FIS 13-173 Department of Health and Human Services – Chapter 263:109, Laws of 2007, Rate Setting – report of expenditures for the Child and Family Services account and Child Development (child care) Program for July 2012 through June 2013

FIS 13-174 Department of Information Technology – Chapter 143:11, Laws of 2013 – report on Class 027 appropriation reductions through June 30, 2014

FIS 13-175 Department of Revenue Administration – RSA 21-J:45 – Refund report for June 2013

FIS 13-182 Department of Health and Human Services – Chapters 223:6 and 224:14, Laws of 2011 – June 2013 Operating Statistics Dashboard report for the fiscal year ending June 30, 2013

FIS 13-183 Department of Resources and Economic Development, jointly with the New Hampshire Insurance Department – Chapter 277:4, Laws of 2006 – Semi-annual report on status to Retain Domestic Insurers and Recruit Foreign Insurers as of July 1, 2013

FIS 13-184 Department of Revenue Administration – RSA 21-J:45 – Refund report for July 2013

FIS 13-187 Department of Justice – RSA 21-M:5, VI – Report of Litigation Expenditures for the period of July 1, 2012 through June 30, 2013

FIS 13-195 Department of Health and Human Services – Chapter 92, Laws of 2013 – Status update on the Medicaid Family Planning Expansion Program, August 23, 2013

FIS 13-196 Department of Administrative Services – Chapter 144:32, Laws of 2013 – Report on the Cost Containment Plan for Retiree Health Care Program for the period of July 1, 2013 through June 30, 2015

FIS 13-197 Department of Administrative Services – Chapter 224:206, Laws of 2011 – Summary of exceptions granted through the Office of the Governor from July 1, 2012 through June 30, 2013 related to the freeze of Executive Branch Hiring, Purchases, and Out-of-State Travel

FIS 13-198 Department of Administrative Services – Chapter 319:32, Laws of 2003 – State Employee Health Insurance - report regarding the self-funded health benefits program from July 1, 2013 through July 31, 2013

FIS 13-201 Department of Justice – RSA 318-B:17-c, II – Annual Report of the State Drug Forfeiture Fund from July 1, 2012 through June 30, 2013

FIS 13-206 Administrative Office of The Courts – RSA 490:26-h, IV – Annual Report of Income and Expenditures of the Judicial Branch Information Technology Fund from July 1, 2012 through June 30, 2103

10:30 a.m.

Audits:

State of New Hampshire
Department of Health and Human Services
Division of Family Assistance
Electronic Benefit Transfer Cards
Performance Audit Report
September 2013

State of New Hampshire
Board of Medicine
Financial Audit Report
For the Nine Months Ended March 31, 2013

(15) Date of Next Meeting and Adjournment

FISCAL COMMITTEE OF THE GENERAL COURT

MINUTES

July 10, 2013

The Fiscal Committee of the General Court met on Wednesday, July 10, 2013 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 Cindy Rosenwald
Representative Daniel Eaton
Representative Bernard Benn (Alternate)
Senator Chuck Morse
Senator Bob Odell
Senator Jeanie Forrester
Senator Sylvia Larsen
Senate President Peter Bragdon (Alternate)

Chairman Wallner opened the meeting at 10:20 a.m.

ACCEPTANCE OF MINUTES:

On a motion by Representative Eaton, seconded by Senator Morse, that the minutes of the June 7, 2013 meeting be accepted as written. MOTION ADOPTED.

OLD BUSINESS:

FIS 12-359 McAuliffe-Shepard Discovery Center – request for approval of the business plan for the operation of the McAuliffe-Shepard Discovery Center. Tabled 12/21/12. No Action Taken.

FIS 13-040 Public Utilities Commission – On a motion by Representative Rosenwald, seconded by Representative Benn, that the item be removed from the table. MOTION ADOPTED.

The Public Utilities Commission submitted a request (FIS 13-040 Additional Information) to withdraw the request (FIS 13-040) to accept and expend \$2,663,089.

On a motion by Senator Larsen, seconded by Representative Eaton, that the Committee accept the agency's request to withdraw item FIS 13-040. MOTION ADOPTED.

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 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 Eaton, seconded by Senator Morse, that the Committee approve the requests under this section as submitted. MOTION ADOPTED. [FIS 13-132 Department of Safety – authorization to retroactively amend FIS 12-294, approved September 14, 2012, by extending the end date from June 30, 2013 to September 30, 2013, with no increase in funding, FIS 13-134 Department of Safety – authorization to retroactively amend FIS 13-052, approved March 8, 2013, by extending the end date from June 30, 2013 to September 30, 2013, with no increase in funding, FIS 13-140 Department of Environmental Services – authorization to retroactively amend FIS 12-113, approved April 13, 2012, by extending the end date from June 30, 2013 to June 30, 2014, with no increase in funding, FIS 13-157 Department of Safety – authorization to retroactively amend FIS 12-345, approved November 8, 2012, and subsequently amended on April 13, 2012 (FIS 12-116), by extending the end date from June 30, 2013 to September 30, 2013, with no increase in funding, FIS 13-163 Department of Agriculture, Markets & Food – authorization to retroactively budget and expend \$156,342 in carry forward federal funds from July 1, 2013 to June 30, 2015, FIS 13-165 Adjutant General's Department – accept and expend \$585,000, FIS 13-166 Department of Environmental Services – authorization to retroactively amend FIS 11-297, approved October 28, 2011, by extending the end date from September 30, 2012 to September 30, 2013, with no increase in funding, and FIS 13-167 Department of Resources and Economic Development – authorization to retroactively amend FIS 11-222, approved September 23, 2011, and subsequently amended on September 14, 2012 (FIS 12-299), by extending the end date from June 30, 2013 to December 31, 2013 and further authorization to budget and expend \$84,772 in carry forward federal grant funds in FY 2014]

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

On a motion by Representative Eaton, seconded by Representative Benn, that the Committee approve the request under this section as submitted. MOTION ADOPTED. [FIS 13-135 Department of Safety – authorization to retroactively amend FIS 12-329, approved November 8, 2012, by extending the end date from June 30, 2013 to September 30, 2013, with no increase in funding and further authorization to retroactively amend FIS 12-329, approved November 8, 2012, by extending the end date of a consultant position from June 30, 2013 to September 30, 2013]

RSA 124:15 POSITIONS RESTRICTED:

CONSENT CALENDAR

On a motion by Representative Rosenwald, seconded by Representative Benn, that the Committee approve the request under this section as submitted. [FIS 13-164 Board of Pharmacy – authorization to establish a temporary part-time Administrator I, Labor Grade 27, position through June 30, 2014]

CHAPTER 144:164-166, LAWS OF 2013, LEGISLATIVE EMPLOYEES:

FIS 13-168 Office of Legislative Budget Assistant – On a motion by Representative Eaton, seconded by Senator Larsen that the Committee approve the request of the Office of Legislative Budget Assistant to grant salary increases to the employees of the Office of Legislative Budget Assistant. MOTION ADOPTED.

INFORMATIONAL LATE ITEM:

The Department of Revenue Administration submitted a late informational item (FIS 13-169) reporting the amount of tobacco tax revenue received for the period of July 1, 2011 through June 30, 2013.

INFORMATIONAL MATERIALS:

The informational items were accepted and placed on file.

AUDITS:

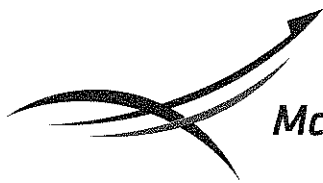
State of New Hampshire, Department of Revenue Administration, Collection of Delinquent Taxes, Performance Audit Report, July 2013 – Richard Mahoney, Director of Audits, and Jay Henry, Senior Audit Manager, Audit Division, Office of Legislative Budget Assistant presented the report and responded to questions of the Committee. John Beardmore, Commissioner, and Phil Lawrence, Director of Collections, Department of Revenue Administration, were also present to respond to questions of the Committee.

On a motion by Representative Weyler, seconded by Representative Benn, 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 will be Friday, September 13, 2013 at 10:00 a.m. (Whereupon the meeting adjourned at 10:45 a.m.)

Representative Ken Weyler, Clerk



McAuliffe-Shepard Discovery Center

July 15, 2013

Representative Mary Jane Wallner
Chair, Fiscal Committee of the General Court
Legislative Office Building – Room 210-211
Concord, NH 03301

FIS 12-359 Additional Information

2 Institute Drive
Concord, NH 03301
phone 603-271-7827
fax 603-271-7832

www.starhop.com

Dear Chair Wallner:

Requested Action

Pursuant to RSA 12-L:14, II, on November 1, 2012, the McAuliffe Shepard Discovery Center Commission presented the Discovery Center's business plan for the operation of the Discovery Center by the McAuliffe Shepard Discovery Center Corporation, for approval by the Fiscal Committee of the General Court.

This item, included in the Consent Calendar as Item #5 at the Fiscal Committee's December 21, 2012 meeting, was tabled.

The McAuliffe Shepard Discovery Center Commission sunsetted on March 31, 2013, as Chapter 12-L:3 was repealed by CH 173:8,I, Laws of 2012, effective March 31, 2013.

As there is no longer a requesting agency for this item, we suggest the Fiscal Committee itself withdraw this item.

Explanation

RSA 12-L:14, II states, "The McAuliffe-Shepard discovery center commission shall submit a business plan for the operation of the discovery center to the fiscal committee of the general court for approval by November 1, 2012." The commission complied with this legislative requirement. As this item was tabled by the Fiscal Committee at its December 21, 2013 meeting and not taken up again before the effective repeal date of RSA 12-L:3 (March 31, 2013), the discovery center commission is no longer in existence and cannot take any further action on this item, including requesting its approval or withdrawal.

RSA 12-L:14, III states, "The [McAuliffe-Shepard Discovery Center corporation] board is empowered to manage and operate the McAuliffe-Shepard discovery center beginning January 1, 2013. The Board began operating the Discovery Center on January 1, 2013 and is now in its seventh month of operating the Discovery Center. The Discovery Center Commission gave a copy of the business plan to the McAuliffe-Shepard Discovery Center Corporation to assist in its operation. The Corporation appreciated the business plan and has put it to use as needed. The Corporation will continue to draw on the business plan where helpful, and to revise it as necessary for its operations.

Sincerely,

Dr. James R. MacKay
Chair, McAuliffe-Shepard Discovery Center Commission

explore. discover. be inspired.



2 Institute Drive
Concord, NH 03301
phone 603-271-7827
fax 603-271-7832

www.starhop.com

November 1, 2012

Representative Ken Weyler
Chairman, Fiscal Committee of the General Court
Legislative Office Building – Room 210-211
Concord, NH 03301

Dear Representative Weyler:

Requested Action

Pursuant to RSA 12-L:14, II, the McAuliffe Shepard Discovery Center requests approval for the business plan for the operation of the McAuliffe-Shepard Discovery Center.

Explanation

RSA 12-L:14, II states, "The McAuliffe-Shepard discovery center commission shall submit a business plan for the operation of the discovery center to the fiscal committee of the general court for approval by November 1, 2012."

With assistance from Executive Service Corps and the McAuliffe-Shepard Discovery Center Corporation Board of Directors, the Discovery Center has completed its business plan and looks forward to discussing it with the Fiscal Committee of the General Court. We hereby submit for Fiscal Committee approval the McAuliffe-Shepard Discovery Center Business Plan, dated November 1, 2012, for your approval.

Sincerely,

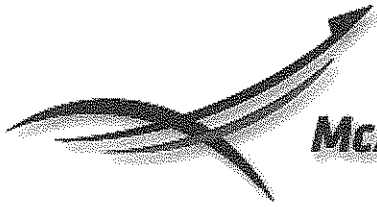
A handwritten signature in black ink, appearing to read "Paul A. Burkett".

Paul A. Burkett, Esq.
Chair, McAuliffe-Shepard Discovery Center Commission

c.c.: James R. MacKay, Ph.D.
Interim Chair, McAuliffe-Shepard Discovery Center Corporation

Jeanne T. Gerulskis
Executive Director, McAuliffe-Shepard Discovery Center

Enc.: Proposed McAuliffe-Shepard Discovery Center Business Plan



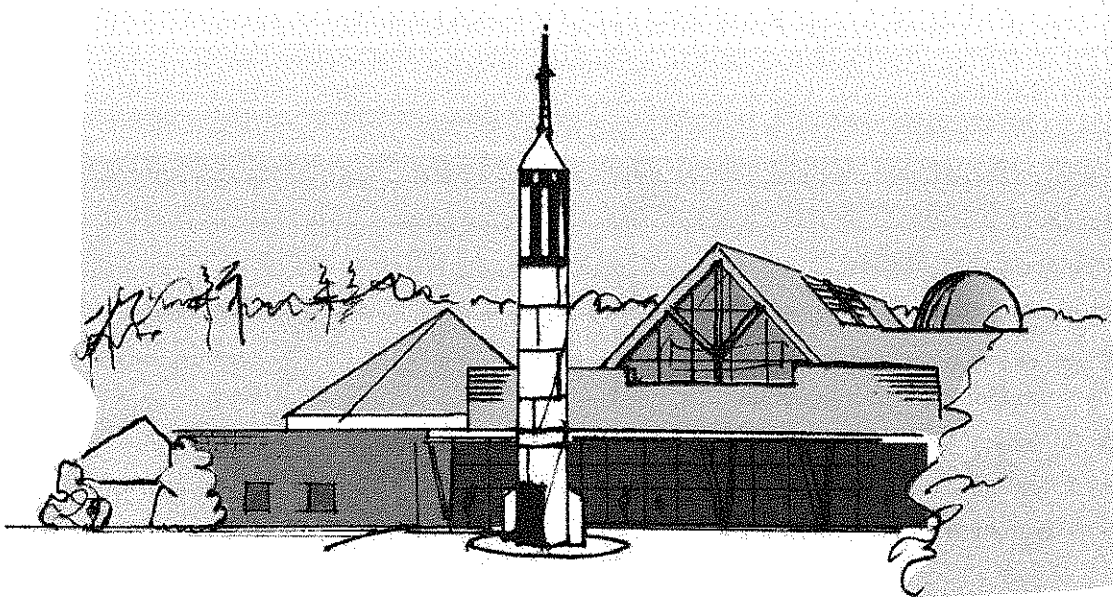
McAuliffe-Shepard Discovery Center

BUSINESS PLAN

Prepared By
THE EXECUTIVE SERVICE CORPS



November 1, 2012



McAuliffe-Shepard Discovery Center Business Plan

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McAuliffe-Shepard Discovery Center Business Plan

Executive Summary

The McAuliffe-Shepard Discovery Center ("Discovery Center") will undergo a major transformation at the end of 2012. Having originated as the Christa McAuliffe Planetarium in 1990, the Discovery Center undertook a significant expansion in 2009. Currently a state agency, the Discovery Center will transform into a purely private, not-for-profit 501(c)(3) organization effective January 1, 2013, through New Hampshire law CH173, Laws of 2012. This change will provide the Discovery Center with more operational flexibility and better access to private funding, thereby enabling the organization to better serve its constituents in the generations to come.

The Discovery Center hired the Executive Service Corps (ESC) in July 2011 to analyze and recommend the best way to transform itself into a fiscally-independent entity, consistent with New Hampshire Chapter 224:88(II), Laws of 2011. ESC presented its report in November 2011. The Discovery Center then retained ESC in 2012 to help it (a) form a new board of directors; (b) conduct a market analysis; (c) develop a marketing plan; and (d) develop a business plan. This document is the business plan, which incorporates by reference the market analysis and marketing plan. The purposes of this business plan are to guide the Discovery Center's transformation into a vibrant and enduring not-for-profit organization that fulfills its mission; and to demonstrate the Discovery Center's viability and value to supporters and other stakeholders.

This business plan describes the mission, objectives, marketplace, structure, and procedures which will guide the Discovery Center for the upcoming year and beyond. It is intended to be a helpful information source for all of the Discovery Center's stakeholders, including its board of directors, officers and staff, members, donors, visitors, the State of New Hampshire, and the wider community.

TRANSITION

Much has to be done before the 1 January 2013 spinoff to ensure that the Discovery Center will continue to prosper and to serve its constituents in the coming years. These urgent transition tasks are constrained by limited funds as well as by the need for all staff to continue to do their "day jobs". All require several months of advance work. The transition tasks can be categorized as follows:

- Governance, organizational and staffing tasks
- Programs and services tasks, such as exhibit enhancements
- Marketing promotional tasks
- Fundraising and development tasks
- Transaction-processing tasks (contracts and vendor relations)
- Day One Tasks (announcements, special events, cutovers)

HISTORICAL DATA AND FORWARD-LOOKING STATEMENTS

This document, including components incorporated by reference, contains "forward-looking statements". Examples of such statements include plans, projections, and assumptions, explicit or implied, regarding future actions or events. All such statements are subject to known and unknown risks, which could materially affect the Discovery Center's future operations, results and condition. The Discovery Center endeavors to monitor, mitigate and adapt to such risks.

Discovery Center historical data is presented on a *pro forma* or "as if" basis, reflecting the results of the McAuliffe-Shepard Discovery Center Corporation's state-agency predecessor. Such historical data has in many cases been reclassified or otherwise adjusted for comparability.

McAuliffe-Shepard Discovery Center Business Plan

Mission and Objectives

The Discovery Center's mission is "to educate, engage and inspire people of all ages in the fields of science, technology, engineering and mathematics through operation of a science center focused on astronomy, aviation, Earth and space science".

The Discovery Center's objectives include the following: "to be a catalyst for learning and discovery about, and delight in, the universe in which we live, inspired by the pioneering efforts of Alan Shepard and Christa McAuliffe; to encourage young people to pursue careers in science, technology, engineering and mathematics (STEM); and to become a national leader in STEM education.

SWOT

A "Strengths, Weaknesses, Opportunities and Threats" summary is a useful way to portray an organization's current position compared with where it wants to go.

	HELPFUL	HARMFUL
INTERNAL	STRENGTHS <ul style="list-style-type: none"> • Staff well-regarded by visitors • Spacious, modern facility • Ample, onsite parking • Talented and engaged board of directors • Named for / dedicated to two internationally known, highly-regarded space pioneers • Interpretive areas (astronomy, aviation, Earth & space science) popular with the general public • State-of-the-art planetarium system • Good peer network 	WEAKNESSES <ul style="list-style-type: none"> • Reputation for tired exhibits and planetarium • Uncertainty about future • Lack of skilled marketing director • Lack of skilled fundraising and development director • Lack of experienced exhibits and curatorial staff • Small donor base • Inability to produce professional full-dome planetarium shows in-house • Volunteer program not well developed •
EXTERNAL	OPPORTUNITIES <ul style="list-style-type: none"> • Transition presents chance to reinvent • Name recognition for planetarium • Abundance of technology businesses in southern NH • National emphasis on STEM education • Good reputation with NASA, space science teams at UNH, Dartmouth, & other institutions • Proximity to source of partnerships, interns, volunteers, work-study students (NHTI) 	THREATS <ul style="list-style-type: none"> • Competition (other museums and attractions) • Technological obsolescence • Continued regional economic weakness • Susceptibility to weather • U.S. Congress may limit funding and resources available from prospective grant sources (e.g. NASA, NSF, IMLS) • School budgets and testing impede schools' ability to send students on field trips

Governance, Organization and Staffing

The Discovery Center will be governed by a Board of Directors, who, in addition to providing fiduciary oversight, appointing officers, and approving the annual budget, will be actively engaged in fundraising and advising. The board will consist of between nine and 23 voting members who will serve staggered three-year terms. One member shall be appointed by the speaker of the New Hampshire House of Representatives and one member shall be appointed by the Senate President, per CH 173, Laws of 2012. The Discovery Center executive director is an *ex officio*, nonvoting member of the board. The board may include non-members on its committees and may be assisted from time to time by an Advisory Committee, which will provide advice and expertise.

McAuliffe-Shepard Discovery Center Business Plan

OFFICERS AND STAFF

The Discovery Center's officers shall consist of an Executive Director (ED), and, reporting to the ED, an Education Director, Marketing Director, Operations Director, Development Director, and Finance & Administration Director. Their responsibilities will be as follows:

- **Executive Director** – In consultation with the Board, sets the direction for the Discovery Center and assures that it achieves its mission. Works with the Board on short-, long-range and strategic planning, setting annual and long-range goals and objectives and fundraising. Directs, oversees and implements Board policies, business, annual, long-range and strategic plans and initiatives, recruits and directs staff. Serves as the public face and voice of the Discovery Center to the staff, supporters, the media, and the public. Ex-officio member of the Board, liaison between Board and staff.
- **Education Director** - Develops and implements the Discovery Center's educational programs and initiatives; ensures that programs and services properly support the Discovery Center's mission and meet the needs of its constituents and stakeholders. Works with the marketing director on outreach to the educational community and general public to be sure the programs are well-attended.
- **Marketing Director** – Strategically positions the Discovery Center as a key educational and visitor attraction, on a local, regional, national and international level. Oversees all branding and communications. Works with top leadership to keep awareness of the Discovery Center high in key target markets. Analyzes markets using surveys and other two-way communications tools, incorporates findings into annual and long-range marketing plans and immediate actions when necessary. Coaches staff and board in communications including crisis communications.
- **Operations Director** – Oversees and implements all visitor services, facilities management, private rentals, special events and volunteer program. Works closely with marketing director on visitor surveys and other feedback, and with development director on special events. Ensures that the facility is adequately staffed for all events.
- **Development Director** – Works with the executive director and Board on all fundraising initiatives and activities including capital, annual, memberships and special projects; develops and implements annual and long-range fundraising plans and strategies, including prospecting, cultivation, relationship building and maintenance, and acknowledgement of donors and sponsors; develops and writes grants and oversees implementation of and reporting on grant-funded initiatives.
- **Finance & Administration Director** - Finance, accounting, human resources, oversight of retail operations. Works with board secretary, treasurer and contracted accounting firm on audits and federal, state and local reporting requirements. Oversees all Discovery Center financial transactions and contracting.

The Discovery Center's past staffing has included 14 full-time and 37 part-time employees; in its new organizational structure, its goal is to have 12 full-time employees (including officers) plus approximately 12 part-time employees who work from 2-30 hours per week. Until fundraising targets are met, the Discovery Center will start the first quarter of 2013 with seven full-time staff and 14 part-time staff, increasing its staffing as revenues allow. The Discovery Center also relies on volunteers and occasional work-study staff members, as well as on contracted services such as for information technology and maintenance. Staffing levels may change over time, but the emphasis will be on attracting, rewarding and retaining experienced, dedicated, full-time staff and a well-trained, enthusiastic contingent of volunteers drawn from the community and area colleges.

Organizational and Governance Goals

- Organizational design supports the Discovery Center's mission, goals and objectives
- Leadership is credible and earns high respect
- The board and top leadership cultivate a culture of trust, ethics and stewardship
- The board, executive director, staff, volunteers and members are deeply connected with and committed to the Discovery Center

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- Employees understand what they are expected to do, how what they do affects the mission of the organization, employees' goals, objectives and evaluations are tied to the mission and organization plans, goals and objectives.
- Employees understand how what they do affects the mission of the organization
- Processes are simplified and barriers eliminated
- Employees are well-trained, empowered, valued, and enjoy their jobs
- Succession planning is in place, and appropriate individuals are developed and mentored
- The Discovery Center celebrates diversity in its board, staff, volunteers, visitors and program leaders and participants
- Accessibility is a key factor in the design of facilities, staff and volunteer assignments, exhibits and programs

RECRUITMENT AND SELECTION

The Discovery Center will recruit to fill positions internally and externally. All recruitment activities will seek top-quality candidates while conforming to Title VII and all other relevant state and federal labor laws, including tracking and reporting of the recruitment process. The Discovery Center is an equal-opportunity employer.

The board of directors is responsible for recruitment, hiring, evaluation and termination of the executive director. The executive director is responsible for recruitment, hiring, evaluation and termination of all other staff. The executive director may enlist the aid of the board in selection of top staff leadership, and may delegate recruitment and evaluation of mid- and entry-level staff to the appropriate staff director.

WORKPLACE ENVIRONMENT

The Discovery Center will provide a safe, accessible and comfortable workplace environment, meeting or exceeding all applicable state and federal laws. This objective will be met through the appropriate facilities, equipment, and training. Additionally, the Discovery Center will provide appropriate avenues for resolving grievances.

The Discovery Center will comply with all relevant labor laws, including

- Required postings i.e. Minimum Wage, Child Labor etc.
- EEO (Equal Employment Opportunity)
- OSHA reporting requirements and "right to know"
- Employment at will
- Pre-employment I-9 and visa verification
- FMLA (Family & Medical Leave Act)
- ADEA (Age Discrimination in Employment Act)
- FLSA (Fair Labor Standards Act)
- HIPAA (Health Information Portability and Accountability Act)

STAFF TRAINING AND DEVELOPMENT

The Discovery Center will provide staff training in the areas of workplace safety; organizational ethics and conduct; anti-discrimination and anti-harassment issues. This training will be given to all paid and unpaid staff shortly before or after the transition to a private organization; and to all new staff members shortly after they join the organization. Furthermore, the Discovery Center will provide regular refresher training in these essential areas.

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The Discovery Center will encourage and facilitate staff development in relevant professional skills, including providing financial assistance for professional development where appropriate. The Discovery Center will maintain relationships with area education centers such as NHTI, Concord's Community College to help with such purposes.

COMPENSATION

Staff compensation should be

- (a) Fair: How much would you or I want to be paid if we were doing that job?
- (b) Sufficient to attract and retain talented employees.
- (c) Flexible.
- (d) Performance-based.

As a guide, the Discovery Center should use outside annual salary surveys by organizations such as The Association of Science and Technology Centers, New England Museums Association, NH Center for Nonprofits, American Association of Museums, and Chronicle of Philanthropy.

Compensation components will include base salary or wage, and, in line with norms, employer-sponsored medical insurance and possibly a defined-contribution retirement plan; paid vacation time, sick time, and holidays. In the short term the Discovery Center may be unable to afford to provide or subsidize dental or vision care, medical insurance for spouses and families or retirement. The Discovery Center may also provide employees with limited discounts for themselves, family and friends for the Discovery Center admissions, events, services, and merchandise.

Performance reviews should be conducted each September, with compensation **merit adjustments** effective on the first day of each fiscal year (January 1) and based on the table below (merit increase percentages to be revised each year before the performance review process). Merit adjustments for partial-year employees will be prorated based on date of hire or date of job change (whichever is appropriate).

Performance Rating →	Greatly Exceeds Expectations	Exceeds Expectations	Meets Expectations	Slightly Short of Expectations	Substantially Short of Expectations
Merit Increase %	Up to 4.0%	Up to 2.5%	Up to 1.5%	0.0%	0.0%

AT-WILL EMPLOYMENT

The Discovery Center is an "at-will" employer, and, as such, does not guarantee employment. Either the Discovery Center or the employee may terminate the employment relationship at any time, with or without cause, and with or without notice, for any reason or no reason as long as the decision is not based on age, sex, race, ethnicity, country of origin, religion, sexual orientation, veteran status, or disability, consistent with state and federal law.

Market Analysis

The Executive Service Corps distributed a market analysis entitled *Acquiring and Satisfying Customers* via email on 9 May 2012. That report is an integral part of this Business Plan and is incorporated by reference into it. It is also available by request from the Discovery Center board members or officers.

Marketing Plan

McAuliffe-Shepard Discovery Center Business Plan

The Executive Service Corps has separately distributed a marketing plan entitled *McAuliffe-Shepard Discovery Center 2013 Marketing Plan* on 17 August 2012, which is incorporated into this business plan by reference. It is available by request from the Discovery Center board members or officers.

Website Strategy

If we are to increase the onsite Discovery Center visitors to an annual rate of 85,000 by December 2015 – representing an increase of 25,000 – the website needs to play a pivotal role in creating awareness and persuading potential visitors who find the website to visit. As a benchmark, 25,000 annual visitors would be about 625 additional groups of four people each month, while the website currently has from 4,500 to 7,500 unique visitors each month.

We know from the visitors' survey that 29% of current visitors became aware of the Discovery Center through the internet. We also know that only 56% of New Hampshire residents were aware of the Discovery Center, and in two counties, Grafton (37% aware) and Sullivan (41% aware), it was much lower.

Seventy-one percent of visitors are from within a one hour drive of the Discovery Center, which means that 29% are from more than an hour's drive, or most likely visitors from out of state. It is safe to assume that the out of state awareness is significantly less than 56% and probably approaches zero as we move farther from Concord, New Hampshire.

According to the survey, 55% used the internet in planning the current visit. That suggests a very big role for the website in 1) reminding those who are online looking for an activity about the Discovery Center and 2) for persuading those who visit the site to visit the Discovery Center.

Summary - Role of the Website in Marketing

1. Raise awareness among those who are not aware of the Discovery Center.
2. Persuade those who come to the website looking for activities to visit.
3. Provide easy access to what is happening to promote more visits by members and core customers.
4. Eventually provide online ticketing in order to improve the customer experience, assist in collecting better market intelligence, and free up resources for other activities.
5. Provide online educational experiences that build a regional and national following.

Strategy

- Awareness Strategy
- Search Engine Optimization
 - Add keywords or Meta Tags to major pages
 - Add links in
 - Add new verbiage with increased keyword density
- Persuade Strategy
- Improve first page
- Compelling copy and graphics
- Improve access
- Simplify the site
- User friendly analysis

Website Marketing Plan Outline

Now

- Understand Website Statistics
- Develop a Management Report – combine web visits with data from the e-newsletter into a monthly report
- Improve the Keywords or Meta tags – Improve the keyword density on 5 to 10 pages – Make sure Alt Tags are helpful and reinforce keywords

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- Start to monitor TripAdvisor.com and similar sites

Continuous

- Look to increase links in from tourism sites, government, STEM organizations
- Add online booking of tickets, retail sales, donations
- Re-do the website design
- Consider a makeover of the current home page – this might be done on the cheap now.
- Improve content editor - consider a Word Press Site, see below
- Review and adjust for mobile compatibility

Goals

- We need to see a 25% increase in the monthly unique visitors from 2011, or seek outside Search Engine Optimization (SEO) help.
- Develop Home Grown SEO

Programs and Services

The Discovery Center provides the following programs and services:

- Exhibits – indoors and outside, primarily interactive
- Planetarium shows
- School Field Trips
- Educational Workshops, Programs and Activities, on- and off-site
- Observatory
- Events
- Gift Shop and Café
- Facility Rentals

Program Impact Table as of 31 December 2012; Target Goal by January 1, 2015 is 100% 5s

Program	Effectiveness	Depth	Breadth / Volume	Revenue	Cost	Profitability	TOTAL	Weight	WGTD TOTAL
Exhibits	3	3	2	3	3	2	16	25%	4.00
Planetarium Shows	5	4	5	4	4	5	27	20%	5.40
Educational Programs	4	4	3	2	2	2	17	25%	4.25
Observatory	5	5	4	0	4	0	18	5%	0.90
Events	5	5	5	2	2	2	21	5%	1.05
Gift Shop & Café	4	4	4	2	2	2	18	10%	1.80
Facility Rentals	5	4	2	4	5	5	25	10%	2.50
TOTALS	31	29	25	17	22	18		100%	19.9

5 = Excellent; 4 = Good; 3 = Acceptable; 2 = Needs Improvement ASAP; 1 = Poor; 0 = Not Applicable

Planetarium Shows

The 103-seat planetarium will continue to provide shows generally five times each day during regular Discovery Center public hours, plus shows for field trips, groups, special evening shows and presentations. "Tonight's Sky" show is updated continually; other shows are rotated on and off the schedule every few months, with a new show opening two to four times per year.

Exhibits

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The Discovery Center typically has an average of 20 exhibits at any one time. Eighteen of these are permanent, maintained, updated/upgraded on a regular basis, while two are temporary – one major, one minor – and typically rotated every three months.

The 2012 Discovery Center visitor and member surveys identified the need to freshen and upgrade the exhibits, and the Discovery Center intends to respond aggressively and enthusiastically to this need.

Permanent and traveling exhibits are the core experience in the science center, providing visitors an engaging, interactive way to learn about space science, astronomy, aviation and Earth science. They create the environment of a science center and serve as important educational tools as well as entertainment. Changing exhibits, limited exhibit downtime, and updates/upgrades of permanent exhibits are critical to engendering and increasing repeat visitation.

The majority of permanent exhibits incorporate National Science Standards in their design. Permanent exhibits include:

- aviation and aerospace exhibits in the central atrium and second floor;
- a flight school, model light aircraft, and aviation simulators planned for 2014;
- a flight timeline focused on aviation, rocketry and space flight milestones in place by late 2013;
- an Earth science room including remote sensing equipment, a model Earth that can also transform into other planetary bodies as needed, a meteorology station, and satellite imagery of the region;
- an electromagnetic spectrum exhibition, incorporating lasers, visible light and methods of viewing/utilizing light from the non-visible ends of the spectrum including model satellites with New England components, some elements of which are in place now and more to be added in 2013-2015;
- simulators – shuttle, lunar, aviation;
- an exhibit on living and working in space; and
- individual exhibits and a resource room focused on Christa McAuliffe and Alan Shepard, in place by fall 2013.

In addition to education and entertainment, a goal of the Discovery Center is to inspire young people to pursue excellence and careers in science, mathematics, engineering and technology. “Real People, Amazing Jobs” are a component of key exhibits, featuring a person working in a field related to the exhibit (airplane mechanic, space physicist, teacher, astronaut).

Tours, live demonstrations, exhibit-related activities, and informal interpretation by docents will enhance the exhibit experience for school and public visitors and private groups. A flexible staging area in the central atrium allows large group science demonstrations and presentations.

Education

The Discovery Center will pursue its key educational mission by providing education-oriented exhibits, workshops, planetarium shows, professional development for educators, and events; and by encouraging visits and program participation by families, school groups, scout groups, summer youth camps, and other youth-oriented organizations. The Discovery Center will work with teachers and school administrators to ensure that its programs align optimally with school curricula, and will explore the possibility of allowing students to earn academic credits through completion of the Discovery Center activities. These possibilities include operating a charter school within the Discovery Center [Note: Operation of a charter school is not included within the scope of this business plan.] The Discovery Center incorporates NH Science Frameworks and national STEM Standards/Guidelines in its programs and exhibits.

Observatory

The Discovery Center’s facility includes a rooftop observatory with a professional astronomical and a solar telescope and “Go To” technology, suitable for nighttime or daylight (solar) observations. The Discovery Center will connect a telescope to a video display and/or provide internet access by late 2013.

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Events

The Discovery Center hosts several events each year to bring together aviation and space science educators and experts with visitors: Aerospacefest, an aviation and space festival for families; the Astronomy Bowl, a high school competition; a science symposium for educators and the end of each school year; NASA-initiated events such as an International Observe the Moon Night; and events centered around astronomical and space science occurrences and issues.

Gift Shop and Café

The onsite gift shop, the Science Store, provides a large selection of items for sale that are consistent with the Discovery Center's mission. These include games, models, books, and other items focused on space science, technology, engineering, and mathematics. The purpose of the shop is to generate revenues for Discovery Center operations and to extend the visitor experience.

The onsite café, the Countdown Café, provides light meals, snacks and beverages for the convenience of visitors, and also caters events and facility rental functions. The café contract focuses on creating a partnership between the café operator and the Discovery Center that provides excellent service to Discovery Center visitors, adds value to private rentals, and allows both partners to flourish financially. The current café operator's contract will be extended for one year, and reviewed in 2013 before going out to competitive bid for 2014-2016.

Because the gift shop and café are onsite and consistent with the Discovery Center's mission, they fully qualify as not-for-profit components of the Discovery Center.

Facility Rentals

The Discovery Center rents portions or all of its facility for business meetings, seminars, group and private functions. We are able to provide tables and chairs, audio-visual equipment, food and beverages and educational programs. The Discovery Center's modern, spacious facility; its convenient access; and its ample, onsite parking have made facility rentals an increasing source of revenue. Recent customers have included family rentals for birthdays, wedding parties, and bar mitzvahs, college and high school reunions, corporate annual meetings, gathers of social service groups, and company parties.

The Discovery Center will continue to promote facility rentals as a source of high-margin revenue, so long as these rentals do not interfere with our educational mission. IRS Publication 588 includes guidance on tax exemption for this type of revenue.

Fundraising and Development

The development director will be responsible for development and oversight of all of the McAuliffe-Shepard Discovery Center's fundraising activities, supported by the executive director and the board of directors. This function includes:

- Prospect review, donor cultivation, developing a strong and growing donor base
- Soliciting donations from individuals, private foundations, and businesses; coaching and teeing up board and committee members and the executive director to make solicitations; including annual appeals, capital appeals special projects and planned giving.
- Writing, securing and reporting on grants from private foundations, businesses, and government agencies (e.g., NASA, NOAA, IMLS, FAA, Dept. of Energy, Dept. of Education, NEA, NEH).
- Grants and donations from private foundations, businesses, government agencies, and individuals. Grants and donations may be money, exhibits, equipment, or services (such as providing speakers, internships, volunteers, promotion, sponsorship, or other support).

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- Memberships offered to individuals and organizations.
- Development partnerships and alliances.

ALLIANCES

The Discovery Center establishes **alliances** with various other STEM organizations to share ideas and resources and to coordinate events. Among those organizations are:

- NASA – resources from Headquarters and Centers including Jet Propulsion Laboratory, Goddard Space Flight Center, Johnson Space Center.
- Smithsonian National Air and Space Museum – historical artifacts, networks.
- UNH Institute for the Study of Earth Oceans and Space – expert consultation.
- Harvard-Smithsonian Center for Astrophysics – guest speakers and consultation.
- Society of Experimental Test Pilots – funding, program and exhibit support.
- Association of Naval Aviation – funding and exhibit support.
- Plymouth State University – meteorology consultation and internships.
- Dartmouth College – expert consultation and internships.
- Daniel Webster College – Aviation Sciences consultation and internships.
- Sea-Lake-Summit-Sky – program collaboration with Squam Lakes Science Center, McAuliffe-Shepard Discovery Center, Seacoast Science Center, and Mt. Washington Observatory.
- NH Astronomical Society – night sky viewing with telescopes and program support.
- NH Aviation and Space Education Council – workshops, content support, outreach.
- NH Aviation Historical Society – program and exhibit collaboration.
- NH Public Television – exhibit and show content, program collaboration.
- NH Department of Education – state educational frameworks guidance, networks, outreach.
- NEA, NEH and NH affiliates, IMLS – funding source.
- School Districts (NH, ME, VT, No. MA) – content guidance and outreach.
- NH Space Grant Consortium – UNH, Dartmouth, McAuliffe-Shepard Discovery Center, PSU, H.A. Rey Center, Mt. Washington Observatory, Community College System of NH, FIRST – funding, collaborations, shared expertise
- NHTI, Concord's Community College – internships, work-studies, volunteers, program and exhibit support.
- Mt. Washington Observatory – Earth Sciences consultation and support.
- Civil Air Patrol – Aviation support, programs.
- Aircraft Owners and Pilot's Association – General Aviation support and consultation.
- Experimental Aircraft Association – Aviation expertise and consultation.
- National Museum of Naval Aviation – artifact loans.
- US Naval Institute – archive data.
- Aerospace Industries Association – program support.
- Association of Science-Technology Centers, American Alliance of Museums, New England Museums Association – networking, resources, and professional development.

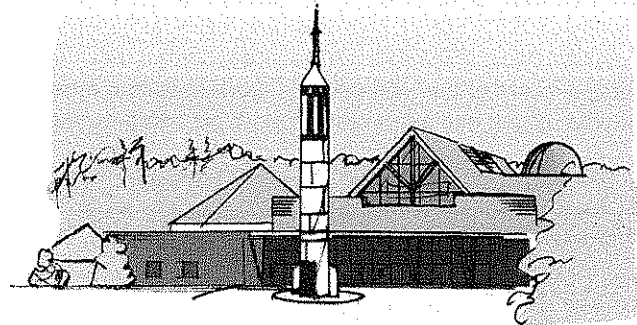
Facilities

The McAuliffe-Shepard Discovery Center occupies a 45,223 square foot facility, including a 9,000 square foot planetarium facility constructed in 1990, a 1997 1500-square-foot program space expansion, plus a 34,123 square foot addition built in 2009. The entire facility is heated and air conditioned for year-round operation. The Discovery Center will lease the facility from the State of New Hampshire for \$1 per year through a 10-year renewable lease beginning in January 2013. Highlights of the facility are:

- Two floors devoted to air and space exhibits, totaling 13,000 square feet of exhibit space.
- A 103-seat planetarium with state of the art Digital Sky full-dome video system, one of the most advanced in New England.
- A stunning 50-foot-high central atrium space.

McAuliffe-Shepard Discovery Center Business Plan

- Two floors devoted to air and space exhibits, totaling 13,000 square feet.
- A Rooftop Observatory with telescopes including a 16" computerized telescope; 10 person capacity.
- Multi-purpose classroom, event and meeting spaces (1 large; 2 smaller), and flexible exhibit and event space (portable stage and seating in main hall) to accommodate traveling exhibits and special events.
- Café and Gift Shop – offering an inexpensive, quality dining experience and fun science-related items from around the universe.
- Administrative offices with board room meeting area (upper level) and volunteer station (lower level).
- Large workshop for creating and maintaining exhibits.
- Outdoor picnic exhibit areas and picnic spaces, featuring gardens, a rocket plaza with a 92-foot-high Mercury Redstone rocket replica and a science playground.
- Parking Lot with 125 parking spots for visitors, three parking spots for school buses with a covered drop-off grand entrance.



Finance and Administration

Financial History and Outlook Summary

The Discovery Center has a 2013 operating budget of \$1.3 million. This is down substantially from earlier years due to the absence of the NH state funding and charges from previous years.

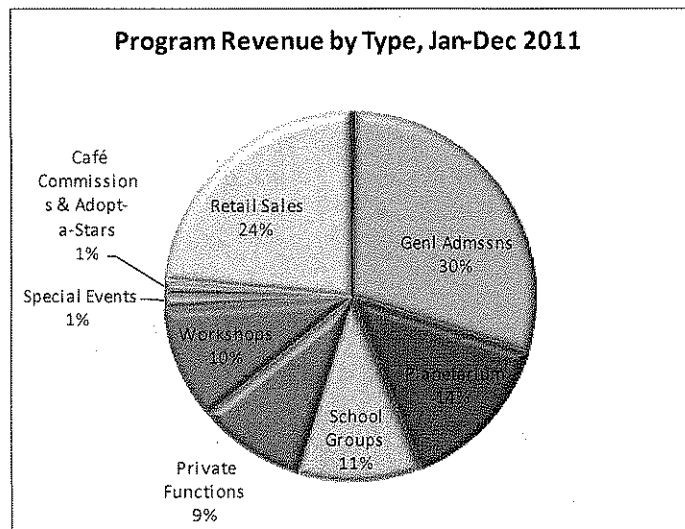
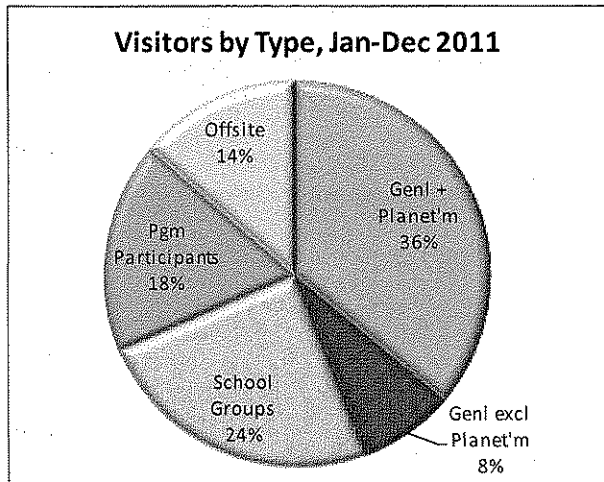
Table A-1: Statement of Revenues and Expenses (Unaudited)

	<i>Pro Forma, for Years Ended June 30</i>			Forecast	Budget
	2010	2011	2012	Jul-Dec 2012	YE Dec 31 2013
Revenue					
Program Revenue	\$ 616,922	\$ 561,849	\$ 522,254	\$ 226,751	\$ 691,503
Contributions & Grants	469,087	265,229	172,197	85,348	538,497
NH State Funding	812,498	874,233	1,192,274	388,208	70,000
Investment Income	-	-	-	-	-
Total Revenue	1,898,507	1,701,311	1,886,725	700,307	1,300,000
Expenses					
Staff Costs	1,223,909	1,177,627	1,079,479	491,647	884,817
Occupancy excl Bonds	183,074	208,617	224,086	93,905	184,912
Program Costs, N.E.C.	94,448	110,046	141,694	114,343	150,735
NH State Charges (incl Bonds)	225,115	158,423	379,978	99,121	1
Other Costs	171,961	46,598	61,488	25,366	79,535
Total Expenses	1,898,507	1,701,311	1,886,725	824,382	1,300,000
Net Periodic Surplus (Deficit)	\$ -	\$ -	\$ -	\$ (124,075)	\$ -

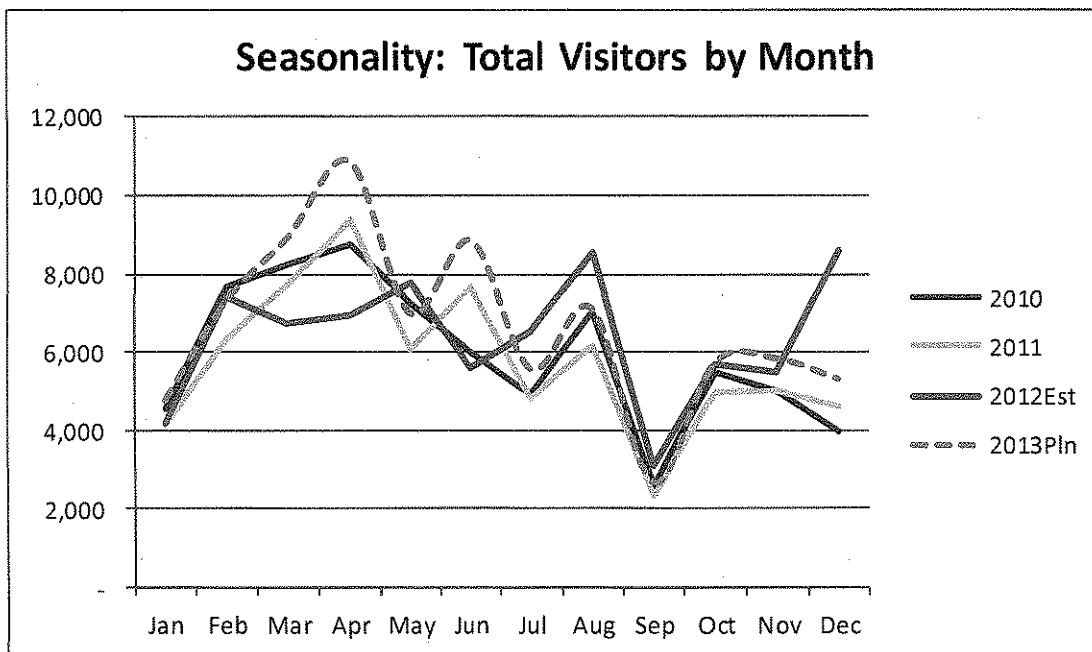
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SOURCES OF REVENUE

Revenue from programs and services is closely tied to the number of visitors. The pie charts below are for January – December 2011, but the patterns have been fairly consistent over the years. General-public visitors comprise 44 percent of the total. Most (36%) visit the Discovery Center, view the exhibits, and attend a planetarium show. School groups comprise about a fourth of the total visitors. Workshops and other programs attract 18 percent of the total, and the Discovery Center visits to schools and other venues brings our exhibits and speakers offsite to 14 percent of our total customer base.

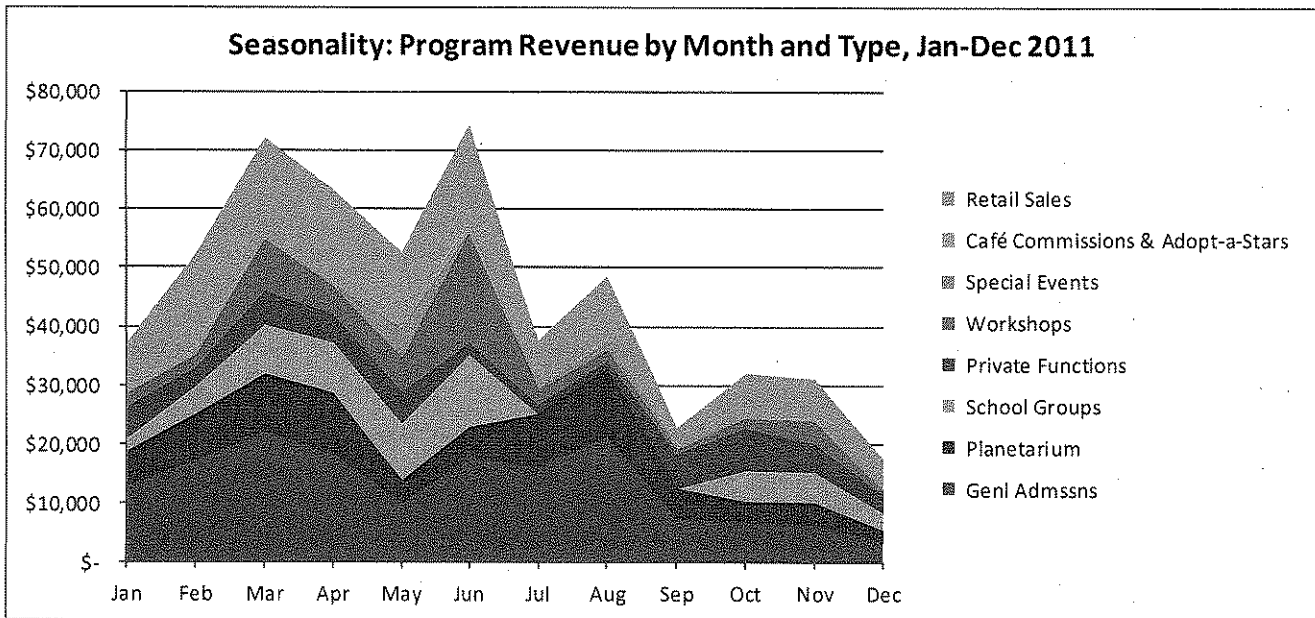


Activity is highly seasonal, as one would expect, and as shown in the line graph below. Visitor numbers peak February through May, with an influx of school field trip and school vacation visitors; summer visitors are mainly general public; visitation is generally weak in fall, largely due to the school calendar, and general tourism patterns (fall is outdoor / foliage time in NH).



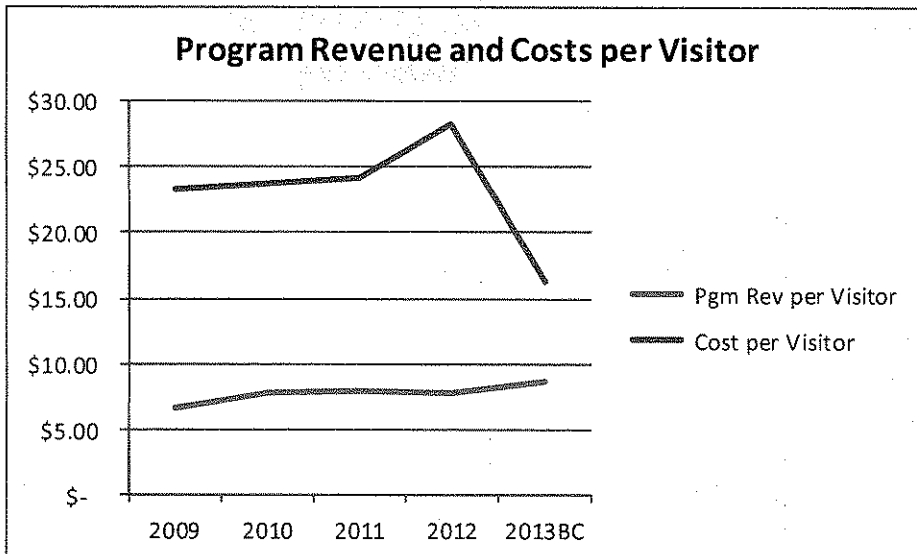
Revenue seasonality, except for private functions, is consistent with the visitation pattern, as shown in the next graph.

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The Discovery Center can respond to and perhaps mitigate this revenue seasonality by adjusting days and hours of operation, pricing, programs, and promotional efforts, including targeting market segments appropriate for each season and focusing efforts on making its outdoor areas – especially the science playground – a strong draw for families, especially during the summer and fall seasons.

Program revenue is expected to cover only half of the Discovery Center’s future costs, as shown in the graph below. The sharp decline in costs per visitor in 2013 is primarily due to the elimination of the facility construction bond payments, which peaked in fiscal 2012 at \$379 thousand, or \$5.70 per visitor. Also contributing to the decline in per-visitor costs are overall cost reductions plus a planned 19 percent growth in visitors.



Notes:

2009-12 data is on a July 1 to June 30 basis. 2013 Business Case data is on a going-forward January to December fiscal year.

Costs per visitor in 2009-12 include facility construction bond repayments, which have no counterpart in 2013 and beyond.

McAuliffe-Shepard Discovery Center Business Plan

EXPENSES COMPONENTS AND TRENDS

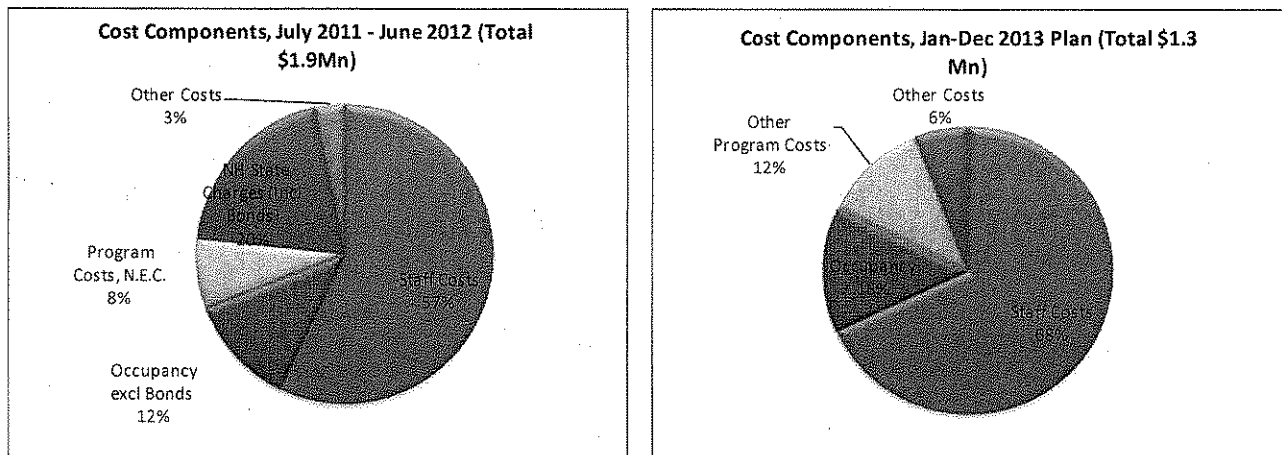
The Discovery Center plans to spend \$1.3 million during each of the next few years. That total is down sharply from the \$1.9 million spent by the predecessor state agency in the fiscal year ending 30 June 2012. The reasons for \$0.6 million planned savings are:

- \$400 thousand saved from elimination of the facility construction loan repayments.
- \$200 thousand saved from reduced staffing, reduced benefit levels and increased use of volunteers. \$70 thousand in anticipated facility maintenance savings because the State of New Hampshire will retain responsibility for certain maintenance responsibilities.

These savings are partially offset by having to fund certain services, such as insurance, that were previously handled by the State.

After the Discovery Center spinoff, staff costs will represent two-thirds of total costs. Most of these staff costs are relatively fixed, but the Discovery Center will have some flexibility in its scheduling of part-time staff. Occupancy costs are primarily energy (natural gas and electricity) and maintenance, and vary slightly with hours of operation. "Other Program Costs" are primarily exhibit and show rentals, program equipment and supplies, and speaker fees. "Other Costs" consist primarily of advertising and promotion and various administrative costs.

The graphs below show the principal cost components by major account for the July 2011 – June 2012 fiscal year, and for the January – December 2013 fiscal year.



Expenses and Profitability by Program or Service

Expenses and profitability by specific program or service is difficult to determine and interpret, because most of the costs are essentially fixed facility and staffing costs. Nevertheless, the Discovery Center will endeavor in the future to evaluate its various actual and proposed services based in part on their financial profitability.

BALANCE SHEET

The Discovery Center will start its "life" on 1 January 2013 with a \$227,000 cash and cash equivalents balance to cover working capital requirements. Its other assets will principally comprise pledged grants and donations, owned exhibits, furniture and fixtures, supplies inventory, and, at times, minor prepaid expense assets, such as prepaid insurance premiums.

There should be no material liabilities, but at any balance sheet date there are likely to be accrued short-term liabilities for outstanding payroll, accrued holiday and vacation time, and unpaid invoices, generally not exceeding one month's operating

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expenses. The building will continue to be owned by the State of NH and leased to the Discovery Center for \$1 per year under a ten-year, renewable lease agreement.

Table A-2: Statement of Financial Position (Unaudited)					
	<i>Pro Forma as of June 30,</i>			Dec 31,	Dec 31,
	2010	2011	2012	2012	2013
ASSETS					
Cash & Cash Equivalents	-	-	-	227,000	227,000
Marketable Securities	-	-	-	-	-
Grants & Fees Receivable	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Exhibits and Supplies	-	-	-	-	-
Property, Plant & Equipment	-	-	-	-	-
Other	-	-	-	-	-
Total Assets	-	-	-	227,000	227,000
LIABILITIES					
Accounts and Notes Payable *	-	-	-	-	54,167
Other Current Liabilities	-	-	-	-	-
Noncurrent Liabilities	-	-	-	10	9
Total Liabilities	-	-	-	10	54,176
NET ASSETS OR (LIABILITIES)	-	-	-	226,990	172,824

* *Accounts and Notes Payable are assumed to average one month's expenses (\$1.3 Mn / 12 months).*

Transaction Processing, Accounting, Controls and Compliance

The Discovery Center has been using the State of New Hampshire's transaction processing, accounting and controls systems. Beginning 1 January 2013, the Discovery Center will utilize new procedures and systems to process all receipts and disbursements, and to manage accounting and financial reporting.

- Program fees, grants, and other receipts will be processed internally and deposited in either a federally-insured bank account or an appropriate investment account.
- Payroll-related processing will be done through a third-party provider specializing in such services.
- All other payables will be processed internally and through a federally-insured bank account.

The Discovery Center will develop and utilize an appropriate accounting system to generate invoices and make payments, utilizing Intuit's Quickbooks fund accounting software running on secure in-house hardware and properly backed up. Training will be provided to the finance and administration director and at least one other full-time employee.

The key purpose of accounting is to safeguard an organization's assets. The Discovery Center will utilize the above-mentioned accounting services, including its built-in checks and balances, for proper general ledger and fixed asset accounting.

The Discovery Center will perform a full accounting close each month, and generate timely reports for the executive director. Quarterly and year-end reports will be provided to the board of directors. The Discovery Center will provide stakeholders and the public with appropriate financial information as well as, of course, the required IRS Form 990.

The Discovery Center's board of directors will hire an external, independent accounting firm to conduct an annual review of the financial reports and controls, and respond promptly if any material issues arise.

McAuliffe-Shepard Discovery Center Business Plan

The Discovery Center will maintain and enforce an **expense approval table** to ensure proper, independent signoffs for all expenditures. It may be modified from time to time with approval from the board of directors.

EXPENSE APPROVAL LEVELS – EFFECTIVE 1 JANUARY 2013

Approval By	Contracts With Total Value	Asset Purchases or Lease Total Value	Routine Disbursements within Budget
Board of Directors Executive Committee	> \$25,000	> \$25,000	> \$50,000
Executive Director	Up to \$25,000	Up to \$25,000	Up to \$50,000
Finance Director	Up to \$5,000	Up to \$5,000	Up to \$10,000
Other Staff Officers	Up to \$2,500	Up to \$2,500	Up to \$2,500
Bookkeeper	-	-	Up to \$1,000

To ensure proper controls, all payments require approvals from two individuals, except for budgeted, routine disbursements to established vendors for under \$1,000.

Reporting, Planning and Forecasting

The Discovery Center will prepare an annual budget, which must then be approved by the board of directors. Monthly and quarterly reporting will track actual results and forecasts against that budget. This information will be provided to the board of directors at least quarterly.

Information Technology

The Discovery Center will obtain the majority of its information technology support and other services, including application support, telecommunications, security and backups, from a third-party provider of such services, and may employ a part-time staff member to interface with the third-party vendors, or assign this responsibility to a full-time staff member as part of his/her duties.

Risk Management & Security

Risk management consists of (a) risk identification; (b) risk avoidance, including security; (c) risk mitigation, including insurance.

RISK IDENTIFICATION

The key risks which the Discovery Center faces are:

- A drop in the number of visitors, and therefore in program fees, caused by reduced interest in the Discovery Center's programs and services, increased competition from alternative venues, weather patterns, regional economic weakness, or long-term demographic changes. The Discovery Center must compete with other regional STEM-oriented educational resources as well as other youth-oriented entertainment attractions. Nevertheless, the Discovery Center is the largest youth-oriented dedicated STEM facility in New Hampshire. The other similar facilities include the Seacoast Science Center (60 miles distance); Squam Lakes Science Center (20 miles distance); Montshire Museum (60 miles distant); Boston Science Museum (60 miles distant). The Discovery Center's on-site visitor levels are sensitive to weather, being adversely affected by especially good weather (when potential visitors prefer outdoor activities), hence the need for an outdoor component (science playground).
- An inability to obtain sufficient grants and other donations which are necessary to supplement the program fees.
- Loss of key officers or other staff members.

Other notable risks are:

McAuliffe-Shepard Discovery Center Business Plan

- Health and safety risks to staff and visitors, due, for example, to the use or misuse of exhibits, or inappropriate conduct with visitors.
- Facility risks to the structure, systems, furniture and fixtures, machinery and equipment (damage, theft, loss, obsolescence).
- Unexpected costs; loss or theft of funds.
- Data risks (loss, damage or theft of data related to staff, visitors, donors, or key operational activities).
- Legal risks (regulatory compliance, litigation).
- Legislative actions that affect the lease or amount of funds allocated to start-up costs or facility maintenance.

RISK AVOIDANCE

Risks will be mitigated primarily through the following actions:

- Ongoing monitoring of visitors and the market, including awareness and impressions of the Discovery Center; linked to the ability to rapidly change hours of operation, pricing, and other attributes.
- Active partnering with donors and potential donors to solicit support and ideas.
- Employee job rotation, training (including periodic refresher courses), and succession planning.
- Facility design, both interior and exterior, including full compliance with local fire codes and OSHA regulations.
- Financial controls to safeguard financial, physical and intangible assets.
- Electronic data controls, including security and backup systems.
- Adherence to a Document Retention and Destruction Policy.
- Adherence to an employee Conflict of Interest Policy.
- Adherence to an employee Whistleblower Policy.
- Procedures and staff background checks, to mitigate the potential for inappropriate behavior with visitors.
- Security duties and training for frontline staff.

RISK MITIGATION

The Discovery Center will mitigate market risks through adjusting hours of operation and programs based on weather, competition, regional economic conditions.

The Discovery Center will maintain appropriate levels of insurance covering: property & casualty (including exhibits coverage); directors & officers; and general liability. The Discovery Center will not need insurance coverage for the facility itself, as it will remain owned by the State of New Hampshire, but may choose to purchase coverage for the amount of the State's catastrophic coverage deductible (\$1 million).

Legal

The Discovery Center must comply with all federal, state and local laws and regulations applicable to a 501(c)(3) organization. These relate primarily to governance, reporting, and staffing. The Discovery Center must maintain the staff, systems and procedures to comply with these requirements. Additionally, it will utilize outside legal counsel where appropriate.

Communications

The Discovery Center will engage in active, ongoing, two-way communications with all of its key stakeholders: the board of directors and staff; donors, members and other supporters; visitors; area schools; and the general community.

Communications will include newsletters; an active website; active social media participation; and personal visits to schools, area businesses, and civic organizations; timely reporting on all grants as required by the grantors; and an annual report. The 2012 visitor and member surveys highlighted the importance of word-of-mouth communication, and reminds us that every board and staff member, donor, supporter, and, indeed, every stakeholder, is part of the Discovery Center's communications team.

McAuliffe-Shepard Discovery Center Business Plan

It is the executive director's responsibility to ensure that communications with the various stakeholders are consistent and timely. But the specific communications will be managed by the directors of marketing and development.

- External communications with donors, members, sponsors, other supporters, visitors, area schools, and the general community.
- Internal communications with trustees, officers and staff

Organizational Social Responsibility

The Discovery Center strives to operate in a manner that is sensitive to the natural environment and to the community and wider society in which it exists. Specific actions to pursue environmental sustainability and overall organizational social responsibility (OSR) are:

- Include environmental sustainability and organizational social responsibility measurements in the key performance indicators regularly reported to the board.
- Include these indicators in the staff performance goals, so that they affect promotions and compensation.
- Minimize energy use and carbon emissions, primarily through facility management and operations.
- Minimize waste through our purchasing, usage, and disposal / recycling.
- Make OSR an explicit factor in the vendor selection process.
- Incorporate OSR as a component in our exhibits and educational activities.

Key Performance Indicators and Contingency Actions

The following key performance indicators (KPIs) will help the Discovery Center remain on course to achieve its objectives. They can be viewed monthly, quarterly, and annually:

- Operational KPIs
 - Total Facility Operation Hours
 - Facility Utilization Index
 - Energy use (electricity kWh and gas cf)
 - Water use (gallons)
 - Waste generated (cf?)
- Market & Program KPIs
 - Total Visitors (onsite and offsite, first-time and repeat)
 - Total New Exhibits, Shows & Events
 - Total New and Repeat Private Rentals
 - Quality Rating of Exhibits, Shows and Events
 - Net Promoter Index
- Financial KPIs
 - Total Earned Revenue
 - Total Contributed Revenue
 - Total Expenses
 - Net Working Capital
 - Projected Cash Balance +1M, +2M, +3M
- Development KPIs
 - Total Members
 - Total Donors + In-Kind Supporters
 - Increase in Member and Donor Levels

The Discovery Center must monitor its KPIs, compare them with targets, and be prepared to trigger contingency actions if any of them exceed certain predefined thresholds.

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Contingency actions may be program and revenue-related: changing opening hours, adjusting pricing, and/or adjusting marketing strategies, for example. Other contingency actions may be cost-related, such as delaying exhibit rotations, canceling some least-effective programs, and/or reducing staff costs.

As of October 31, 2012, during the transition period active fundraising for the new McAuliffe-Discovery Center has not yet begun; fundraising plans are in the early stages of development on the board level, and staffing needs to be augmented to bring on development assistance. The executive director will be able to focus strongly on fundraising once all administrative pieces are in place for the new Discovery Center.

Consequently, the Discovery Center must plan for a 1st quarter (Q1) budget that utilizes only start-up funds from the State (\$227K) and Touch the Future (~\$40K), plus anticipated Q1 revenues from earned income and memberships based on a three-year average of past earned Q1 revenues of \$178K; and it must not plan to spend all of the State and Touch the Future funds in case earned revenues are below target in Q1 or Q2-Q3.

As funds are brought in, staff and programs can be added to achieve the \$1.3M scenario of full staffing and full program offerings. While this may result in qualified staff from the former State Agency Discovery Center not being available for hire in Q2/Q3, the alternative would result in an unacceptable deficit.

For Q1, full-time staffing will include the executive director, plus five additional key positions, and recruitment will begin for the development director. Part-time staffing will be at the level of 6-7 full time equivalent (FTE) positions. Traveling exhibit rental will be delayed for one month. Medical coverage may be for staff only, not for spouses or family. This will result in a projected Q1 ending balance of \$195K.

As soon as general operating funds of \$75,000 in contributed revenue are secured, recruitment will begin for a director of finance and administration. As soon as an additional \$75,000 in contributed revenue exceeding target is secured, recruitment will commence for a marketing director. As funds are secured for grant-funded positions (typically for education team members), those positions will be brought on for the duration of the grant funding.

Contributed revenues and/or earned revenues exceeding target will result in bringing on additional staff, bringing in additional traveling exhibits, and other costs, leading to a migration from the 2013 Start-up budget to the planned \$1.3M business plan budget. New/above target funds must be at least \$5,000 in excess of costs for a full-year's funding of a full-time position's salary and benefits before any commitments are made for filling each additional full-time staff position. With the increased revenues, the Board of Directors, in consultation with the executive director, may opt to increase pay and benefits to current staff up to the \$1.3M budget's salary levels and/or increase program funding up to the \$1.3M budget level, before bringing on additional staff, once the positions for development director, finance and administration director, and marketing director are filled.

Anticipated earned revenues and memberships based on prior three-year average (two-year average for Q4) and \$1 general admission price increase:

Q1	\$178,000
Q2	\$192,000
Q3	\$109,000
Q4	\$ 99,000

In order to fulfill its mission, the Discovery Center will focus on its services to the public while steadily increasing its revenue stream so that it can migrate to its sustainable budget level of \$1.3M with an operating surplus that grows year by year, as soon as possible. Target date for this full transition to a sustainable level of operations is September 1, 2013.

McAuliffe-Shepard Discovery Center Business Plan

Appendices

Appendix 1: Board of Directors Biographies

PAMELA A. BELLINO

A manager in the natural gas industry with 35 years of proven leadership experience in operations, customer service, labor relations, process improvement, and project management, including the execution of major cost reductions and productivity initiatives, and the motivation and development of employees, Bellino is currently director of customer service operations for Unitil Service Corporation and is responsible for a \$12 million budget. She is a graduate of Eastern Nazarene College and has had extensive board experience.

TRICIA A. BOUCHER, CPA

A Certified Public Accountant with 15 years of experience with the well-established accountancy firm Nathan Wechsler Company of Concord, NH, Tricia Boucher has many clients who are private non-profit charitable corporations, and serves as Treasurer of the Board for her church. She and her children are frequent visitors to, and passionate supporters of, the Discovery Center.

FREDERICK BRAMANTE

Past chair of the NH Board of Education, Bramante was a middle school science teacher who founded Daddy's Junky Music Store - which eventually grew into the 14th largest music product retailer in the United States. His innovative advocacy for student-centered mastery of learning led to meaningful redesign of education policy in New Hampshire. Bramante has a bachelor's degree in science from Keene State College and a master's degree in organizational leadership from Plymouth State University.

RICHARD CANTZ

Director of public policy and advocacy for Goodwill Industries of Northern New England, a private non-profit charitable foundation, Cantz's position entails working with legislators in the Northern New England states and numerous public advocacy groups. Cantz previously served as vice-president of resource development for the United Way of Greater Portland. He graduated from Springfield College with a degree in Clinical Psychology and his first work was with foster care services.

SHARON ENG (CURRENT BOARD SECRETARY)

Eng is president and co-owner of Contract Support Group, a contract manufacturing company specializing in electromechanical assembly located in Belmont, New Hampshire. Previously, she was director and founder of the Avalon Education Foundation in Hong Kong. Earlier in Hong Kong, she served in a variety of volunteer roles at the Chinese International School and at Crossroads International, organizing donations of furniture and clothing sent to Kosovo during that conflict. In the 1990s, Eng worked as a senior principal consultant at the Hay Group, the Asian regional headquarters of a human resources consulting firm. She has also worked as an investment broker, research and development engineer and as an investment engineer. She earned a BS degree from Vanderbilt University and an M.Ed. from the University of Hong Kong.

PAUL HIGGINS

A life-long New Hampshire resident who spent 18 years teaching automotive technology at the college level and was a self-employed automotive technician, Higgins is the founder of the Alex Higgins Memorial Space Camp Scholarship Program, which has sent 38 NH students to Space Camp over the past 11 years. Higgins has served on the Massabesic Audubon Center and the NH Audubon Society, and is a founding member of the Manchester NH Chapter of the Compassionate Friends (an international support group for bereaved parents). He has a B.A. in Education from Keene State College.

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ROBERT INTRONE

Introne is a retired Air Force Officer and Meteorologist who served six terms in the NH legislature, including the House Committee on Science and Technology. A Pennsylvania State University graduate with a BS and an MS from Colorado State University, he has served on the boards of the Sports Car Club of America, Program Committee of the American Meteorological Society, America Legion, and Military Officers Association.

JAMES R. MacKAY, Ph.D. (CURRENT BOARD CHAIR)

A psychotherapist in private practice, Dr. MacKay has also served as a university professor, a director and coordinator of Community Mental Health Services, a major in the Medical Service Corps of the US Army Reserve, past mayor of Concord and a six-term state legislator. MacKay is current Chair of the NH Suicide Prevention Council, Vice-Chair of the Merrimack Valley Assistance Program (HIV/AIDS), a member of the City of Concord Airport Advisory Committee and the McAuliffe-Shepard Discovery Center Commission, a member of the Board of Directors of Goodwill Industries of Northern New England, Touch the Future, Inc., The Children's Lobby, NH Child and Family Services, and serves on the Suicide Fatality Review Board and the Executive Committee of the Merrimack County Legislative Delegation.

COL. WILLIAM MORAN

A retired Air Force Colonel with a distinguished career as a pilot, instructor pilot, evaluation pilot and member of the Society of Experimental Pilots, Col. Moran commanded the 46th Bomb Squadron. During his command, Moran's Squadron received the Air Force Outstanding Unit Award. After serving in increasingly significant assignments, his last as the Vice Commander of the Air Warfare Center at Nellis Air force Base in Nevada, Col. Moran worked as a small business account executive at an insurance agency. Presently, he is the New Hampshire Wing Commander of the NH Civil Air patrol. He graduated from the University of Rhode Island and immediately joined the USAF after graduation. He was a Distinguished Graduate of Officers Training School and then completed USAF pilot training.

STEVEN MURPHY (CURRENT BOARD TREASURER)

The senior vice president, chief financial officer and treasurer of Associated Grocers of New England, Inc., Murphy has had 24 years of experience in the grocery industry. The scope of his responsibilities at Associated Grocers include corporate accounting, corporate finance, IT systems and loss prevention. He serves on many committee assignments as part of the Executive Management Team of Associated Grocers of New England. Murphy has a BS in Business Administration from Boston University and an MBA from Southern New Hampshire University. He is a CPA and CGMA.

NANCY NADEAU

Vice President for Administration at Bellwether Community Credit Union, Manchester, Nancy Nadeau has had major responsibility since 1994 for planning, directing and overseeing all human resources and administrative functions including HR, payroll, facilities, security, training and business continuity. Nadeau has served on the Make-A-Wish Foundation of New Hampshire, Dress for Success, Volunteer NH, Saint John the Evangelist Church-Holiday Fair Chair, New Horizons for New Hampshire and as a Guardian ad Litem for CASA of New Hampshire. Nadeau has an A.A. in Business Administration from Southern New Hampshire University.

REP. WILLIAM REMICK

A retired science educator and four-term member of the New Hampshire House of Representatives serving on the Standing Committee on Science, Technology and Energy, Remick served four years in the United States Air Force. He has served as an educator in several significant capacities in this and other countries, and has served on elected school boards in addition to his professional work. Remick has a BA in Education from Keene State College and an M.S. from Southern Connecticut State College.

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JAYME SIMOES

President of Louis Karno and Company Communications, LLC, Simoes manages all accounts for this company he founded in 1999, including directing the firm's strategy and marketing efforts. He was recently honored with the Advertising and Public Relations Award from the New Hampshire Travel Council. Simoes is a past president of the Public Relations Society of America - Yankee Chapter and is a 2003 recipient of the Union Leader's "40 under 40" award which honors New Hampshire's outstanding young professionals.

[Senate President Appointee: TBD, in place by January 2013]

[Speaker of the House Appointee: TBD, in place by January 2013]

JEANNE T. GERULSKIS

In her capacity as executive director, Gerulskis is an *ex officio* member of the board of directors.

She has been in the museum field for 22 years, with 15 years as the executive director of a science museum, the McAuliffe-Shepard Discovery Center (formerly called the Christa McAuliffe Planetarium from 1998-2008), five years as senior curator of programs and three years as program coordinator at Ketchikan Museums, a history and anthropology museum and Native American cultural center. Gerulskis is currently leading the transition of the Discovery Center from a state museum to a nonprofit operation, the McAuliffe-Shepard Discovery Center Corporation. Gerulskis holds a B.A. in economics from Williams College, where she also studied genetics, multi-variable calculus, chemistry, physics, art history and studio art. Under her leadership, the Discovery Center expanded from a stand-alone planetarium to a 45,000 square-foot science center with interactive science and engineering exhibits, a planetarium, science programs and an observatory, became a NASA Space Grant Affiliate Institution and NASA Educator Resource Center.

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Appendix 2: Transition and Outreach Plan 2012

The following tasks must be completed as part of the Discovery Center's transition from a state agency to an independent, not-for-profit corporation. **Note: C = Task Completed; P = Task in Process; O = Task Not Started**

GOVERNANCE, ORGANIZATION & STAFFING

- C Create Board of Directors
- C Create Business Plan & submit to the Fiscal Committee of the General Court
- P Complete the Discovery Center legal formation
- P Define new organization structure, staffing & compensation structure
- P Create policies and procedures documents
- O Conduct staff workplace training

MARKETING

- C Conduct Market Analysis
- C Conduct Summer '12 Marketing Campaign
- C Create Marketing Plan (4Ps, etc.)
- P Improve online presence
- P Update website & social media sites
- O Aggressively publicize schedule

PROGRAMS & SERVICES

- P Improve exhibits
- P Address visitor survey suggestions
- P Improve exhibit turnaround w/ 3-Yr Plan
- P Analyze program offerings' ROI
- O Optimize schedule of exhibits & events
- O Collections Handling
- O Collections policies & procedures document
- O Implement collections policies & procedures

FUNDRAISING & DVLPT

- O Start \$450K/yr fundraising campaign
- O Improve donor acknowledgment program

FACILITIES

- C Compile full equipment inventory per HR1274
- O Conduct energy audit & implement
- P Fix planetarium roof & theater seats
- O Install security cameras
- P Improve outdoor facilities
- P Spruce up facility
- P Establish facility lease with State of NH

FINANCE & ADMIN

- O Transition Procedures & Accounting
- P Select bank, payroll, and audit vendors
- O Establish financial control procedures
- P Select & develop new accounting system
- O Review & migrate all the Discovery Center contracts
- P Establish 12/31/12 financial baseline
- P Information Technology
- O Select IT vendor
- P Dvlp VISTA & Crystal visitor statistics
- P Risk Management & Security
- P Dvlp & implement IT security
- P Dvlpt & implement workplace security
- P Obtain appropriate insurance

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- P Expense Optimization
- C Minimize staff-related costs
- C Ensure access to State of NH's purchasing discounts

COMMUNICATIONS

- P Conduct Transition Outreach
- P Regular staff communications
- P Create Transition Message & Outreach Team
- P Visit or write to donors & supporters
- P Identify & visit area youth and civic organizations
- O Identify & visit area partners & supporters
- O Identify & visit area schools
- O Communicate Reopening
- O Invite Key Stakeholders to Reopening
- O Send Letter to Staff
- O Announce Reopening to Public

GRAND REOPENING

- O Grand Reopening Event

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Appendix 3: Conflict-of-Interest, Whistleblower and Harassment Policies

CONFLICT OF INTEREST POLICY

The reputation of McAuliffe Shepard Discovery Center is contingent upon adherence to the highest principles of fairness, honesty and integrity. It is vital that these principles be upheld and that the highest standards of conduct be maintained in all activities. It is the expectation of the Discovery Center that employees will avoid any activity or behavior that could conceivably be deemed by others as inappropriate or to negatively reflect upon the Discovery Center. Employees are therefore expected to refrain from:

- Participation in any commercial activity involving the Discovery Center in which the employee or any member of the employee's family or a personal friend has a personal interest.
- Acceptance of any gift or other favor that might be reasonably deemed by others to influence the employee's judgment or actions with regard to the Discovery Center.
- Use of any proprietary or confidential information learned in the course of employment by the Discovery Center for other than Discovery Center work-related purposes.

Furthermore:

- Employees who accept additional employment outside of the Discovery Center shall report such employment to their immediate supervisor.
- Employees must promptly report any *potential* conflict of interest – that is, any circumstances that could cause concern – to their immediate supervisor.

WHISTLEBLOWER POLICY

A Whistleblower as defined by this policy is an employee of McAuliffe Shepard Discovery Center who reports an activity that s/he considers to be illegal or dishonest to one or more of the parties specified in this Policy. The Whistleblower is not responsible for investigating the activity or for determining fault or corrective measures; appropriate management officials are charged with these responsibilities.

Examples of illegal or dishonest activities include violations of federal, state or local laws; billing for services not performed or for goods not delivered; and other fraudulent financial reporting.

If an employee has knowledge of or a concern of illegal or dishonest fraudulent activity, the employee is to contact his/her immediate supervisor, the executive director, or any member of the board of directors. The employee must exercise sound judgment to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing will be subject to discipline up to and including termination of employment.

Whistleblower protections are provided in two important areas -- confidentiality and retaliation. Insofar as possible, the confidentiality of the Whistleblower will be maintained. However, identity may have to be disclosed to conduct a thorough investigation, to comply with the law and to provide accused individuals their legal rights of defense. MSDC will not retaliate against a Whistleblower. This includes, but is not limited to, the employee's right to protection from retaliation in the form of an adverse employment action such as termination, compensation decreases, or poor work assignments and threats of harm. Any whistleblower who believes s/he is being retaliated against must contact the executive director or any member of the board of directors immediately. The right of a Whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

All reports of illegal and dishonest activities will be promptly submitted to the executive director (unless the activity involves wrongdoing on the part of the executive director; then the report will be submitted directly to the Chair of the Operations Committee of the Board of Directors) who is responsible for investigating and coordinating corrective action.

HARASSMENT POLICY

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The Discovery Center, as part of its equal employment opportunity program, is firmly committed to providing its employees with a working environment free of all forms of unlawful discrimination, including sexual harassment. Actions or words that harass or intimidate Discovery Center employees, volunteers, vendors, or visitors are strictly forbidden and will not be tolerated. Such conduct will result in disciplinary action in accordance with Discovery Center policy, up to and including termination of employment.

For the purposes of Discovery Center policy, "unlawful harassment" is defined as verbal or physical conduct that on the basis of a protected characteristic has the purpose or effect, from the point of view of a reasonable person possessing that characteristic, either of interfering with an individual's employment performance or of creating an intimidating, hostile or offensive employment environment.

Unlawful harassment may include, but is not limited to, the following actions if, as isolated acts or as part of a pattern, they have the prohibited purpose or effect on employment performance or environment:

- jokes,
- derogatory expressions, or comments,
- the display of graphics, cartoons, or objects,
- sending or forwarding electronic mail messages,
- other conduct offensive to a reasonable person possessing a particular protected characteristic.

Sexual harassment is a particular type of unlawful harassment. In addition to conduct described in the preceding paragraph that is of a sexual nature, sexual harassment includes conduct that a reasonable person would judge to be:

- unwelcome sexual advances,
- requests for sexual favors,
- other verbal or physical conduct of a sexual nature when submission to or rejection of such conduct explicitly or implicitly affects employment decisions concerning an individual,
- or when the conduct has the purpose or effect of substantially interfering with an employee's performance,
- or creating an intimidating, hostile or offensive environment because of the employee's gender.

Any individual who feels s/he has been the recipient of unlawful harassment by anyone, including supervisory employees, co-workers, visitors, vendors, board members or other individuals doing business with the Discovery Center, is encouraged to come forward immediately and report her/his concern to her/his supervisor or any management level employee with whom the employee is comfortable. The Discover Center will take all complaints seriously; investigate the facts promptly and thoroughly; and take appropriate corrective action. Any employee making a good faith complaint of unlawful harassment, sexual harassment or discrimination-related harassment will be protected from any retaliation as a result of the complaint.

An employee who believes that s/he is being or has been subjected to any form of retaliation for having brought forward a good faith complaint, or having participated in an investigation of such a complaint, should immediately notify the employee's supervisor, the executive director, or any member of the board of directors.

Although employees are encouraged to bring any complaints of harassment to management, employees may also refer complaints of harassment to:

New Hampshire Commission on Human Rights
2 Chennel Drive, Concord, NH 03301

The United States Equal Employment Opportunity Commission ("EEOC")
JFK Federal Building, Room 475, Boston, Massachusetts 02203 / 1-617-565-3200

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Appendix 4: Document Retention and Destruction Policy

Federal and state laws require the retention of certain documents for specified minimum periods of time. At the same time, privacy requirements mean that certain data pertaining to staff and visitors must be secured or destroyed after a designated period of time. Not-for-profit organizations should have a written, mandatory document retention and periodic destruction policy. Policies such as this will eliminate accidental or innocent destruction. In addition, it is important for administrative personnel to know the length of time records should be retained to be in compliance with the policy.

Document Destruction

The Document Retention and Destruction Policy identifies the record retention responsibilities of staff, volunteers, members of the board of directors, and outsiders for maintaining and documenting the storage and destruction of the organization's documents and records.

The organization's staff, volunteers, members of the board of directors, committee members and outsiders (independent contractors via agreements with them) are required to honor the following rules:

- a) Paper or electronic documents indicated under the terms for retention in the following section will be transferred and maintained by the Discovery Center's finance director, executive director, or the the Discovery Center board of directors.
- b) All other paper documents will be destroyed after three years.
- c) All other electronic documents will be deleted from all individual computers, data bases, networks, and back-up storage after one year.
- d) No paper or electronic documents will be destroyed or deleted if pertinent to any ongoing or anticipated government investigation or proceeding or private litigation (check with legal counsel or the human resources department for any current or foreseen litigation if employees have not been notified), or ongoing grant-funded project.
- e) No paper or electronic documents will be destroyed or deleted as required to comply with government auditing standards (Single Audit Act).

Document Retention

The following table indicates the Discovery Center's minimum document retention policy. These may change based on changes in federal or state requirements. In addition, federal awards and other government grants may provide for a longer period than is required by other statutory requirements.

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Type of Document	Minimum Requirement
Accounts payable ledgers and schedules	7 years
Audit reports	Permanently
Bank reconciliations	2 years
Bank statements	3 years
Checks (for important payments and purchases)	Permanently
Contracts, mortgages, notes, and leases (expired)	7 years
Contracts (still in effect)	Contract period
Correspondence (general)	2 years
Correspondence (legal and important matters)	Permanently
Correspondence (with customers and vendors)	2 years
Deeds, mortgages, and bills of sale	Permanently
Depreciation schedules	Permanently
Duplicate deposit slips	2 years
Employment applications	3 years
Expense analyses/expense distribution schedules	7 years
Year-end financial statements	Permanently
Insurance records, current accident reports, claims, policies, and so on (active and expired)	Permanently
Internal audit reports	3 years
Inventory records for products, materials, and supplies	3 years
Invoices (to customers, from vendors)	7 years
Minute books, bylaws, and charter	Permanently
Patents and related papers	Permanently
Payroll records and summaries	7 years
Personnel files (terminated employees)	7 years
Retirement and pension records	Permanently
Tax returns and worksheets	Permanently
Timesheets	7 years
Trademark registrations and copyrights	Permanently
Withholding tax statements	7 years



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 black ink, appearing to read "L. Weber".

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

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



Paul 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

July 24, 2013

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, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 9:16-a, authorize the NH Department of Education to transfer \$1,525,000.00 between classes in order to maximize the use of available funds. This action is to be effective upon Fiscal Committee and Governor and Council approval through June 30, 2014, with a budget as follows. Source of funds is 100% Federal Grants.

01-056-32610000 Compensatory Education/Title I, Part A

Class	Description	FY 14 Current Appropriation with FY 13 Bal. Fwd.	Requested Change	FY 2014 New Appropriation
10	Personal Services - Perm	626,088.82	0	626,088.82
20	Current Expenses	42,931.10	0	42,931.10
21	Food Institutions	5,372.83	0	5,372.83
24	Maint Other than Build-Grn	4,118.60	0	4,118.60
26	Organizational Dues	1,220.90	0	1,220.90
27	Transfers to OIT	76,223.75	0	76,223.75
28	Transfers to General Services	19,193.42	0	19,193.42
29	Intra-Agency Transfers	69,668.64	0	69,668.64
30	Equipment	10,910.92	0	10,910.92
39	Telecommunications	4,100.00	0	4,100.00
40	Indirect Costs	129,023.12	0	129,023.12
41	Audit Fund Set Aside	103,136.92	0	103,136.92
42	Additional Fringe Benefits	89,126.99	0	89,126.99
46	Consultants	11,406.20	0	11,406.20
49	Transfer to Other State Age.	1,134,398.34	0	1,134,398.34
50	Personal Services - Temp	12,571.76	25,000.00	37,571.76
57	Books Periodicals Subscript	5,000.00	0	5,000.00
60	Benefits	323,820.12	0	323,820.12
66	Employee Training	3,500.00	0	3,500.00
67	Training of Providers	9,875.00	0	9,875.00
70	In-State Travel	15,776.57	0	15,776.57
72	Grants Federal	53,614,102.70	(1,525,000.00)	52,089,102.70
80	Out-of-State Travel	25,221.93	0	25,221.93
102	Contracts for Program Services	5,674.00	1,500,000.00	1,505,674.00

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

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council
July 24, 2013
Page Two

Grand Total	56,342,462.63	0.00	56,342,462.63
<u>Source of Funds</u>			
000	56,342,462.63	0.00	56,342,462.63

EXPLANATION

Principle #2 of the New Hampshire ESEA Waiver specifies the delivery of technical assistance to the identified priority and focus schools. The technical assistance will be delivered through the New Hampshire Statewide Networked System of Support and by contracted educational coaches/specialists. In order to meet this expectation, the New Hampshire Department of Education intends to contract with these individuals under Class 102. To meet this expectation, the appropriation for Class 102 needs to be increased.

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

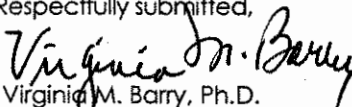
1. Class 050 – Personal Services - Temp - \$37,571.76. Funding is needed to cover the cost of part-time temporary positions for the balance of this fiscal year.
2. Class 072 – Grants Federal - \$52,089,102.70. Balance of funds is in excess of anticipated expenditures for this fiscal year.
3. Class 102 – Contracts for Program Service - \$1,505,674.00. Additional funds are needed due to anticipated increase in expenditures for this fiscal year.
- 4.

FISCAL SITUATION

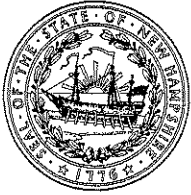
FY 2012 Appropriation	\$69,649,828.23
Less FY 2012 Expenditures	(\$37,854,356.16)
FY12 Carry Forward	\$31,795,472.07
Plus FY 2013 Appropriation	\$41,372,849.00
FY 2013 Appropriation	\$73,168,321.07
Less Transfer to Control	(\$13,417,286.70)
Less FY 2013 Expenditures	(\$44,703,444.74)
FY13 Carry Forward	\$15,047,589.63
Plus FY 2014 Appropriation	\$41,294,873.00
FY 2014 New Appropriation	\$56,342,462.63

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



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF COMMUNITY BASED CARE SERVICES

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9410 1-800-852-3345 Ext. 9410

Fax: 603-271-4912 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

Nicholas A. Toumpas
Commissioner

Nancy L. Rollins
Associate
Commissioner

August 19, 2013

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 9:16-c, I, Transfer of Federal Grant Funds, authorize the Department of Health and Human Services, Division of Community Based Care Services to transfer funds in the amount of \$124,000.00 between class codes effective upon date of Fiscal Committee and Governor and Executive Council approval, through June 30, 2014, and further authorize the allocation of these funds in the accounts below.

05-95-49-490510-2985 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF,
HHS:DIV OF COM BASED CARE SVC, COMMUNITY BASED CARE SERVICES, BALANCE
INCENTIVE PROGRAM BIP

Table with 5 columns: Class/Object, Class Title, Current Adjusted Authorized, Increase/(Decrease) Amount, Revised Adjusted Authorized. Rows include SFY 2014, 000-401933 Federal Funds, Total Revenue, and various expense categories like Current Expenses, Food - Institutions, Equipment, etc.

068-500561	Remuneration	\$9,312.00	\$0.00	\$9,312.00
069-500567	Promotional Marketing Exp.	\$169,302.00	\$0.00	\$169,302.00
070-500704	In State Travel Reimbursement	\$3,386.00	\$0.00	\$3,386.00
080-500714	Out of State Travel	\$12,323.00	\$0.00	\$12,323.00
102-500731	Contracts for Program Svcs	\$6,593,955.00	(\$124,000.00)	\$6,469,955.00
502-500891	Payments to Providers	<u>\$554,833.00</u>	<u>\$0.00</u>	<u>\$554,833.00</u>
Total Expense		<u>\$8,008,008.00</u>	<u>\$0.00</u>	<u>\$8,008,008.00</u>

EXPLANATION

The Department of Health and Human Services, Division of Community Based Care Services, seeks approval to transfer funds between class codes in accounting unit 29850000 – Balance Incentive Program (BIP). This accounting unit is the operating account for the Balancing Incentive Program Grant received from the Centers for Medicare and Medicaid Services (CMS). The Balancing Incentive Program funds are being used to enhance community-based long-term services and supports for Medicaid recipients across New Hampshire. The goal is to rebalance long-term care services and supports by allowing those needing long-term care through Medicaid to remain in their homes and communities to the greatest extent possible, while keeping institutional services available when they are necessary. The result will be that individuals in need of long-term services and supports will receive the right services, at the right time, in the right place.

The transfer of funds is necessary to operationalize certain infrastructure changes that will improve access and improve processes for eligibility determination. The changes will make it easier for individuals to learn about and be linked to community long term services and supports through a streamlined eligibility and enrollment process, as well as providing individual assistance, helpful materials, central website, and 1-800 number. These “No Wrong Door” infrastructure changes are a requirement of the BIP grant, alongwith the creation of tools to facilitate person-centered assessment and care planning, conflict free case management services, and improved oversight and quality measures. While the class line codes in the BIP budget for FY 14/15 allow for the funding of a wide range of community-focused improvements, additional class codes are needed to allow direct funding of DHHS efforts that will underpin these community efforts.

The funds transfer requested here will enable the Division of Client Services to implement a number of positive changes in the business model for their long-term care specialists. Rather than limiting these staff to working from a central location in Concord, DCS is preparing to transform their approach by converting many of these staff into mobile workers, with the flexibility to spend time on-site in various locations around the State. This flexibility will make them more readily available in communities across the State, to clients and to agency staff members. This availability will allow improved coordination and teamwork between DHHS and community organizations, resulting in better response times and streamlined application and eligibility determination processes. This mobile capacity will also allow staff to work on cases from other areas of the State as necessary.

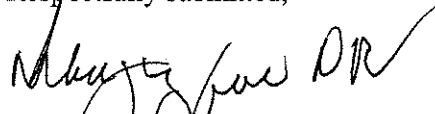
If federal funds become no longer available, general funds will not be requested to support the program expenditures.

Area served: statewide.

The Honorable Mary Jane Wallner, Chairman and
Her Excellency, Governor Margaret Wood Hassan
August 19, 2013
Page 3

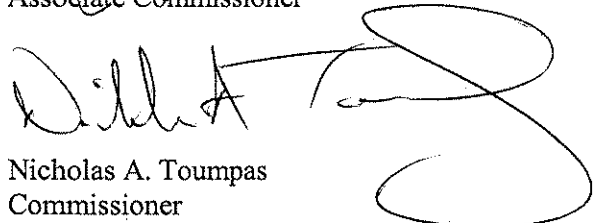
Source of Funds being transferred: 100% Federal Funds.

Respectfully submitted,



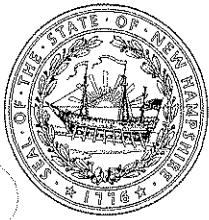
Nancy L. Rollins
Associate Commissioner

Approved by:



Nicholas A. Toumpas
Commissioner

	A	B	C	D	E
1	Department of Health and Human Services				
2	Division of Community Based Care Services				
3	SFY 2014 Account History				
4			Current Adjusted Authorized	Requested Changes	Revised Adjusted Authorized
5	Balance Incentive Program				
6	05-95-49-490510-29850000-401933	Federal Funds	\$8,008,008.00	\$0.00	\$8,008,008.00
7		General Fund	\$0.00	\$0.00	\$0.00
8	Total Revenue		\$8,008,008.00	\$0.00	\$8,008,008.00
9					
10	05-95-49-490510-29850000-500200	Current Expenses	\$79,651.00	\$0.00	\$79,651.00
11	05-95-49-490510-29850000-502668	Food Institutions	\$12,698.00	\$0.00	\$12,698.00
12	05-95-49-490510-29850000-500311	Equipment	\$0.00	\$2,000.00	\$2,000.00
13	05-95-49-490510-29850000-500173	Technology - Hardware	\$0.00	\$100,000.00	\$100,000.00
14	05-95-49-490510-29850000-500176	Technology - Software	\$0.00	\$2,000.00	\$2,000.00
15	05-95-49-490510-29850000-500188	Telecommunications	\$5,000.00	\$20,000.00	\$25,000.00
16	05-95-49-490510-29850000-500801	Audit Fund Set Aside	\$8,008.00	\$0.00	\$8,008.00
17	05-95-49-490510-29850000-500557	Training of Providers	\$559,540.00	\$0.00	\$559,540.00
18	05-95-49-490510-29850000-500561	Remuneration	\$9,312.00	\$0.00	\$9,312.00
19	05-95-49-490510-29850000-500567	Promotional Marketing Expenses	\$169,302.00	\$0.00	\$169,302.00
20	05-95-49-490510-29850000-500704	In State Travel Reimbursement	\$3,386.00	\$0.00	\$3,386.00
21	05-95-49-490510-29850000-500714	Out-of State Travel	\$12,323.00	\$0.00	\$12,323.00
22	05-95-49-490510-29850000-500731	Contracts for Program Services	\$6,593,955.00	(\$124,000.00)	\$6,469,955.00
23	05-95-49-490510-29850000-500891	Payments to Providers	\$554,833.00	\$0.00	\$554,833.00
24	Total Expenses		\$8,008,008.00	\$0.00	\$8,008,008.00
25					
26			\$0.00	\$0.00	\$0.00



FIS 13 170

STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
OFFICE of the COMMISSIONER

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

603-271-2411
FAX: 603-271-2629

June 20, 2013

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
and
Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

- Pursuant to RSA 14:30-a, VI, authorize the Department of Resources and Economic Development to **RETROACTIVELY** budget and expend the balance of a State Small Business Credit Initiative (SSBCI) grant award from the US Department of Treasury in the amount of \$3,009,272 for the purpose of providing credit assistance to small businesses upon Fiscal Committee and Governor and Executive Council approval from July 1, 2013 through June 30, 2015. The original request to accept and expend funds for Fiscal Years 2012 and 2013 was approved by the Fiscal Committee on June 17, 2011 - FIS #11-190 and the Governor and Executive Council on June 22, 2011 - Item #82A. 100% Federal Funds

Funds to be budgeted in account titled, State Small Business Credit Initiative, as follows with authority to adjust encumbrances and appropriations between each of the State fiscal years through the Budget Office if needed and justified:

03-35-35-350010-86840000 State Small Business Credit Initiative

		2014 Requested Budget	2015 Requested Budget
000-406816	Federal Funds	(\$2,809,272)	(\$200,000)
041-500801	Audit Fund Set Aside	\$2,806	\$200
571-500929	Pass Thru Grants	\$2,806,466	\$199,800
TOTAL:		\$2,809,272	\$200,000

- Further authorize the Department to enter into a **RETROACTIVE** and **SOLE SOURCE** extension to the agreement with the New Hampshire Business Finance Authority (NHBFA) (VC #170393), Concord, NH for administration, oversight, reporting, and support services in compliance with the SSBCI grant award upon Governor and Executive Council approval from July 1, 2013 through June 30, 2015. There is no additional funding involved in this time extension. The original agreement was approved by Governor and Executive Council on July 13, 2011 - Item #38.

EXPLANATION

In June 2011, the US Department of Treasury awarded the Department of Resources and Economic Development (DRED) a SSBCI grant in the amount of \$13,168,350. This SSBCI grant, which is a component of the Small Business Jobs Act of 2010, provides State's with funds to help local entrepreneurs expand their businesses and to put more Americans back to work.

TDD ACCESS: RELAY NH 1-800-735-2964 recycled paper

OFFICE OF THE COMMISSIONER 603-271-2411

In November 2010, Governor Lynch designated the NHBFA to apply for these funds on behalf of the State of New Hampshire. However, after submission of a grant application in March 2011, the NHBFA received notification that they were ineligible to apply for the funds due to being a quasi-state entity and not having the legal capacity to bind the State. Therefore, DRED stepped in and agreed to serve as the pass-through entity in order to resolve this issue.

Once approval was received from the Fiscal Committee and the Governor and Executive Council to accept the grant, DRED then entered into a 2-year agreement with the NHBFA to provide administration, oversight, reporting, and support services in compliance with the SSBCI grant. Over the last 2 years, the NHBFA has effectively and successfully carried out the scope of work under this agreement. However, not all of the programs have been completed nor has all of the funding been expended to-date.

At this time DRED is respectfully requesting **RETROACTIVE** approval to budget and expend the remaining funds, as well as, **RETROACTIVE** and **SOLE SOURCE** approval to extend the NHBFA agreement from July 1, 2013 through June 30, 2015 in order to continue the programs remaining under the grant. This request is retroactive as the first scheduled Fiscal Committee for the new biennium occurs after the original requested end date for this grant. Additionally, DRED did not feel it appropriate to request an extension for the NHBFA's oversight of the grant without having proper approval for the funding in place.

The following programs will continue to be supported by this funding:

- Existing Capital Access Program;
- Loan Guarantee Reserves;
- Collateral Shortfall Program;
- Venture Capital Fund; and
- Providing Aid to Local Development Organizations.

The NHBFA will continue to target funding towards manufacturing companies and estimates that approximately 769 small businesses will be served by these programs, with nearly 4,800 jobs being retained and/or created. They also estimate that the program will result in \$156.7 million in private investment overall.

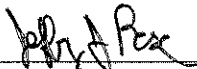
The following appropriations are requested for Fiscal Years 2014 and 2015:

Class 041 – Audit Fund Set Aside \$3,006, amount needed for audit set-aside (.001); and

Class 571 – Pass Thru Grants \$3,006,266, amount needed for pass-through to NHBFA for program management and compliance.

Indirect costs are not allowed on pass-through funds per OMB circular A-87. In the event that Federal Funds are no longer available, General Funds will not be requested to continue the support of these programs.

Respectfully submitted,



Jeffrey J. Rose
Commissioner

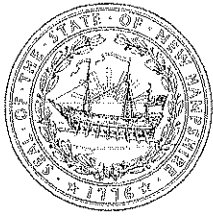
JJR:lml
Attachments

State of New Hampshire
Department of Resources and Economic Development

FISCAL SITUATION

03-35-35-350010-86840000 State Small Business Credit Initiative

Total Grant Award Fiscal Years 2012/2013	\$13,168,350
Less Expenditures for Fiscal Years 2012/2013	(10,159,078)
<i>Total Appropriation Request for Fiscal Years 2014/2015</i>	<u>\$ 3,009,272</u>



b+c Ken 82A 6/13/11

STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
OFFICE of the COMMISSIONER

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

GEORGE M. BALD
Commissioner

603-271-2411
FAX: 603-271-2629
george.bald@dred.state.nh.us

June 14, 2011

Representative Ken Weyler, Chairman
Fiscal Committee of the General Court
and
His Excellency, Governor John H. Lynch
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorization is respectfully requested for the Department of Resources and Economic Development to accept and expend State Small Business Credit Initiative (SSBCI) funds from the US Department of Treasury in the amount of \$13,168,350 for the purpose of providing credit assistance to small businesses. The official Notice of Award for this SSBCI grant is contingent upon Fiscal Committee and Governor and Executive Council approval through June 30, 2013. 100% Federal Funds

Funds to be budgeted in account titled, State Small Business Credit Initiative, as follows with authority to adjust encumbrances and appropriations between each of the State fiscal years through the Budget Office if needed and justified:

03-35-35-350010-86840000 State Small Business Credit Initiative

		2012 Requested Budget	2013 Requested Budget
000-406816	Federal Funds	(\$8,691,111)	(\$4,477,239)
041-500801	Audit Fund Set Aside	\$8,691	\$4,477
571-500929	Pass Thru Grants	\$8,682,420	\$4,472,762
TOTAL		\$8,691,111	\$4,477,239

EXPLANATION

The US Department of Treasury is set to award the Department of Resources and Economic Development (DRED) a SSBCI grant contingent upon Fiscal Committee and Governor and Executive Council approval. The SSBCI grant, which is a component of the Small Business Jobs Act of 2010, is to provide State's with funds to help local entrepreneurs expand their businesses and to put more Americans back to work.

In November 2010, the Governor designated the NH Business Finance Authority (NHBFA) to apply for these funds on behalf of the State. After submission of a grant application in March 2011, the NHBFA received notification in May that they were ineligible to apply for the funds due to being a quasi-state entity and not having the legal capacity to bind the State. Therefore, DRED stepped in and agreed to serve as the pass-through entity in order to resolve this issue.

Upon approval of this item, DRED will seek approval by the Governor and Executive Council to enter into an agreement with NHBFA to provide administration, oversight, reporting, and support services in compliance with the SSBCI grant through June 30, 2013.

The following appropriations are requested for Fiscal Years 2012 and 2013:

Class 041 – Audit Fund Set Aside \$13,168, amount needed for audit set-aside (.001); and
Class 571 – Pass Thru Grants \$13,155,182, amount needed for pass-through to private entity for program management and compliance.

Indirect costs are not allowed on pass-through funds per OMB circular A-87.

The following programs will be supported by this funding:

- Existing Capital Access Program (approx. \$1,400,000);
- Loan Guarantee Reserves (approx. \$3,000,000);
- Collateral Shortfall Program (approx. \$2,500,000);
- Venture Capital Fund (approx. \$2,000,000); and
- Providing Aid to Local Development Organizations (approx. \$3,787,000).

The NHBFA will target funding towards manufacturing companies and estimates that approximately 769 small businesses will be served by these programs, with nearly 4,800 jobs being retained and/or created. They also estimate that the program will result in \$156.7 million in private investment.

In the event that Federal Funds are no longer available, General Funds will not be requested to continue the support of these programs.

Respectfully submitted,



George M. Bald
Commissioner

GMB:lml
attachments

U.S. DEPARTMENT OF THE TREASURY

Press Center

Treasury Announces State-by-State Funding Allocations to Support \$15 Billion in Small Business Lending, Create New Jobs

10/8/2010 TG-896

State Small Business Credit Initiative Critical Component of
Small Business Jobs Act President Obama Signed into Law This Week;

All 50 States, DC, and the U.S. Territories Now Eligible for Funds to
Help Local Entrepreneurs Expand Their Businesses and Put More Americans Back to Work;

WASHINGTON – Today, the U.S. Department of the Treasury announced individual State Small Business Credit Initiative (SSBCI) funding allocations for all 50 states, the District of Columbia, and the U.S. territories, which will support \$15 billion in new small business lending through innovative local programs that help entrepreneurs expand their businesses and create new jobs. These SSBCI funds are a critical component of the Small Business Jobs Act President Obama signed into law last week to help unlock credit and provide targeted tax cuts for small businesses. (A full listing of the state-by-state allocations announced today is included below.)

"Innovative local initiatives that support small business lending are under extraordinary pressure because of state budget difficulties," said Treasury Secretary Tim Geithner. "These funds will provide vital support to successful state-level programs that help local entrepreneurs obtain the credit they need to put more Americans back to work. President Obama fought hard for the Small Business Jobs Act because it will help ensure that small businesses continue to strengthen our nation's recovery and serve as critical engines for job creation."

Under the SSBCI, states are offered the opportunity to apply for federal funds for programs that partner with private lenders to extend greater credit to small businesses. States are required to demonstrate a minimum "bang for the buck" of \$10 in new private lending for every \$1 in federal funding. Accordingly, the \$1.5 billion funding commitment that the federal government will make for this program is expected to support \$15 billion in additional private lending.

The SSBCI allows states to build upon existing, successful state-level small business lending programs, including examples such as collateral support programs, Capital Access Programs (CAPs), and loan guarantee programs.

The SSBCI allows states to build upon existing, successful state-level small business lending programs, including examples such as collateral support programs, Capital Access Programs (CAPs), and loan guarantee programs.

o Collateral Support Programs for Small Manufacturers: Collateral support programs help viable businesses that are struggling to get credit because the value of the collateral they hold has fallen, often due to the decline in commercial real estate values. These programs – which set aside funds to augment collateral the borrower already holds – provide banks greater confidence in extending credit to these borrowers, particularly in some of the communities hardest hit by the economic downturn.

o Capital Access Programs (CAPs): CAPs, which are already up and running in over 20 states, are loan portfolio insurance programs in which states provide a matching contribution to bank loan loss reserves when lenders extend credit to qualified small businesses. These reserve enhancements allow lenders to expand credit to new borrowers at a time when many of these lenders might otherwise pull back.

o Loan Guarantee Programs: Under loan guarantee programs, states provide partial guarantees on certain small business loans to give lenders greater confidence to extend credit.

If a state does not have an existing small business lending program, officials can establish one in order to access this funding. States must provide plans for utilizing their funding allocations to Treasury for review and approval.

The amount of SBCI funds a state is eligible to apply for is determined based upon formulas in the Small Business Jobs Act that take into account each state's respective unemployment rate and decline in employment relative to other states.

In addition to the State Small Business Credit Initiative, the Small Business Jobs Act includes a number of important provisions to support small business job creation. The Act includes eight new small business tax cuts that went into effect immediately upon becoming law last week; creates a \$30 billion Small Business Lending Fund to help small and community banks provide new loans to small businesses; extends and expands existing Small Business Administration loan programs; and delivers other important benefits for small businesses. For more information on the Small Business Jobs Act, please visit, link.

A full listing of State Small Business Credit Initiative allocations by state, as well as the amount of expected new lending that those allocations are expected to produce, are included below:

REPORTS

- Full listing

State	State Small Business Credit Initiative Allocation	Expected New Lending (10:1 Match)
Alabama	\$31,301,498	\$313,014,980
Alaska	\$13,168,350	\$131,683,500
Arizona	\$18,204,217	\$182,042,170
Arkansas	\$13,168,350	\$131,683,500
American Samoa	\$13,168,350	\$131,683,500
California	\$168,623,821	\$1,686,238,210
Colorado	\$17,233,489	\$172,334,890
Connecticut	\$13,301,126	\$133,011,260
Delaware	\$13,168,350	\$131,683,500
District of Columbia	\$13,168,350	\$131,683,500
Florida	\$97,662,349	\$976,623,490
Georgia	\$47,808,507	\$478,085,070
Guam	\$13,168,350	\$131,683,500
Hawaii	\$13,168,350	\$131,683,500
Idaho	\$13,168,350	\$131,683,500
Illinois	\$78,365,264	\$783,652,640
Indiana	\$34,339,074	\$343,390,740
Iowa	\$13,168,350	\$131,683,500
Kansas	\$13,168,350	\$131,683,500
Kentucky	\$15,487,998	\$154,879,980
Louisiana	\$13,168,350	\$131,683,500
Maine	\$13,168,350	\$131,683,500
Maryland	\$23,025,709	\$230,257,090
Massachusetts	\$22,032,072	\$220,320,720
Michigan	\$79,157,742	\$791,577,420
Minnesota	\$15,463,182	\$154,631,820
Mississippi	\$13,168,350	\$131,683,500
Missouri	\$26,930,294	\$269,302,940
Northern Marianas	\$13,168,350	\$131,683,500
Montana	\$13,168,350	\$131,683,500
Nebraska	\$13,168,350	\$131,683,500
Nevada	\$13,803,176	\$138,031,760
New Hampshire	\$13,168,350	\$131,683,500
New Jersey	\$33,760,698	\$337,606,980
New Mexico	\$13,168,350	\$131,683,500

Leanne Lavoie

From: Jack Donovan [jackd@nhbfa.com]
Sent: Thursday, June 09, 2011 3:57 PM
To: Leanne Lavoie
Subject: FW: SSBCI requirement

Please see below.

Jack Donovan
Executive Director
NH Business Finance
2 Pillsbury Street, Suite 201
Concord, NH 03301
603-415-0191

From: Erik.Rosenfeld@treasury.gov [mailto:Erik.Rosenfeld@treasury.gov]
Sent: Thursday, June 09, 2011 12:02 PM
To: jackd@nhbfa.com
Cc: Mark.Stevens1@treasury.gov
Subject: SSBCI requirement

Jack,

It is a prerequisite to closing a State Small Business Credit Initiative (SSBCI) transaction that the implementing entity (section 1B of the Application) have both the legal capacity to bind the state and the legal authority to accept the transfer of SSBCI funds. At the time the Allocation Agreement is executed it is expected that Treasury will transfer to the participating state the first 1/3 of its allocated amount of funds, and as such, it is expected that the implementing entity will have the capacity to accept such funds at that time.

Regards,
Erik Rosenfeld

Erik M. Rosenfeld
Attorney Advisor
Office of Financial Stability
Department of the Treasury
202.622.4328
erik.rosenfeld@treasury.gov

6/10/2011



State Small Business Credit Initiative

SIGNATURE PAGE

The signature in this document refers to information submitted in the State Small Business Credit Initiative application. This signed statement will be considered an official record and must be submitted with the application and attachments.

The authorized state official must complete this application signature page, print and affix signature at the bottom of the page. The completed and signed application signature page must be emailed as part of the application form and attachments to SSBCapplications@do.treas.gov.

APPLICANT INFORMATION			
<i>Enter the name of the State.</i>			
State:	<input type="text" value="New Hampshire"/>		
<i>Enter information below about the specific department, agency, authority, political subdivision of the State, or other organization that has been designated to implement the program(s) described in this application.</i>			
Organization Name:	<input type="text" value="New Hampshire Department of Resources and Economic Development"/>		
<i>Check one of the following boxes as appropriate for the organization:</i>			
<input checked="" type="checkbox"/>	State Agency, Department, or Authority		
<input type="checkbox"/>	Municipality		
<input type="checkbox"/>	Other Political Subdivision		
Organizational DUNS:	<input type="text" value="78-750-4158"/>		
Employer/Taxpayer Identification Number (EIN/TIN):	<input type="text" value="02-6000618"/>		
SIGNATURE OF AUTHORIZED OFFICIAL			
<i>Under penalties of perjury, I declare that I have examined the attached State Small Business Credit Initiative application and to the best of my knowledge and belief, the information in the application is true, correct, and complete. I certify that I am an authorized official for the applicant and authorized to submit this application.</i>			
Name:	<input type="text" value="George Bald"/>	Title:	<input type="text" value="Commissioner"/>
Email:	<input type="text" value="george.bald@drof.state.nh.us"/>	Phone:	<input type="text" value="(603) 271-2411"/>
Signature: <i>(Sign in ink)</i>		Date Signed:	<input type="text" value="6/13/2011"/>

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

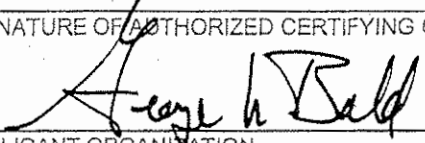
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§472B-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470); EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

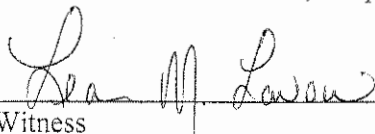
SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Commissioner
APPLICANT ORGANIZATION New Hampshire Department of Resources and Economic Development	DATE SUBMITTED JUN 13, 2011

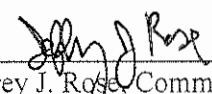
Amendment of Agreement

The Department of Resources and Economic Development (DRED) and the NH Business Finance Authority hereby mutually agree to amend the agreement to provide administration, oversight, reporting, and support services in compliance with a State Small Business Credit Initiative (SSBCI) grant awarded to DRED by the US Department of Treasury, originally approved by the Governor and Executive Council on July 13, 2011, Item #38, as follows:

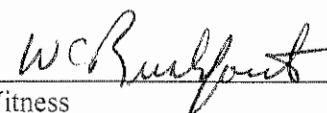
1. Amend agreement completion date to June 30, 2015 from the original completion date of June 30, 2013;
2. All other terms and conditions of the original agreement shall remain the same in full force and effect as originally set forth; and
3. This amendment is subject to approval by the Governor and Executive Council.

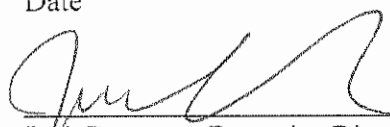
IN WITNESS WHEREOF, the parties hereto have set their hands as of the day and year written.


Witness


Jeffrey J. Rose, Commissioner
Department of Resources and Economic
Development

Date

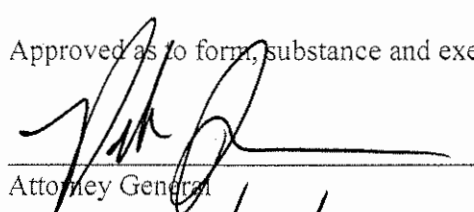

Witness


Jack Donovan, Executive Director
NH Business Finance Authority

Date

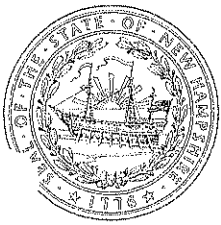
6/12/13

Approved as to form, substance and execution:


Attorney General

Date

6/26/13



STATE OF NEW HAMPSHIRE
 DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
OFFICE of the COMMISSIONER
 172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

GEORGE M. BALD
 Commissioner

603-271-2411
 FAX: 603-271-2629
 george.bald@dred.state.nh.us

June 24, 2011

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

REQUESTED ACTION

Authorize the Department of Resources and Economic Development (DRED) to enter into a **SOLE SOURCE** agreement with the New Hampshire Business Finance Authority (BFA) (VC# 170393), Concord, NH in the amount of \$13,155,182 to provide administration, oversight, reporting, and support services in compliance with a State Small Business Credit Initiative (SSBCI) grant awarded to DRED from the US Department of Treasury upon Governor and Executive Council approval through June 30, 2013. 100% Federal Funds

Funding is available in account titled, State Small Business Credit Initiative, as follows:

		<u>FY12</u>	<u>FY13</u>
03-35-35-350010-86840000-571-500929	Pass Thru Grants	\$8,682,420	\$4,472,762

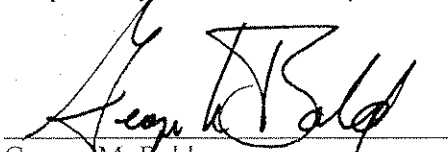
EXPLANATION

DRED was recently awarded a \$13 million SSBCI grant from the US Department of Treasury. The SSBCI grant, which is a component of the Small Business Jobs Act of 2010, is to provide New Hampshire with funds to help local entrepreneurs expand their businesses and to put more Americans back to work.

Originally, the Governor designated the BFA to apply for these funds on behalf of the State. After submission of a grant application in March 2011, the BFA received notification in May that they were ineligible to apply for the funds due to being a quasi-state entity and not having the legal capacity to bind the State. Therefore, DRED stepped in and agreed to act as grantee for the State with the intent of forming a partnership with the BFA to provide the administration, oversight, reporting, and support services for the SSBCI grant program. In order to memorialize that partnership, DRED respectfully requests award of this agreement on a sole source basis.

The Attorney General's office has approved this agreement as to form, substance and execution.

Respectfully submitted, *GMB*



 George M. Bald
 Commissioner

GMB:lmf
 attachment

AGREEMENT FOR ADMINISTRATION OF
STATE SMALL BUSINESS CREDIT INITIATIVE (SSBCI) GRANT

PART I

THIS AGREEMENT, entered into this 13th day of June 2011, by and between the NH Business Finance Authority, hereinafter called "BFA," acting herein by Jack Donovan, Executive Director, and the State of New Hampshire Department of Resources and Economic Development hereinafter called "the State," acting herein by George M. Bald, Commissioner, for the purpose of providing administration, oversight, reporting, and support services in compliance with the SSBCI grant program for the State of New Hampshire.

WITNESSETH THAT:

WHEREAS, the State desires to implement the State Small Business Credit Initiative (SSBCI) grant program, a component of the "*Small Business Jobs Act of 2010*" being funded by the US Department of Treasury.

WHEREAS, the SSBCI grant program consists of helping local entrepreneurs expand their businesses and to put more Americans back to work.

WHEREAS, administration of the SSBCI grant program will consist of overall grant administration, fiscal administration, and program administration to fulfil the requirements of the SSBCI grant;

NOW THEREFORE, the parties do mutually agree as follows:

1. Scope of Services – The BFA shall be responsible for overall SSBCI grant program administration, oversight, reporting, and support services in compliance with the SSBCI grant, as per "*Part II.*" This work may be subcontracted in whole or in part according to BFA's staffing resources as per "*Part III.*"
2. Time of Performance - The services of BFA shall commence upon Governor and Executive Council approval. All of the services required and performed hereunder shall be completed no later than June 30, 2013 per the SSBCI grant program term.
3. Access to Information - It is agreed that all information, data, reports, records and/or other information necessary for carrying out the work outlined above shall be furnished to the State by the BFA and its agents. No charge shall be made to the State for such information and the State will cooperate with the BFA in every way possible to facilitate the performance of the work described in this Agreement.
4. Miscellaneous Provisions
 - This Agreement shall be construed under and in accordance with the laws of the State of New Hampshire, and all obligations of the parties created hereunder are performable in the State of New Hampshire.
 - This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective executors, administrators, legal representatives, successors and assigns where permitted by this Agreement.
 - In any case one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof, and this Agreement shall not be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
 - This Agreement may be amended by mutual agreement of the parties hereto in writing to be attached to and incorporated into this Agreement.

5. Terms and Conditions - This Agreement is subject to the provisions titled, "*Part III*" as attached hereto and incorporated by reference herein.
6. Limit of Liability - The BFA agrees to execute the work diligently according to the terms of this Agreement. The BFA and its employees shall not be liable for opinions rendered or for errors resulting from the quality of data supplied to it upon which any opinion or advice was based. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this Agreement.
7. Scope of Agreement - This Agreement is made up of and contains all of the terms in Part I through Part IV.

PART II

The BFA shall provide the following:

1. Grant Administration

- The BFA shall develop a record keeping system consistent with SSBCI grant program guidelines, including the establishment of a filing system.
- The BFA shall maintain the primary filing and record keeping system throughout the grant period.
- The BFA shall furnish the necessary completed forms and reporting required for implementation of the SSBCI grant program.
- The BFA shall meet all special condition requirements that may be stipulated in the agreement between the State and US Department of Treasury.
- The BFA shall prepare and submit all required project reporting required by the SSBCI grant, including but not limited to progress reporting, quarterly reporting, and other reporting included in the agreement between the grantee and the US Department of Treasury.
- The BFA shall prepare and submit drawdown reimbursement requests to the US Department of Treasury, following the procedure outlined in Grant Management Assistance section 2, below.
- The BFA shall serve as liaison for the State during the implementation and completion of the SSBCI grant program for any monitoring visit by staff representatives from the US Department of Treasury.

2. Grant Management Assistance

- All original SSBCI grant program documents shall be retained by the BFA and shall be available to the State upon request.
- The BFA shall prepare the drawdown package, sign the SF-425 form, and submit it to the US Department of Treasury.
- The BFA shall submit invoices on a regular BFA invoice form to the State on a monthly basis, based on actual program expenses. Invoices shall show current and cumulative expenses incurred to date. Based on the invoices submitted, the State will pay the BFA

within 30 days of receipt and approval of invoice. The BFA shall submit its final invoice no later than 60 days after the end of the SSBCI grant program term.

- All BFA invoices shall be submitted to:

Diana Townsend
DRED Business Office
PO Box 1856
Concord, NH 03302-1856

PART III

1. Termination of Agreement

- If, through any cause, either the BFA or the State shall fail to fulfill in a timely and proper manner its obligation under this Agreement, or if either shall violate any of the covenants, agreements, or stipulations of this Agreement, the other shall thereupon have the right to terminate this Agreement by giving written notice of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination.
- If the Agreement is terminated by the BFA or the State as provided herein, all finished or unfinished documents, information, or reports prepared under this Agreement shall become the property of the State and shall be turned over to the State immediately.

2. Changes - The State or the BFA may, from time to time, request changes in the scope of the services to be performed hereunder. Such changes which are mutually agreed upon by and between the State and BFA shall be incorporated in written amendments to this Agreement, which shall be executed by both parties.

3. Personnel

- The BFA and its subcontractors represent that they have, or will secure at their own expense, all personnel required in performing the services under this Agreement.
- All of the services required hereunder shall be performed by the BFA or the State, or under the State's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- The State agrees that the BFA may subcontract their scope of work if needed. However, none of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the State. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.

4. Assignment of Agreement - The BFA shall not assign any interest in this Agreement and shall not transfer any interest in the same without the prior written consent of the State thereto.

5. Reports and Information - The BFA, at such times and in such forms as the State may require, shall furnish the State such periodic reports as the State may request pertaining to the work or services undertaken pursuant to this Agreement, and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Agreement.

6. Findings Confidential - All of the reports, information, data, etc., prepared or assembled by the BFA under this Agreement are confidential, except as otherwise provided under applicable law, including RSA 91-A, and the BFA agrees that they shall not be made available to any individual or organization

without the prior written approval of the State.


7. Compliance with Local Laws – The BFA shall comply with applicable laws, ordinances and codes of the State of New Hampshire and its local governments.
8. Interest of the BFA - No member, officer, employee, or agent of the BFA who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this Agreement and the BFA shall take appropriate steps to assure compliance.

Signatures to Follow

PART IV

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

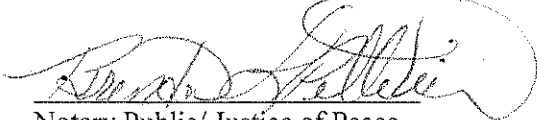
NH Business Finance Authority



Jack Donovan
Executive Director

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK

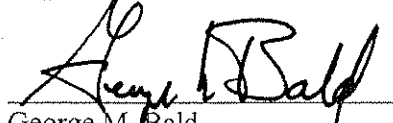
The foregoing instrument was acknowledged before me this 22nd day of June 2011, by Jack Donovan, in his capacity as Executive Director of NH Business Finance Authority.



Notary Public/ Justice of Peace

My Commission expires: **BRENDA L. PELLETIER, Notary Public**
My Commission Expires November 28, 2012

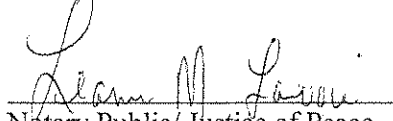
**State of New Hampshire
Department of Resources and Economic Development**



George M. Bald
Commissioner

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK

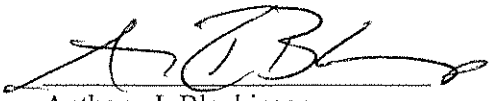
The foregoing instrument was acknowledged before me this 23rd day of June 2011, by George M. Bald, in his capacity as Commissioner of the Department of Resources and Economic Development.



Notary Public/ Justice of Peace

My Commission expires: **LEANNE M. LAVOIE, Notary Public**
My Commission Expires August 22, 2012

APPROVED AS TO FORM, SUBSTANCE AND EXECUTION:

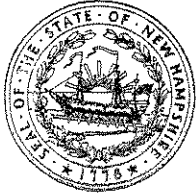


Anthony I. Blenkinsop
Sr. Assistant Attorney General

Date: 6/29/2011

APPROVED BY GOVERNOR AND EXECUTIVE COUNCIL:

Date: _____ Item No. _____



State of New Hampshire

FIS 13 177

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

JOHN J. BARTHELMES
COMMISSIONER

July 30, 2013

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 14:30-a, VI, the Department of Safety, Division of Homeland Security and Emergency Management, requests authorization to accept and expend major Disaster Assistance funds in the amount of \$9,543,746.00 from the Federal Emergency Management Agency (FEMA). Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2015. Funding source: 100% Federal Funds.

Funds will be budgeted in an account titled DR 4026-TS Irene (Major)

02-23-23-236010-08130000 Dept. of Safety Homeland Sec.-Emer. Mgmt. DR 4026-TS Irene (Major)
Revenue Source: 400338

Class	Description	Current Budget	Requested Action	Revised Budget
000	Estimated Revenue	\$0.00	(\$9,543,746.00)	(\$9,543,746.00)
018-500106	Overtime	\$0.00	\$5,000.00	\$5,000.00
020-500200	Current Expense	\$0.00	\$5,000.00	\$5,000.00
030-500301	Equipment	\$0.00	\$3,500.00	\$3,500.00
040-500800	Indirect Cost	\$0.00	\$4,075.00	\$4,075.00
041-500801	Audit Fund	\$0.00	\$10,100.00	\$10,100.00
060-500601	Benefits	\$0.00	\$989.00	\$989.00
070-500704	In State Travel	\$0.00	\$3,000.00	\$3,000.00
072-500574	Grants - Federal	\$0.00	\$9,487,082.00	\$9,487,082.00
246-500792	Grantee Administrative Costs	\$0.00	\$25,000.00	\$25,000.00
	Total	\$0.00	\$9,543,746.00	\$9,543,746.00

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

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
July 30, 2013
Page 2 of 2

Explanation

Governor Lynch submitted a request to the President on September 2, 2011 for a major disaster declaration in Carroll, Coos, Grafton and Merrimack counties due to a severe weather event from August 26, 2011 and continuing involving flooding and flash flooding. The President declared the State of New Hampshire a major disaster area on September 3, 2011 and designated Carroll, Coos, Grafton and Merrimack counties eligible to receive public assistance.


The request to accept \$9,543,746.00 represents the federal share of the public assistance and administrative cost allowances for the grantee and sub-grantees. Several New Hampshire State Agencies, including the Department of Transportation, the Department of Environmental Services, the Department of Resources and Economic Development, and the Department of Safety, along with over 100 New Hampshire municipalities are expected to apply for supplemental assistance with the Federal Emergency Management Agency.

The funding mechanism is 75% Federal / 25% State/Local share. The 25% required match for State Agency projects will be paid from existing budgeted appropriations or an additional request for these funds will be made through the State Legislature. The local share is the responsibility of the local applicant. The administrative cost allowance is 100% federally funded and is awarded as a percentage of the public assistance project awards, if requested. Indirect costs are budgeted based only on the Grantee Administration portion of the funds, as all other funds are considered pass-through funds and are not subject to indirect costs.

- Class 018 The funds will be used for overtime costs associated with evening meetings, workshops, project monitoring, and administration.
- Class 020 The funds will be used for supplies, materials, and operating expenses associated with administering disaster assistance projects.
- Class 030 The funds will be used to purchase office equipment identified as necessary with administration of the funds.
- Class 040 The funds will be used to pay state indirect costs.
- Class 041 The funds will be used to pay audit fund set aside expense.
- Class 060 The funds will be used to pay benefits costs associated with overtime and temporary personnel.
- Class 070 The funds will be used to cover travel expenses associated with community visits.
- Class 072 The funds will be used for disaster assistance grants to communities and state agencies.
- Class 246 The funds will be used for grantee administrative costs.

There are no General funds required with this request. In the event that Federal funds are no longer available, General funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,


John J. Barthelmes
Commissioner

Homeland Security and Emergency Management
DR 4026-TS Irene (Major)

Fiscal Situation: Account 02-23-23-236010-08130000

Federal Funds Awarded:

Public Assistance DR 4026 Tropical Storm Irene	\$20,000,000.00
Total Grant Funds Awarded	\$20,000,000.00

Less expenses in FY 2012	(\$8,649,113.90)
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Less expenses in FY 2013	(\$1,807,139.36)
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Total Prior Fiscal Year Actual Expenditures	(\$10,456,253.26)
----------------------------------------------------	--------------------------

Net Grant Funds Remaining	\$9,543,746.74
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This Request	<u><u>\$9,543,746.00</u></u>
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**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approval No. 0348-0043

1. TYPE OF SUBMISSION:

Application: Construction Non-Construction
 Preapplication: Construction Non-Construction

2. DATE SUBMITTED

September 2, 2011

Applicant Identifier

3. DATE RECEIVED BY STATE

September 3, 2011

State Application Identifier

4. DATE RECEIVED BY FEDERAL AGENCY

Federal Identifier

5. APPLICANT INFORMATION

Legal Name: **State of New Hampshire**

Organizational Unit: **Dept. of Safety, HSEM**

Address (give city, county, state and zip code):

**33 Hazen Drive
Concord, NH 03305**

Name and telephone number of person to be contacted on matters

involving this application (give area code)
**Michael Poirier
603-274-2231**

6. EMPLOYER IDENTIFICATION NUMBER (EIN):

0202 - 6000648

7. TYPE OF APPLICANT: (enter appropriate letter in box)

A

8. TYPE OF APPLICATION:

New Continuation Revision

If Revision, enter appropriate letter(s) in box(es)

A. Increase Award B. Decrease Award C. Increase Duration
 D. Decrease Duration Other (specify):

- A. State
- B. County
- C. Municipal
- D. Township
- E. Interstate
- F. Intermunicipal
- G. Special District
- H. Independent School Dist.
- I. State Institution of Higher Learning
- J. Private University
- K. Indian Tribe
- L. Individual
- M. Profit Organization
- N. Other (Specify)

9. NAME OF FEDERAL AGENCY:

DHS/FEMA

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:

TITLE: **Public Assistance DR 4026**

97 - 036

11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:

Severe flooding and flash flooding beginning August 26, 2011 and continuing causing damages to State and community infrastructures in Carroll, Coos, Grafton and Merrimack Counties.

12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):

Carroll, Coos, Grafton and Merrimack Counties

13. PROPOSED PROJECT:

Start Date

09/03/11

Ending Date

06/30/2015

a. Applicant

District 1 & 2

b. Project

15. ESTIMATED FUNDING:

a. Federal	\$	20,000,000.00
b. Applicant	\$	6,666,667.00
c. State	\$	
d. Local	\$	
e. Other	\$	
f. Program Income	\$	
g. TOTAL	\$	26,666,667.00

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:

DATE: _____

b. NO. PROGRAM IS NOT COVERED BY E.O. 12372
 OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?

Yes If "Yes," attach an explanation No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. Type Name of Authorized Representative

Michael Poirier

b. Title

Alternate GAR

c. Telephone Number

603-223-3639

c. Signature of Authorized Representative

Michael Poirier

e. Date Signed

September 12, 2011

TITLE I

THE STATE AND ITS GOVERNMENT

CHAPTER 14

LEGISLATIVE OFFICERS AND PROCEEDINGS

Legislative Budget Assistant

Section 14:30-a

14:30-a Fiscal Committee. —

I. There is hereby established a fiscal committee of the general court. Said committee shall consist of 10 members. Five shall be members of the house as follows: the chairperson of the finance committee and 2 other members of the committee, appointed by the chairperson; and 2 other house members appointed by the speaker of the house. Five members shall be members of the senate as follows: the chairperson of the finance committee and 2 other members of that committee, appointed by the chairperson; and 2 other senators appointed by the senate president. The chairperson of the house finance committee shall be the chairperson of the fiscal committee.

II. The committee shall, while the general court is in session and during the interim, consult with, assist, advise, and supervise the work of the legislative budget assistant, and may at its discretion investigate and consider any matter relative to the appropriations, expenditures, finances, revenues or any of the fiscal matters of the state. The members shall be paid the regular legislative mileage during the interim while engaged in their work as members of the committee.

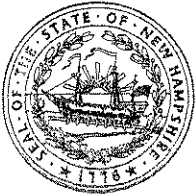
III. The fiscal committee shall consider recommendations proposed to it by the legislative performance audit and oversight committee established under RSA 17-N:1. The fiscal committee shall adopt all recommendations proposed to it as provided in RSA 17-N:1, III by the performance audit and oversight committee unless the fiscal committee refuses by unanimous vote to adopt such recommendations.

IV. [Repealed.]

V. [Repealed.]

VI. Any non-state funds in excess of \$100,000, whether public or private, including refunds of expenditures, federal aid, local funds, gifts, bequests, grants, and funds from any other non-state source, which under state law require the approval of governor and council for acceptance and expenditure, may be accepted and expended by the proper persons or agencies in the state government only with the prior approval of the fiscal committee of the general court.

Source. 1965, 239:19. 1987, 416:7. 1989, 396:13; 408:2. 1991, 346:18, I. 1995, 9:8. 2005, 177:11. 2006, 290:21, eff. June 15, 2006. 2012, 247:10, eff. Aug. 17, 2012.



State of New Hampshire

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

JOHN J. BARTHELMES
 COMMISSIONER

July 30, 2013

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 14:30-a, VI, the Department of Safety, Division of Homeland Security and Emergency Management, requests authorization to accept and expend Disaster Assistance funds in the amount of \$3,271,590.00 from the Federal Emergency Management Agency (FEMA). Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2015. Funding source: 100% Federal Funds.

Funds will be budgeted in an account titled May 2012 Floods-PA:

02-23-23-236010-33270000 Dept. of Safety Homeland Sec.-Emer. Mgmt. May 2012 Floods - PA
 Revenue Source: 403625

Class	Description	Current Budget	Requested Action	Revised Budget
000	Estimated Revenue	\$0.00	(\$3,271,590.00)	(\$3,271,590.00)
018-500106	Overtime	\$0.00	\$4,000.00	\$4,000.00
020-500200	Current Expense	\$0.00	\$4,000.00	\$4,000.00
030-500301	Equipment	\$0.00	\$2,000.00	\$2,000.00
040-500800	Indirect Cost	\$0.00	\$4,750.00	\$4,750.00
041-500801	Audit Fund	\$0.00	\$3,384.00	\$3,384.00
060-500601	Benefits	\$0.00	\$800.00	\$800.00
070-500704	In State Travel	\$0.00	\$3,500.00	\$3,500.00
072-500574	Grants - Federal	\$0.00	\$3,141,000.00	\$3,141,000.00
246-500792	Grantee Administrative Costs	\$0.00	\$33,156.00	\$33,156.00
247-500793	Sub-Grantee Administrative Costs	\$0.00	\$75,000.00	\$75,000.00
	Total	\$0.00	\$3,271,590.00	\$3,271,590.00

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
July 30, 2013
Page 2 of 2

Explanation

Governor Lynch submitted a request to the President on June 8, 2012, for a major disaster declaration in Cheshire County due to a severe weather event on May 29-31, 2012, involving flooding and flash flooding. The President declared the State of New Hampshire a major disaster area on June 15, 2012, and designated Cheshire County eligible to receive public assistance.

The request to accept \$3,271,590.00 represents the federal share of the public assistance and administrative cost allowances for the grantee and sub-grantees. Several New Hampshire State Agencies, including the Department of Transportation, the Department of Environmental Services, the Department of Resources and Economic Development, and the Department of Safety, along with approximately 12 New Hampshire municipalities are expected to apply for supplemental assistance with the Federal Emergency Management Agency.

The funding mechanism is 75% Federal/25% State/Local share. The 25% required match for State Agency projects will be paid from existing budgeted appropriations or an additional request for these funds will be made through the State Legislature. The local share is the responsibility of the local applicant. The administrative cost allowance is 100% federally funded and is awarded automatically as a percentage of the public assistance project awards. Indirect costs are budgeted based only on the Grantee Administration portion of the funds, as all other funds are considered pass-through funds and are not subject to indirect costs.

- Class 018 The funds will be used for overtime costs associated with evening meetings, workshops, project monitoring, and administration.
- Class 020 The funds will be used for supplies, materials, and operating expenses associated with administering disaster assistance projects.
- Class 030 The funds will be used to purchase office equipment identified as necessary with administration of the funds.
- Class 040 The funds will be used to pay state indirect costs.
- Class 041 The funds will be used to pay audit fund set aside expense.
- Class 060 The funds will be used to pay benefits costs associated with overtime.
- Class 070 The funds will be used to cover travel expenses associated with community visits.
- Class 072 The funds will be used for disaster assistance grants to communities and state agencies.
- Class 246 The funds will be used for grantee administrative costs.
- Class 247 The funds will be used for sub-grantee administrative costs.

There are no General funds required with this request. In the event that Federal funds are no longer available, General funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,


John J. Barthelmes
Commissioner

Homeland Security and Emergency Management
May 2012 Floods - PA

Fiscal Situation: Account 02-23-23-236010-33270000

Federal Funds Awarded:	
Public Assistance DR 4065 May 2012 Floods	\$6,000,000.00
Total Grant Funds Awarded	\$6,000,000.00
Less expenses in FFY 2013	(\$2,728,409.51)
Total Prior Fiscal Year Actual Expenditures	(\$2,728,409.51)
Net Grant Funds Remaining	\$3,271,590.49
Excess grant funds available to appropriate	<u>\$3,271,590.00</u>

This Request

**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approval No. 0348-0043

		2. DATE SUBMITTED	Applicant Identifier
		June 18, 2012	
1. TYPE OF SUBMISSION: Application Preapplication <input checked="" type="checkbox"/> Construction <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction <input type="checkbox"/> Non-Construction		3. DATE RECEIVED BY STATE	State Application Identifier
		June 15, 2012	
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION			
Legal Name: State of New Hampshire		Organizational Unit: Dept. of Safety, HSEM	
Address (give city, county, state, and zip code): 33 Hazen Drive Concord, NH 03305		Name and telephone number of person to be contacted on matters involving this application (give area code): Michael Poirier 603-223-3639	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 02 - 6000618		7. TYPE OF APPLICANT: (enter appropriate letter in box) A	
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other (specify): _____		A. State H. Independent School Dist. B. County I. State Institution of Higher Learning C. Municipal J. Private University D. Township K. Indian Tribe E. Interstate L. Individual F. Intermunicipal M. Profit Organization G. Special District N. Other (Specify) _____	
		9. NAME OF FEDERAL AGENCY: DHS/FEMA	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE: Public Assistance DR 4065		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Severe storm beginning May 29, 2012 through May 31, 2012 involving flooding and flash flooding in Cheshire County.	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Cheshire County			
13. PROPOSED PROJECT:		14. CONGRESSIONAL DISTRICTS OF: 1 and 2	
Start Date	Ending Date	a. Applicant	b. Project
06/15/2012	06/14/2016	District 1 & 2	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 6,000,000.00	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE: _____	
b. Applicant	\$ 2,000,000.00	b. NO. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
c. State	\$		
d. Local	\$		
e. Other	\$		
f. Program Income	\$		
g. TOTAL	\$ 8,000,000.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes," attach an explanation <input checked="" type="checkbox"/> No	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Type Name of Authorized Representative		b. Title	c. Telephone Number
Michael Poirier		Alternate GAR	603-223-3639
d. Signature of Authorized Representative		e. Date Signed	
		June 18, 2012	

TITLE I

THE STATE AND ITS GOVERNMENT

CHAPTER 14

LEGISLATIVE OFFICERS AND PROCEEDINGS

Legislative Budget Assistant

Section 14:30-a

14:30-a Fiscal Committee. —

I. There is hereby established a fiscal committee of the general court. Said committee shall consist of 10 members. Five shall be members of the house as follows: the chairperson of the finance committee and 2 other members of the committee, appointed by the chairperson; and 2 other house members appointed by the speaker of the house. Five members shall be members of the senate as follows: the chairperson of the finance committee and 2 other members of that committee, appointed by the chairperson; and 2 other senators appointed by the senate president. The chairperson of the house finance committee shall be the chairperson of the fiscal committee.

II. The committee shall, while the general court is in session and during the interim, consult with, assist, advise, and supervise the work of the legislative budget assistant, and may at its discretion investigate and consider any matter relative to the appropriations, expenditures, finances, revenues or any of the fiscal matters of the state. The members shall be paid the regular legislative mileage during the interim while engaged in their work as members of the committee.

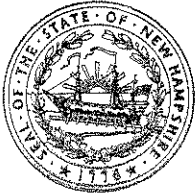
III. The fiscal committee shall consider recommendations proposed to it by the legislative performance audit and oversight committee established under RSA 17-N:1. The fiscal committee shall adopt all recommendations proposed to it as provided in RSA 17-N:1, III by the performance audit and oversight committee unless the fiscal committee refuses by unanimous vote to adopt such recommendations.

IV. [Repealed.]

V. [Repealed.]

VI. Any non-state funds in excess of \$100,000, whether public or private, including refunds of expenditures, federal aid, local funds, gifts, bequests, grants, and funds from any other non-state source, which under state law require the approval of governor and council for acceptance and expenditure, may be accepted and expended by the proper persons or agencies in the state government only with the prior approval of the fiscal committee of the general court.

Source. 1965, 239:19. 1987, 416:7. 1989, 396:13; 408:2. 1991, 346:18, I. 1995, 9:8. 2005, 177:11. 2006, 290:21, eff. June 15, 2006. 2012, 247:10, eff. Aug. 17, 2012.



State of New Hampshire

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

JOHN J. BARTHELMES
COMMISSIONER

July 30, 2013

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 14:30-a VI, the Department of Safety, Division of Homeland Security and Emergency Management, requests authorization to accept and expend Hazard Mitigation Grant Program (HMGP) funds from the Federal Emergency Management Agency (FEMA) in the amount of \$532,223.00 for the implementation of cost effective mitigation projects. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2015. Funding Source: 100% Federal Funds.

Funding is available in the SFY 2014 operating budget as follows:

02-23-23-236010-29210000

Dept. of Safety HSEM

Hazard Mitigation Grant Program

	Current Appropriation	Requested Action	Revised SFY 2014 Adjusted Authorized
000-408121 Federal Funds	\$ (0.00)	\$ (532,223.00)	\$ (532,223.00)
018-500106 Overtime	\$ 0.00	\$ 4,000.00	\$ 4,000.00
020-500200 Current Expense	\$ 0.00	\$ 618.00	\$ 618.00
030-500311 Equipment	\$ 0.00	\$ 1,500.00	\$ 1,500.00
040-500800 Indirect Costs	\$ 0.00	\$ 2,274.00	\$ 2,274.00
041-500801 Audit Fund Set Aside	\$ 0.00	\$ 533.00	\$ 533.00
060-500601 Benefits	\$ 0.00	\$ 795.00	\$ 795.00
070-500705 In-State Travel	\$ 0.00	\$ 1,000.00	\$ 1,000.00
072-500574 Grants - Federal	\$ 0.00	\$ 507,411.00	\$ 507,411.00
080-500710 Out-of-State Travel	\$ 0.00	\$ 714.00	\$ 714.00
246-500792 Grantee Administrative Costs	\$ 0.00	\$ 13,378.00	\$ 13,378.00
Total Appropriation:	\$ 0.00	\$ 532,223.00	\$ 532,223.00

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

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
July 30, 2013
Page 2 of 2

Explanation

The Hazard Mitigation Grant Program (HMGP) provides funding to states and communities (sub-grantees) for cost-effective hazard mitigation activities that complement a comprehensive mitigation program. FEMA provides HMGP funds to states following presidentially declared disasters where the FEMA Public Assistance Program is employed that, in turn, provide sub-grants or contracts for a variety of mitigation activities, such as planning and the implementation of projects identified through the evaluation of natural hazards. The cost share is 75% Federal funds and a 25% applicant soft-match. The sub-grantee will provide and document the program match requirements. The management costs associated with the Hazard Mitigation Grant Program are 100% federal funds and do not require a matching percentage.


<u>Class Code</u>	<u>Title</u>	<u>Description</u>
018	Overtime	Provides funding for full-time staff working extra hours to manage the HMA programs.
020	Current Expense	Allows for purchasing supplies needed to manage the HMA programs.
030	Equipment	Allows for purchasing equipment needed for project management.
040	Indirect Cost	Represents the associated amount for this request.
041	Audit Fund Set Aside	Represents the associated amount for this request.
060	Benefits	Provides funding associated with Class Code 018.
070	In-State Travel	Provides funding for travel to manage the HMA programs statewide.
072	Grants	Provides funding for grants to sub-grantees.
080	Out-of-State Travel	Provides funding for travel to workshops associated with managing the HMA programs.
246	Grantee Admin Costs	Provides funding for Grantee administrative costs.

At the time the State of New Hampshire FY 2014 – 2015 budget was being developed, it was not anticipated that the State would receive this level of funding.

The State of New Hampshire solicits applications statewide. Notification of the availability of HMGP funds is made to every community by e-mail and by letters sent to the chief elected official of each community. The State of New Hampshire submits all applications received for program funding to the Federal Emergency Management Agency for their final approval. Applications that are determined to be cost effective and program eligible are then funded by FEMA up to 75%; not every application submitted is determined to be program eligible. However, all applications that are determined to be eligible are funded at the requested dollar amount listed in their application, pending availability of adequate program funding.

There are no General funds required with this request. In the event that Federal funds are no longer available, General funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety



FEMA

February 7, 2013

Perry Plummer, Acting Director
NH Department of Homeland Security and Emergency Management
33 Hazen Drive
Concord, New Hampshire 03301

Re: 12-Month Final Lock-In
FEMA-4049-DR-NH
Hazard Mitigation Grant Program (HMGP)

Dear Director Plummer:

Under Section 404 of the Stafford Act, as amended, 75% Federal funding is authorized for hazard mitigation measures. As a condition of receiving Federal disaster assistance, measures must be cost-effective, environmentally acceptable and be consistent with the strategies and recommendations identified in your State Hazard Mitigation Plan. Funding for mitigation projects under the HMGP is based on 15% of the estimated aggregate amount of grants made under the Stafford Act. The 12-month final lock-in of \$507,411 in Federal funding is available for the HMGP under FEMA-4049-DR-NH. A breakdown of funding is listed below:

5% PROJECTS	\$ 25,371
7% PROJECTS	\$ 35,519
REGULAR PROJECTS	\$ 446,521
12-MONTH LOCK-IN	\$ 507,411
STATE MANAGEMENT COST PROJECTS	\$ 24,812

This calculation is based on the 12-month estimate as reported by the authorized disaster assistance programs. This is the final 12-month lock-in for FEMA-4049-DR-NH. Final applications or amendments for new mitigation projects must have been submitted to the FEMA Region I Hazard Mitigation Division by **December 5, 2012**. Please forward a SF-424 to cover the funding request. If you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Dean J. Savramis".

Dean J. Savramis
Director, Mitigation Division
FEMA Region I

Cc: Beth Peck, Acting SHMO, NH HSEM

TITLE I
THE STATE AND ITS GOVERNMENT
CHAPTER 14
LEGISLATIVE OFFICERS AND PROCEEDINGS
Legislative Budget Assistant

Section 14:30-a

14:30-a Fiscal Committee. —

I. There is hereby established a fiscal committee of the general court. Said committee shall consist of 10 members. Five shall be members of the house as follows: the chairperson of the finance committee and 2 other members of the committee, appointed by the chairperson; and 2 other house members appointed by the speaker of the house. Five members shall be members of the senate as follows: the chairperson of the finance committee and 2 other members of that committee, appointed by the chairperson; and 2 other senators appointed by the senate president. The chairperson of the house finance committee shall be the chairperson of the fiscal committee.

II. The committee shall, while the general court is in session and during the interim, consult with, assist, advise, and supervise the work of the legislative budget assistant, and may at its discretion investigate and consider any matter relative to the appropriations, expenditures, finances, revenues or any of the fiscal matters of the state. The members shall be paid the regular legislative mileage during the interim while engaged in their work as members of the committee.

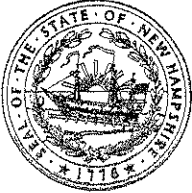
III. The fiscal committee shall consider recommendations proposed to it by the legislative performance audit and oversight committee established under RSA 17-N:1. The fiscal committee shall adopt all recommendations proposed to it as provided in RSA 17-N:1, III by the performance audit and oversight committee unless the fiscal committee refuses by unanimous vote to adopt such recommendations.

IV. [Repealed.]

V. [Repealed.]

VI. Any non-state funds in excess of \$100,000, whether public or private, including refunds of expenditures, federal aid, local funds, gifts, bequests, grants, and funds from any other non-state source, which under state law require the approval of governor and council for acceptance and expenditure, may be accepted and expended by the proper persons or agencies in the state government only with the prior approval of the fiscal committee of the general court.

Source. 1965, 239:19. 1987, 416:7. 1989, 396:13; 408:2. 1991, 346:18, I. 1995, 9:8. 2005, 177:11. 2006, 290:21, eff. June 15, 2006. 2012, 247:10, eff. Aug. 17, 2012.



State of New Hampshire

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

JOHN J. BARTHELMES
COMMISSIONER

July 30, 2013

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 14:30-a VI, the Department of Safety, Division of Homeland Security and Emergency Management, requests authorization to accept and expend Hazard Mitigation Grant Program (HMGP) funds from the Federal Emergency Management Agency (FEMA) in the amount of \$811,162.00 for the implementation of cost-effective mitigation projects. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2015. Funding Source: 100% Federal Funds.

Funding is available in the SFY 2014 operating budget as follows:

02-23-23-236010-29200000 Dept. of Safety HSEM Hazard Mitigation Grant Program - FEMA

Class	Description	Current SFY 2014 Adjusted Authorized	Requested Action	Revised SFY 2014 Adjusted Authorized
000-404805	Federal Funds	(1,158,536.38)	(\$811,162.00)	(\$1,969,698.38)
018 - 500106	Overtime	0.00	5,000.00	5,000.00
020 - 500200	Current Expense	0.00	5,000.00	5,000.00
030 - 500311	Equipment New/Replacement	0.00	10,000.00	10,000.00
040 - 500800	Indirect Costs	0.00	8,356.00	8,356.00
041 - 500801	Audit Fund Set Aside	0.00	1,980.00	1,980.00
060 - 500602	Benefits	0.00	1,000.00	1,000.00
070 - 500704	In-State Travel Reimbursement	0.00	1,000.00	1,000.00
072 - 500574	Grants Federal	1,158,536.38	711,554.00	1,870,090.38
080- 500710	Out-of-State Travel	0.00	2,360.00	2,360.00
246- 500792	Grantee Administrative Costs	0.00	64,912.00	64,912.00
	Org 2920 Totals	\$1,158,536.38	\$811,162.00	\$1,969,698.38

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

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council

July 30, 2013

Page 2 of 2

Explanation

The Hazard Mitigation Grant Program (HMGP) provides funding to states and communities (sub-grantees) for cost-effective hazard mitigation activities that complement a comprehensive mitigation program. FEMA provides HMGP funds to states following presidentially declared disasters where the FEMA Public Assistance Program is employed that, in turn, provide sub-grants or contracts for a variety of mitigation activities, such as planning and the implementation of projects identified through the evaluation of natural hazards. The cost share is 75% Federal funds and a 25% applicant soft-match. The sub-grantee will provide and document the program match requirements. The management costs associated with the Hazard Mitigation Grant Program are 100% federal funds and do not require a matching percentage.


<u>Class Code</u>	<u>Title</u>	<u>Description</u>
018	Overtime	Provides funding for full-time staff working extra hours to manage the HMA programs.
020	Current Expense	Allows for purchasing supplies needed to manage the HMA programs.
030	Equipment	Allows for purchasing equipment needed for project management.
040	Indirect Cost	Represents the associated amount for this request.
041	Audit Fund Set Aside	Represents the associated amount for this request.
060	Benefits	Provides funding associated with Class Code 018.
070	In-State Travel	Provides funding for travel to manage the HMA programs statewide.
072	Grants	Provides funding for grants to sub-grantees.
080	Out-of-State Travel	Provides funding for travel to workshops associated with managing the HMA programs.
246	Grantee Admin Costs	Provides funding for Grantee administrative costs.

At the time the State of New Hampshire FY 2014 – 2015 budget was being developed, it was not anticipated that the State would receive this level of funding.

The State of New Hampshire solicits applications statewide. Notification of the availability of HMGP funds is made to every community by e-mail and by letters sent to the chief elected official of each community. The State of New Hampshire submits all applications received for program funding to the Federal Emergency Management Agency for their final approval. Applications that are determined to be cost effective and program eligible are then funded by FEMA up to 75%; not every application submitted is determined to be program eligible. However, all applications that are determined to be eligible are funded at the requested dollar amount listed in their application, pending availability of adequate program funding.

There are no General funds required with this request. In the event that Federal funds are no longer available, General funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety

Department of Safety
Homeland Security and Emergency Management
Hazard Mitigation Program - FEMA

Fiscal Situation: Account 02-23-23-236010-29200000

Federal Funds Awarded:	
FEMA-4026-DR-NH Hazard Mitigation Grant Program (HMGP)	<u>\$2,210,557.00</u>
Total Grant Funds Awarded	\$2,210,557.00
Less: FY 13 Expenditures	<u>(\$240,858.19)</u>
Net Grant Funds Remaining as of 7/1/2013	\$1,969,698.81
Less SFY14 Adjusted Authorized	<u>(\$1,158,536.38)</u>
Excess grant funds available to appropriate	<u>\$811,162.43</u>
This Request	\$811,162.00



FEMA

October 24, 2012

Mr. Christopher Pope, Director
NH Department of Homeland Security and Emergency Management
33 Hazen Drive
Concord, New Hampshire 03301

Re: 12-Month Final Lock-In
FEMA-4026-DR-NH
Hazard Mitigation Grant Program (HMGP)

Dear Director Pope:

Under Section 404 of the Stafford Act, as amended, 75% Federal funding is authorized for hazard mitigation measures. As a condition of receiving Federal disaster assistance, measures must be cost-effective, environmentally acceptable and be consistent with the strategies and recommendations identified in your State Hazard Mitigation Plan. Funding for mitigation projects under the HMGP is based on 15% of the estimated aggregate amount of grants made under the Stafford Act. The 12-month final lock-in of \$2,107,500 in Federal funding is available for the HMGP under FEMA-4026-DR-NH. A breakdown of funding is listed below:

5% PROJECTS	\$ 105,375
7% PROJECTS	\$ 147,525
REGULAR PROJECTS	\$ 1,854,600
12-MONTH LOCK-IN	\$ 2,107,500
STATE MANAGEMENT COSTS	\$ 103,057

This calculation is based on the 12-month estimate as reported by the authorized disaster assistance programs. This is the final 12-month lock-in for FEMA-4026-DR-NH. Final applications or amendments for new mitigation projects must have been submitted to the FEMA Region I Hazard Mitigation Division by **September 3, 2012**. Please forward a SF-424 to cover the funding request. If you have any questions, please contact me.

Sincerely,

Dean J. Savramis
Mitigation Division Director
FEMA Region I

Cc: Lance Harbour, HSEM

TITLE I
THE STATE AND ITS GOVERNMENT
CHAPTER 14
LEGISLATIVE OFFICERS AND PROCEEDINGS
Legislative Budget Assistant

Section 14:30-a

14:30-a Fiscal Committee. —

I. There is hereby established a fiscal committee of the general court. Said committee shall consist of 10 members. Five shall be members of the house as follows: the chairperson of the finance committee and 2 other members of the committee, appointed by the chairperson; and 2 other house members appointed by the speaker of the house. Five members shall be members of the senate as follows: the chairperson of the finance committee and 2 other members of that committee, appointed by the chairperson; and 2 other senators appointed by the senate president. The chairperson of the house finance committee shall be the chairperson of the fiscal committee.

II. The committee shall, while the general court is in session and during the interim, consult with, assist, advise, and supervise the work of the legislative budget assistant, and may at its discretion investigate and consider any matter relative to the appropriations, expenditures, finances, revenues or any of the fiscal matters of the state. The members shall be paid the regular legislative mileage during the interim while engaged in their work as members of the committee.

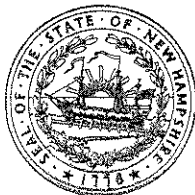
III. The fiscal committee shall consider recommendations proposed to it by the legislative performance audit and oversight committee established under RSA 17-N:1. The fiscal committee shall adopt all recommendations proposed to it as provided in RSA 17-N:1, III by the performance audit and oversight committee unless the fiscal committee refuses by unanimous vote to adopt such recommendations.

IV. [Repealed.]

V. [Repealed.]

VI. Any non-state funds in excess of \$100,000, whether public or private, including refunds of expenditures, federal aid, local funds, gifts, bequests, grants, and funds from any other non-state source, which under state law require the approval of governor and council for acceptance and expenditure, may be accepted and expended by the proper persons or agencies in the state government only with the prior approval of the fiscal committee of the general court.

Source. 1965, 239:19. 1987, 416:7. 1989, 396:13; 408:2. 1991, 346:18, I. 1995, 9:8. 2005, 177:11. 2006, 290:21, eff. June 15, 2006. 2012, 247:10, eff. Aug. 17, 2012.



State of New Hampshire

DEPARTMENT OF SAFETY OFFICE OF THE COMMISSIONER

33 HAZEN DR. CONCORD, NH 03305

603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

July 30, 2013

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 14:30-a, VI, the Department of Safety, Division of Homeland Security and Emergency Management, requests authorization to accept and expend Disaster Assistance funds in the amount of \$5,636,571.00 from the Federal Emergency Management Agency (FEMA). Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2015. Funding source: 100% Federal Funds.

Funds will be budgeted in an account titled Declared Disasters PA as follows:

02-23-23-236010-12320000 Dept. of Safety Homeland Sec.-Emer. Mgmt. Declared Disasters PA

Class	Description	Current Appropriation	Requested Action	Revised Appropriation
000-404805	Federal Funds	\$0.00	(\$5,636,571.00)	(\$5,636,571.00)
018-500106	Overtime	\$0.00	\$4,000.00	\$4,000.00
020-500200	Current Expense	\$0.00	\$4,000.00	\$4,000.00
030-500301	Equipment	\$0.00	\$2,000.00	\$2,000.00
040-500800	Indirect Cost	\$0.00	\$4,233.00	\$4,233.00
041-500801	Audit Fund	\$0.00	\$5,634.00	\$5,634.00
060-500601	Benefits	\$0.00	\$800.00	\$800.00
070-500704	In State Travel	\$0.00	\$3,500.00	\$3,500.00
072-500574	Grants - Federal	\$0.00	\$5,506,609.00	\$5,506,609.00
246-500792	Grantee Administrative Costs	\$0.00	\$25,795.00	\$25,795.00
247-500793	Sub-Grantee Administrative Costs	\$0.00	\$80,000.00	\$80,000.00
	Total	\$0.00	\$5,636,571.00	\$5,636,571.00

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

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
July 30, 2013
Page 2 of 2

Explanation

Governor Hassan submitted a request to the President on March 6, 2013 for a major disaster declaration for the State of New Hampshire due to a severe winter storm and snow storm on February 8 – 10, 2013 involving record snow precipitation in eight counties. The President declared the State of New Hampshire a major disaster area on March 19, 2013 and designated Belknap, Carroll, Cheshire, Hillsborough, Merrimack, Rockingham, Strafford and Sullivan counties eligible to receive public assistance.


The request to accept \$5,636,571.00 represents the federal share of the public assistance and administrative cost allowances for the grantee and sub-grantees. Several New Hampshire State Agencies, including the Department of Transportation and the Department of Safety, along with over 100 New Hampshire municipalities are expected to apply for supplemental assistance with the Federal Emergency Management Agency.

The funding mechanism is 75% Federal / 25% State/Local share. The 25% required match for State Agency projects will be paid from existing budgeted appropriations or an additional request for these funds will be made through the State Legislature. The local share is the responsibility of the local applicant. The administrative cost allowance is 100% federally funded and is awarded automatically as a percentage of the public assistance project awards. Indirect costs are budgeted based only on the Grantee Administration portion of the funds, as all other funds are considered pass-through funds and are not subject to indirect costs.

- Class 018 The funds will be used for overtime costs associated with evening meetings, workshops, project monitoring, and administration.
- Class 020 The funds will be used for supplies, materials, and operating expenses associated with administering disaster assistance projects.
- Class 030 The funds will be used to purchase office equipment identified as necessary with administration of the funds.
- Class 040 The funds will be used to pay state indirect costs.
- Class 041 The funds will be used to pay audit fund set aside expense.
- Class 060 The funds will be used to pay benefits costs associated with overtime.
- Class 070 The funds will be used to cover travel expenses associated with community visits.
- Class 072 The funds will be used for disaster assistance grants to communities and state agencies.
- Class 246 The funds will be used for grantee administrative costs.
- Class 247 The funds will be used for sub-grantee administrative costs.

There are no General funds required with this request. In the event that Federal funds are no longer available, General funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,


John J. Barthelme
Commissioner

Homeland Security and Emergency Management
Declared Disasters PA

Fiscal Situation: Account 02-23-23-236010-12320000

Federal Funds Awarded:

Public Assistance DR 4105 Feb '13 Severe Winter Storm

\$7,500,000.00

Total Grant Funds Awarded

\$7,500,000.00

Less expenses in FFY 2013

(\$1,863,428.65)

Total Prior Fiscal Year Actual Expenditures

(\$1,863,428.65)

Net Grant Funds Remaining

\$5,636,571.35

Excess grant funds available to appropriate

\$5,636,571.00

This Request

**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approval No. 0348-0043

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	2. DATE SUBMITTED March 19, 2013	Applicant Identifier
	3. DATE RECEIVED BY STATE March 19, 2013	State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5. APPLICANT INFORMATION

Legal Name: State of New Hampshire	Organizational Unit: Dept. of Safety, HSEM
Address (give city, county, state, and zip code): 33 Hazen Drive Concord, NH 03305	Name and telephone number of person to be contacted on matters involving this application (give area code): Elizabeth Peck 603-223-3855

6. EMPLOYER IDENTIFICATION NUMBER (EIN): 02 - 6000618	7. TYPE OF APPLICANT: (enter appropriate letter in box) A
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es): <input type="checkbox"/> <input type="checkbox"/> A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other (specify):	A. State H. Independent School Dist B. County I. State Institution of Higher Learning C. Municipal J. Private University D. Township K. Indian Tribe E. Interstate L. Individual F. Intermunicipal M. Profit Organization G. Special District N. Other (Specify) _____
9. NAME OF FEDERAL AGENCY: DHS/FEMA	

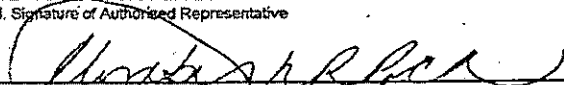
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 97 - 036	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Severe Winter Storm and Snow storm beginning February 8 through February 10, 2013 Involving record snow levels throughout New Hampshire.
---------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Belknap, Carrol, Cheshire, Hillsborough, Merrimack, Rockingham, Strafford and Sullivan counties

13. PROPOSED PROJECT: Start Date: 03/19/2013 Ending Date: 03/18/2017	14. CONGRESSIONAL DISTRICTS OF: 1 and 2
a. Applicant: District 1 & 2	b. Project:

15. ESTIMATED FUNDING:	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?
a. Federal \$ 7,500,000.00	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE: _____
b. Applicant \$ 2,500,000.00	b. NO. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW
c. State \$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes," attach an explanation <input checked="" type="checkbox"/> No
d. Local \$	
e. Other \$	
f. Program Income \$	
g. TOTAL \$ 10,000,000.00	

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. Type Name of Authorized Representative Elizabeth Peck	b. Title SCO	c. Telephone Number 603-223-3855
d. Signature of Authorized Representative 	e. Date Signed April 4, 2013	

TITLE I
THE STATE AND ITS GOVERNMENT
CHAPTER 14
LEGISLATIVE OFFICERS AND PROCEEDINGS
Legislative Budget Assistant

Section 14:30-a

14:30-a Fiscal Committee. —

I. There is hereby established a fiscal committee of the general court. Said committee shall consist of 10 members. Five shall be members of the house as follows: the chairperson of the finance committee and 2 other members of the committee, appointed by the chairperson; and 2 other house members appointed by the speaker of the house. Five members shall be members of the senate as follows: the chairperson of the finance committee and 2 other members of that committee, appointed by the chairperson; and 2 other senators appointed by the senate president. The chairperson of the house finance committee shall be the chairperson of the fiscal committee.

II. The committee shall, while the general court is in session and during the interim, consult with, assist, advise, and supervise the work of the legislative budget assistant, and may at its discretion investigate and consider any matter relative to the appropriations, expenditures, finances, revenues or any of the fiscal matters of the state. The members shall be paid the regular legislative mileage during the interim while engaged in their work as members of the committee.

III. The 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.

IV. [Repealed.]

V. [Repealed.]

VI. Any non-state funds in excess of \$100,000, whether public or private, including refunds of expenditures, federal aid, local funds, gifts, bequests, grants, and funds from any other non-state source, which under state law require the approval of governor and council for acceptance and expenditure, may be accepted and expended by the proper persons or agencies in the state government only with the prior approval of the fiscal committee of the general court.

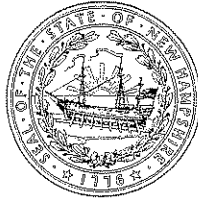
Source. 1965, 239:19. 1987, 416:7. 1989, 396:13; 408:2. 1991, 346:18, I. 1995, 9:8. 2005, 177:11. 2006, 290:21, eff. June 15, 2006. 2012, 247:10, eff. Aug. 17, 2012.

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

FIS 13 185

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

August 15, 2013

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,VI, authorize the Department of Justice to **retroactively** amend a grant award received from the Federal Bureau of Justice Statistics, National Criminal History Improvement Program, in the amount of \$129,580, approved by the Fiscal Committee on November 8, 2012, FIS #12-320 and the Governor and Council on December 5, 2012, item # 29, by extending the end date only from June 30, 2013 to September 30, 2014 effective upon approvals of the Fiscal Committee and the Governor and Council through September 30, 2014. 100% Federal Funds, no additional funds to be added.
2. Upon approval of paragraph number one, authorize the Department of Justice to **retroactively** amend Governor and Council item #29, approved on December 5, 2012, by extending the end date only, from the original end date of September 30, 2013, to a new end date of September 30, 2014, of a sub grant with the NH Department of Safety in the amount of \$129,450 to be utilized to enhance the criminal history records system at the Department of Safety, effective upon Governor and Council approval. This Grant is 100% Federal Funding. No additional funds to be added.

Funds are available in account #02-20-20-201510-2909-072-500576, entitled "NCHIP."

EXPLANATION

This request is retroactive because the required federal approval for extension of this grant award was received by the Department of Justice on August 8, 2013 and this is the first opportunity to present this request to the Fiscal Committee and the Governor and Council for consideration.

Governor and Council approved the awarding of funds to the NH Department of Safety from the Federal Fiscal Year 2012 National Criminal History Records Improvement (NCHIP) award from the Bureau of Justice Statistics, U.S. Department of Justice, with an end date of September 30, 2013. The NCHIP program is designed to assist States with the improvement of criminal history records and the interchange of criminal justice data between justice agencies. New Hampshire has previously used this funding to assist in the development of our statewide criminal justice information system, known as J-ONE and to support Protective Order file efforts at the Courts.

The sub grant awarded to the Department of Safety is being used for improvements to the criminal history records systems. In 2011, the NH Department of Safety interfaced the state Central Criminal History (CCH) with the state Automated Fingerprint Identification System (AFIS) systems and discovered an incompatibility in the two systems. This incompatibility created an additional manual step in the processing of fingerprint records at the Department of Safety which slowed down the overall work process. This funding helped create an automated "work around" for that issue. In addition, as of this year, the FBI is no longer accepting inked fingerprint cards. A large number of law enforcement agencies still produce and submit inked fingerprint cards, which require the Department of Safety to convert them to AFIS digital format before forwarding to the FBI. Given the new FBI requirement and the number of agencies still submitting inked fingerprint cards throughout New Hampshire, and absent this funding to implement the "work around," the workload at the Department of Safety Criminal History Records Unit will increase and productivity will decrease.

The Department of Justice is seeking additional time for this project to allow the Department of Safety vendor to fully complete the project. It is anticipated that this project should be fully completed prior to September 30, 2014.

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

Your consideration is greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Joseph A. Foster", written over a horizontal line.

Joseph A. Foster
Attorney General

JAF/teb
#937769



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information			
Grantee Name:	New Hampshire Department of Justice	Project Period:	10/01/2012 - 09/30/2014
Grantee Address:	33 CAPITOL STREET CONCORD, 03301	Program Office:	BJS
Grantee DUNS Number:	80-859-1127	Grant Manager:	Allina Lee
Grantee EIN:	02-6000618	Application Number(s):	2012-30119-NH-RU
Vendor #:	026002618	Award Number:	2012-RU-BX-K003
Project Title:	2012 New Hampshire NCHIP Project	Award Amount:	\$129,580.00
GAN Number:			.003
		Date:	08/09/2013

Change Project Period			
Current Grant Period:	Month: 11 Day: 29	New Grant Period:	Month: 23 Day: 29
Project Start Date:	10/01/2012	*New Project Start Date:	10/01/2012
Project End Date:	09/30/2013	*New Project End Date:	09/30/2014

***Required Justification for Change Project Period:**

The State of New Hampshire is respectfully requesting a one-year no-cost extension on these NCHIP funds. Please see the attached letterhead request for additional information. Your assistance is greatly appreciated. Thank you.

Attachments:

Filename:	User:	Timestamp:
NCHIP GAN 8-2-13 Timeline.docx	StateNH	08/07/2013 1:51 PM
NCHIP GAN Extension Letter 8-2-13.docx	RFaretra5	08/02/2013 8:38 AM

Print

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	08/09/2013 12:01 PM
Submitted	PO - Grant Manager	StateNH	08/07/2013 1:51 PM
Change Requested	PO - Grant Manager	boutilla	08/07/2013 8:22 AM

Tim, Please provide a project period timeline to complete the request and resubmit the GAN. The request sounds reasonable based on the justification provided but a revised timeline is required. Thanks, Allina

Change Requested	EXTERNAL - External User	boutilla	08/07/2013 8:22 AM
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Tim, Please provide a project period timeline to complete the request and resubmit the GAN. The request sounds reasonable based on the justification provided but a revised timeline is required. Thanks, Allina

Submitted	PO - Grant Manager	RFaretra5	08/02/2013 8:39 AM
Draft	EXTERNAL - External User	RFaretra5	08/02/2013 8:36 AM

STATE OF NEW HAMPSHIRE DEPARTMENT OF JUSTICE GRANT AWARD		
Agency Name: Department of Safety		Vendor No.: 177878B001
Program Name: AFIS Equipment		Amount: \$ 129,450.00
Grant Start Date: 12/5/2012	State Grant Number: 2012RU01	
Grant End Date: 9/30/2014	Federal Grant Number: 2012-RU-BX-K003	
Appropriation No.: 02-20-20-201510-2909-072-50057E		
Head of Agency	Project Director	Fiscal Officer
John J. Barthelmes Commissioner 33 Hazen Drive Concord, NH 03305 271-2791	Jeffrey Kellett Chief Administrator 271-2791	John T. Beardmore Director of Administration 271-2589
Federal Grant Name:	Bureau of Justice Statistics	
Federal Agency:	United States Department of Justice	
Bureau/Office:	Office of Justice Programs	
CFDA Number:	16.554	
Purpose of Grant:	Purchase of AFIS Technology Grant Period End Date Extension	
Financial Requirements:	See signed Program Conditions and Guidelines.	
Match Requirements:	20% match requirement 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	Director of Administration
Date		
All terms of this grant award are not valid unless signed by both authorized parties.		

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

900: Council
12-5-12
#29

MICHAEL A. DELANEY
ATTORNEY GENERAL

ANN M. RICE
DEPUTY ATTORNEY GENERAL



September 28, 2012

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, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Justice to accept and expend a grant in the amount of \$129,580 from the Federal Bureau of Justice Statistics, federal fiscal year 2012 National Criminal History Improvement Program, to be utilized to improve the functioning of the criminal justice system, effective upon Fiscal Committee and Governor and Council approval through June 30, 2013. This grant is 100% federal funding.

Funds are to be budgeted in a new account, #02-20-20-201510-2909, Department of Justice, Grants Administration, entitled "NCHIP," as follows:

<u>Class</u>	<u>Description</u>	<u>Amount</u>
041-500801	Audit Fund Set Aside	\$ 130
072-500576	Grants	\$129,450
Source of Funds		
000-400961	Federal Funds Revenue Source	\$129,580

Per OMB circular A-87 Indirect costs are not allowable on pass through funding.

2. Authorize the Department of Justice to enter into a sub grant with the NH Department of Safety in the amount of \$129,450 to be utilized to enhance the criminal history records system at the Department of Safety, effective the date of Governor and Council approval through September 30, 2013. This grant is 100% federal funding.

These funds are available in account 02-20-20-201510-2909-072-500576, entitled "NCHIP" as follows:

<u>Class</u>	<u>Description</u>	<u>Amount</u>
072-500576	Grants to other State agencies – Fed.	\$129,450

EXPLANATION

This request is to accept the Federal Fiscal Year 2012 National Criminal History Records Improvement (NCHIP) award from the Bureau of Justice Statistics, U.S. Department of Justice, and to enter into a single sub grant with the NH Department of Safety. The NCHIP program is designed to assist States with the improvement of criminal history records and the interchange of criminal justice data between justice agencies. New Hampshire has previously used this funding to assist in the development of our statewide criminal justice information system, known as J-ONE and to support Protective Order file efforts at the Courts.

The sub grant awarded to the Department of Safety will assist with improvements to the criminal history records systems. In 2011, the NH Department of Safety interfaced the state Central Criminal History (CCH) with the state Automated Fingerprint Identification System (AFIS) systems and discovered an incompatibility in the two systems. This incompatibility created an additional manual step in the processing of fingerprint records at the Department of Safety which slowed down the overall work process. This funding will create an automated "work around" for that issue. In addition, as of this year, the FBI is no longer accepting inked fingerprint cards. A large number of law enforcement agencies still produce and submit inked fingerprint cards, which requires that the Department of Safety convert them to AFIS digital format before forwarding them to the FBI. Absent this funding to implement the "work around," the workload at the Department of Safety Criminal History Records Unit will increase and productivity will decrease as a result of both this new FBI requirement and the number of agencies still submitting inked fingerprint cards throughout New Hampshire.

This funding was not budgeted in FY 2012-2013 as it is a discretionary grant program that is only applied for when a specific project meeting the criteria outlined in the grant program is identified. The State of New Hampshire did not submit an application for this funding last year, nor was one anticipated in advance for this year. The timing and the need for this application was based on the recent changes made by the FBI. Funding has been included in the FY 2014-2015 biennial budget.

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

Your consideration is greatly appreciated.

Respectfully submitted,



Michael A. Delaney
Attorney General



Department of Justice
Office of Justice Programs
Bureau of Justice Statistics

Cooperative Agreement

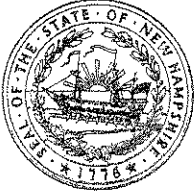
PAGE 1 OF 6

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) New Hampshire Department of Justice 33 Capitol Street Concord, NH 03301		4. AWARD NUMBER: 2012-RU-BX-K003	
		5. PROJECT PERIOD: FROM 10/01/2012 TO 09/30/2013 BUDGET PERIOD: FROM 10/01/2012 TO 09/30/2013	
		6. AWARD DATE 08/09/2012	7. ACTION Initial
1A. GRANTEE IRS/VENDOR NO. 026002618		8. SUPPLEMENT NUMBER 00	
		9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE 2012 New Hampshire NCHIP Project		10. AMOUNT OF THIS AWARD \$ 129,580	
		11. TOTAL AWARD \$ 129,580	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under 42 U.S.C. 3732 (BJS - general)			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL James P. Lynch, Ph.D. Director		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Rosemary Faracu Director of Administration	
17. SIGNATURE OF APPROVING OFFICIAL <i>JPL</i>		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL <i>Rosemary Faracu</i>	19A. DATE 8-2-12
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL YEAR FUND CODE BUD. ACT. DIV. OFC. REG. SUB. POMS AMOUNT X B RU 50 09 00 129580		21. LRURGT0045	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)

STATE OF NEW HAMPSHIRE DEPARTMENT OF JUSTICE GRANT AWARD		
Agency Name: Department of Safety	Vendor No.: 177878	
Program Name: AFIS Equipment	Amount: \$ 129,450.00	
Grant Start Date: 10/17/2012	State Grant Number: 2012RU01	
Grant End Date: 9/30/2013	Federal Grant Number: 2012-RU-BX-K003	
Appropriation No.: 02-20-20-201510-2909-072-500576		
Head of Agency:	Project Director	Fiscal Officer
John J. Barthelmes Commissioner 33 Hazen Drive Concord, NH 03305 271-2791	Jeffrey Kellett Chief Administrator 271-2791	John T. Beardmore Director of Administration 271-2589
Federal Grant Name:	Bureau of Justice Statistics	
Federal Agency:	United States Department of Justice	
Bureau/Office:	Office of Justice Programs	
CFDA Number:	16.554	
Purpose of Grant:	Purchase of AFIS Technology	
Financial Requirements:	See signed Program Conditions and Guidelines.	
Match Requirements:	20% match requirement 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	Director of Administration
Date		
All terms of this grant award are not valid unless signed by both authorized parties.		



State of New Hampshire

FIS 13 188

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

JOHN J. BARTHELMES
COMMISSIONER

August 16, 2013

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 14:30-a, VI, the Department of Safety, Division of Homeland Security and Emergency Management, requests authorization to accept and expend Disaster Assistance funds in the amount of \$982,455.00 from the Federal Emergency Management Agency (FEMA). Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2015. Funding source: 100% Federal Funds.

Funds will be budgeted in an account titled March 2010 Flooding DR-1913.

02-23-23-236010-90840000 Dept. of Safety Homeland Sec.-Emer. Mgmt. March 2010 Flooding DR-1913
Revenue Source: 407992

Class	Description	Current Budget	Requested Action	Revised Budget
000-407992	Estimated Revenue	\$0.00	(\$982,455.00)	(\$982,455.00)
018-500106	Overtime	\$0.00	\$1,300.00	\$1,300.00
020-500200	Current Expense	\$0.00	\$1,000.00	\$1,000.00
030-500311	Equipment	\$0.00	\$1,500.00	\$1,500.00
040-500800	Indirect Costs	\$0.00	\$1,415.00	\$1,415.00
041-500801	Audit Fund	\$0.00	\$982.00	\$982.00
060-500601	Benefits	\$0.00	\$258.00	\$258.00
070-500704	In State Travel	\$0.00	\$1,000.00	\$1,000.00
072-500574	Grants - Federal	\$0.00	\$965,000.00	\$965,000.00
246-500792	Grantee Administrative Costs	\$0.00	\$10,000.00	\$10,000.00
	Total	\$0.00	\$982,455.00	\$982,455.00

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

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
August 16, 2013
Page 2 of 2

Explanation


On April 13, 2010, Governor Lynch submitted a request to the President for a major disaster declaration in Hillsborough, Merrimack and Rockingham counties due to severe weather events involving rain and strong winds. The President declared the State of New Hampshire a major disaster area on May 12, 2010, and designated Rockingham County only eligible to receive public assistance.

This request to accept and expend \$982,455.00 represents the federal share of public assistance and administrative costs remaining for DR1913. The funding mechanism is 75% Federal and 25% State/Local share. The 25% required match for State Agency projects will be paid from existing budgeted appropriations or an additional request for these funds will be made through the State Legislature. The local share is the responsibility of the local applicant. The administrative cost allowance is 100% federally funded and is awarded automatically as a percentage of the public assistance project awards. Indirect costs are budgeted based only on the Grantee Administration portion of the funds, as all other funds are considered pass-through funds and are not subject to indirect costs.

- Class 018 The funds will be used for overtime costs associated with evening meetings, workshops, project monitoring, and administration.
- Class 020 The funds will be used for supplies, materials, and operating expenses associated with administering disaster assistance projects.
- Class 030 The funds will be used to purchase office equipment identified as necessary with administration of the funds.
- Class 040 The funds will be used to pay state indirect costs.
- Class 041 The funds will be used to pay audit fund set aside expense.
- Class 060 The funds will be used to pay benefits costs associated with overtime.
- Class 070 The funds will be used to cover travel expenses associated with community visits.
- Class 072 The funds will be used for disaster assistance grants to communities and state agencies.
- Class 246 The funds will be used for grantee administrative costs.

There are no General funds required with this request. In the event that Federal funds are no longer available, General funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,


John J. Barthelme
Commissioner of Safety

Homeland Security and Emergency Management
March 2010 Flooding DR 1913

Fiscal Situation: Account 02-23-23-236010-90840000

Federal Funds Awarded:

Public Assistance DR 1913 March 2010 Flooding	\$3,000,000.00
Total Grant Funds Awarded	\$3,000,000.00

Less expenses in FY 2010	-
Less expenses in FY 2011	(1,215,735.20)
Less expenses in FY 2012	(4,813.96)
Less expenses in FY 2013	(\$111,109.26)
Total Prior Fiscal Year Actual Expenditures	(1,331,658.42)

Net Grant Funds Remaining	\$1,668,341.58
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This Request	<u><u>\$982,454.00</u></u>
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**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approval No. 0348-0043

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	2. DATE SUBMITTED August 15, 2011	Applicant Identifier
	3. DATE RECEIVED BY STATE May 12, 2010	State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5. APPLICANT INFORMATION

Legal Name: State of New Hampshire	Organizational Unit: Dept. of Safety, HSEM
Address (give city, county, state, and zip code): 33 Hazen Drive Concord, NH 03305	Name and telephone number of person to be contacted on matters involving this application (give area code): Michael Poirier 603 223-3639

6. EMPLOYER IDENTIFICATION NUMBER (EIN): 02 - 6000618	7. TYPE OF APPLICANT: (enter appropriate letter in box) A A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Controlled Institution of Higher Ed. J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify) _____
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other (specify): _____	9. NAME OF FEDERAL AGENCY: Federal Emergency Management Agency

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE: Public Assistance - DR 1913 97 - 036	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Severe flooding events with rain and strong winds beginning March 14 through March 31, 2010.
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Hillsborough, Merrimack and Rockingham counties	

13. PROPOSED PROJECT: Start Date: 05/12/2010 Ending Date: 06/30/2014	14. CONGRESSIONAL DISTRICTS OF: 1 and 2 a. Applicant: District 1 & 2 b. Project:
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15. ESTIMATED FUNDING:	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?
a. Federal \$ 3,000,000.00	a. YES, THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE: _____
b. Applicant \$ 1,000,000.00	b. NO. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW
c. State \$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes," attach an explanation <input checked="" type="checkbox"/> No
d. Local \$	
e. Other \$	
f. Program Income \$	
g. TOTAL \$ 4,000,000.00	

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. Type Name of Authorized Representative Michael J. Poirier	b. Title Alternate GAR	c. Telephone Number 603 223-3639
d. Signature of Authorized Representative 	e. Date Signed August 15, 2011	

TITLE I
THE STATE AND ITS GOVERNMENT
CHAPTER 14
LEGISLATIVE OFFICERS AND PROCEEDINGS
Legislative Budget Assistant

Section 14:30-a

14:30-a Fiscal Committee. —

I. There is hereby established a fiscal committee of the general court. Said committee shall consist of 10 members. Five shall be members of the house as follows: the chairperson of the finance committee and 2 other members of the committee, appointed by the chairperson; and 2 other house members appointed by the speaker of the house. Five members shall be members of the senate as follows: the chairperson of the finance committee and 2 other members of that committee, appointed by the chairperson; and 2 other senators appointed by the senate president. The chairperson of the house finance committee shall be the chairperson of the fiscal committee.

II. The committee shall, while the general court is in session and during the interim, consult with, assist, advise, and supervise the work of the legislative budget assistant, and may at its discretion investigate and consider any matter relative to the appropriations, expenditures, finances, revenues or any of the fiscal matters of the state. The members shall be paid the regular legislative mileage during the interim while engaged in their work as members of the committee.

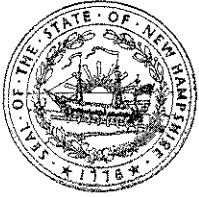
III. The fiscal committee shall consider recommendations proposed to it by the legislative performance audit and oversight committee established under RSA 17-N:1. The fiscal committee shall adopt all recommendations proposed to it as provided in RSA 17-N:1, III by the performance audit and oversight committee unless the fiscal committee refuses by unanimous vote to adopt such recommendations.

IV. [Repealed.]

V. [Repealed.]

VI. Any non-state funds in excess of \$100,000, whether public or private, including refunds of expenditures, federal aid, local funds, gifts, bequests, grants, and funds from any other non-state source, which under state law require the approval of governor and council for acceptance and expenditure, may be accepted and expended by the proper persons or agencies in the state government only with the prior approval of the fiscal committee of the general court.

Source. 1965, 239:19. 1987, 416:7. 1989, 396:13; 408:2. 1991, 346:18, I. 1995, 9:8. 2005, 177:11. 2006, 290:21, eff. June 15, 2006. 2012, 247:10, eff. Aug. 17, 2012.



State of New Hampshire

FIS 13 189

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

JOHN J. BARTHELMES
COMMISSIONER

August 19, 2013

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 14:30-a, VI, the Department of Safety, Division of Homeland Security and Emergency Management, requests authorization to accept and expend Disaster Assistance funds in the amount of \$284,000.00 from the Federal Emergency Management Agency (FEMA). Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2015. Funding source: 100% Federal Funds.

Funds will be budgeted in an account titled Hurricane Sandy Oct'12.

02-23-23-236010-33420000 Dept. of Safety Homeland Sec.-Emer. Mgmt. Hurricane Sandy Oct'12
Revenue Source: 404805

Class	Description	Current Budget	Requested Action	Revised Budget
000	Estimated Revenue	\$0.00	(\$284,000.00)	(\$284,000.00)
040-500800	Indirect Costs	\$0.00	\$2,660.00	\$2,660.00
041-500801	Audit Fund	\$0.00	\$290.00	\$290.00
072-500574	Grants - Federal	\$0.00	\$255,550.00	\$255,550.00
246-500792	Grantee Administrative Costs	\$0.00	\$25,500.00	\$25,500.00
	Total	\$0.00	\$284,000.00	\$284,000.00

Explanation

Governor Lynch submitted a request to the President on October 30, 2012, for an emergency declaration for the State of New Hampshire due to Hurricane Sandy beginning on October 26, 2012. This event involved damaging wind and flooding statewide. The President declared the State of New Hampshire a disaster area on October 30, 2012, and designated all ten counties eligible to receive public assistance.

The request to accept \$284,000.00 represents the federal share of the public assistance and administrative cost allowances for the grantee and sub-grantees. The funding mechanism is 75% Federal and 25% State/Local share. The 25% required match for State Agency projects will be paid from existing budgeted appropriations or an additional

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

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
August 19, 2013
Page 2 of 2

request for these funds will be made through the State Legislature. The local share is the responsibility of the local applicant. The administrative cost allowance is 100% federally funded and is awarded as implied in the New Hampshire Public Assistance Administrative Plan. Indirect costs are budgeted based only on the Grantee Administration portion of the funds, as all other funds are considered pass-through funds and are not subject to indirect costs.

- Class 040 The funds will be used to pay state indirect costs.
- Class 041 The funds will be used to pay audit fund set aside expense.
- Class 072 The funds will be used for disaster assistance grants to communities and state agencies.
- Class 246 The funds will be used for grantee administrative costs.

There are no General funds required with this request. In the event that Federal funds are no longer available, General funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,


John J. Barthelme
Commissioner

**Homeland Security and Emergency Management
EM 3360 Hurricane Sandy Oct 12 Public Assistance**

Fiscal Situation: Account 02-23-23-236010-33420000

Federal Funds Awarded:

Public Assistance DR 4095 Hurricane Sandy Oct 2012 \$5,000,000.00

Total Grant Funds Awarded \$5,000,000.00

Less expenses in FY 2013 (\$2,504,973.05)

Total Prior Fiscal Year Actual Expenditures (\$2,504,973.05)

Net Grant Funds Remaining \$2,495,026.95

This Request \$284,000.00

**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approval No. 0348-0043

		2. DATE SUBMITTED November 16, 2012	Applicant Identifier
1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		3. DATE RECEIVED BY STATE November 4, 2012	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION			
Legal Name: State of New Hampshire		Organizational Unit: Dept. of Safety, HSEM	
Address (give city, county, state, and zip code): 33 Hazen Drive Concord, NH 03305		Name and telephone number of person to be contacted on matters involving this application (give area code) Michael Poirier 603-223-3639	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 02 - 6000618		7. TYPE OF APPLICANT: (enter appropriate letter in box) A	
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other (specify): _____		A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify) _____	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE: Public Assistance DR-4095		9. NAME OF FEDERAL AGENCY: DHS/FEMA	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Belknap, Carroll, Cheshire, Coos, Grafton, Hillsborough, Merrimack, Rockingham, Strafford and Sullivan counties		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Hurricane Sandy beginning October 26, 2012 through October 31, 2012 involving wind damage and flooding throughout New Hampshire	
13. PROPOSED PROJECT: Start Date Ending Date 11/04/2012 11/03/2016		14. CONGRESSIONAL DISTRICTS OF: 1 and 2	
		a. Applicant District 1 & 2	
		b. Project	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 5,000,000.00	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE: _____	
b. Applicant	\$ 1,666,666.00	b. NO. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
c. State	\$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes," attach an explanation <input checked="" type="checkbox"/> No	
d. Local	\$		
e. Other	\$		
f. Program Income	\$		
g. TOTAL	\$ 6,666,666.00		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Type Name of Authorized Representative Steve Temperino		b. Title Alternate GAR	c. Telephone Number 603-223-3636
d. Signature of Authorized Representative		e. Date Signed November 16, 2012	

TITLE I
THE STATE AND ITS GOVERNMENT
CHAPTER 14
LEGISLATIVE OFFICERS AND PROCEEDINGS
Legislative Budget Assistant

Section 14:30-a

14:30-a Fiscal Committee. —

I. There is hereby established a fiscal committee of the general court. Said committee shall consist of 10 members. Five shall be members of the house as follows: the chairperson of the finance committee and 2 other members of the committee, appointed by the chairperson; and 2 other house members appointed by the speaker of the house. Five members shall be members of the senate as follows: the chairperson of the finance committee and 2 other members of that committee, appointed by the chairperson; and 2 other senators appointed by the senate president. The chairperson of the house finance committee shall be the chairperson of the fiscal committee.

II. The committee shall, while the general court is in session and during the interim, consult with, assist, advise, and supervise the work of the legislative budget assistant, and may at its discretion investigate and consider any matter relative to the appropriations, expenditures, finances, revenues or any of the fiscal matters of the state. The members shall be paid the regular legislative mileage during the interim while engaged in their work as members of the committee.

III. The 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.

IV. [Repealed.]

V. [Repealed.]

VI. Any non-state funds in excess of \$100,000, whether public or private, including refunds of expenditures, federal aid, local funds, gifts, bequests, grants, and funds from any other non-state source, which under state law require the approval of governor and council for acceptance and expenditure, may be accepted and expended by the proper persons or agencies in the state government only with the prior approval of the fiscal committee of the general court.

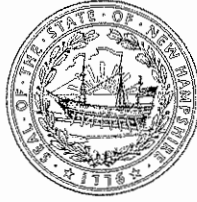
Source. 1965, 239:19. 1987, 416:7. 1989, 396:13; 408:2. 1991, 346:18, I. 1995, 9:8. 2005, 177:11. 2006, 290:21, eff. June 15, 2006. 2012, 247:10, eff. Aug. 17, 2012.

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

FIS 13 191

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

August 15, 2013

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, VI, authorize the Department of Justice to **retroactively** amend Fiscal Item # 12-033 approved by the Fiscal Committee on January 20, 2012, and Governor and Council on February 8, 2012, item #19, by extending the end date from June 30, 2013 to a new end date of September 30, 2014. This funding is for the purposes of establishing a Statewide Automated Victim Information and Notification Program (SAVIN), for the period effective upon the Fiscal Committee and Governor and Council approvals through September 30, 2014. No new funds are being requested. 100% Federal Funds.

2. Upon approval of paragraph number one, authorize the Department of Justice to **retroactively** amend item #19, approved by Governor and Council on February 8, 2012, by extending the end date only, with no increase in funding, of the sub grant to the NH Department of Safety (vendor #177878-B001) in the amount of \$955,095.00 from the original end date of June 30, 2013, to a new end date of September 30, 2014, effective upon Governor and Council approval. This is 100% Federal Funds.

Funds are available in account #02-20-20-201510-1137, Department of Justice FY 11 SAVIN Grant.

3. Upon approval of paragraph number one, authorize the Department of Justice to enter into a sub grant with the NH Department of Corrections (vendor #177896-B001) in the amount of \$8,247.28, to be used to support the development of the NH SAVIN system, from the period of Governor and Council approval through September 30, 2014, effective upon Governor and Council approval. This is 100% Federal Funds.

Funds are available in account #02-20-20-201510-1137, Department of Justice FY 11 SAVIN Grant.

EXPLANATION

This request is retroactive because the beginning date (July 1, 2013) associated with the request is in the new biennium. It is the policy of the Fiscal Committee to act only on items within the current biennium. This grant was awarded on September 7, 2011, with an original end date of September 30, 2013. As the biennium ended on June 30, 2013, we did not originally seek Fiscal Committee approval beyond that date. The federal grant has since been extended by the Office of Justice Programs to September 30, 2014.

The program's dual purpose is the prevention of crime and the realization of victims' rights under 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 hearings.

Funding under this project supports 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.

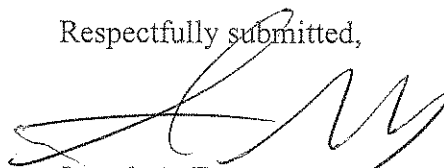
The new award to the NH Department of Corrections is the second of two small awards to the Department to assist with the staffing requirements of developing the SAVIN system in that agency.

In the event that Federal Funds are no longer available, General Funds will not be requested 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



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information

Grantee Name:	New Hampshire Department of Justice	Project Period:	10/01/2011 - 09/30/2014	GAN Number:	004
Grantee Address:	33 CAPITOL STREET CONCORD, 03301	Program Office:	BJA	Date:	06/10/2013
Grantee DUNS Number:	80-859-1127	Grant Manager:	Shauna Connolly		
Grantee EIN:	02-6000618	Application Number(s):	2011-H0918-NH-VN		
Vendor #:	026002618	Award Number:	2011-VN-CX-0014		
Project Title:	Statewide Automated Victim Information and Notification Program	Award Amount:	\$985,141.00		

Change Project Period

Current Grant Period:	Month: 23 Day: 29	New Grant Period:	Month: 35 Day: 29
Project Start Date:	10/01/2011	*New Project Start Date:	10/01/2011
Project End Date:	09/30/2013	*New Project End Date:	09/30/2014

***Required Justification for Change Project Period:**

Applicant requests a 12 month no-cost extension of the project period, in order to complete project activities and fully expend the funding awarded. Please see attachment for proposed work schedule. Please also note that the NH DOJ grant

Attachments:

Filename:	User:	Timestamp:	Action:
Extension GAN letter 5-30-13.pdf	StateNH	05/30/2013 8:33 AM	Delete Attachment
GAN Savin Program Implementation Report.pdf	RFaretra3	04/24/2013 2:09 PM	Delete Attachment

Actions:

[Close](#)

[Printer Friendly Version](#)

Audit Trail:

Description:	Role:	User:	Timestamp:	Note:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	06/10/2013 12:00 PM	View Note
Submitted	PO - Grant Manager	StateNH	05/30/2013 8:35 AM	View Note
Change Requested	PO - Grant Manager	turckluca	05/21/2013 8:43 AM	View Note
Change Requested	EXTERNAL - External User	turckluca	05/21/2013 8:43 AM	View Note
Change Requested	PO - Grant Manager	turckluca	05/06/2013 9:49 AM	View Note
Change Requested	EXTERNAL - External User	turckluca	05/06/2013 9:49 AM	View Note
Submitted	PO - Grant Manager	RFaretra3	04/24/2013 2:10 PM	View Note
Draft	EXTERNAL - External User	RFaretra3	04/24/2013 2:09 PM	View Note

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 Program	Amount: \$ 955,095.00
Grant Start Date:	1/11/2012	State Grant Number: 2011SAV11A
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	Director of Administration
Date		
All terms of this grant award are not valid unless signed by both authorized parties.		

STATE OF NEW HAMPSHIRE DEPARTMENT OF JUSTICE GRANT AWARD		
Agency Name: NH DOC	Vendor No.: 177896-B001	
Program Name: Statewide Automated Victim Notification Progra	Amount: \$ 8,247.28	
Grant Start Date: Upon Approval	State Grant Number: 2011SAV11A	
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
William L. Wrenn Commissioner PO Box 1806 Concord, NH 03301	Director PO Box 1806 Concord, NH 03301	Robert Mullen Director PO Box 1806 Concord, NH 03301
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	
Financial Requirements:	See signed Program Conditions and Guidelines.	
Match Requirements:	N/A	
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	William L. Wrenn	Rosemary Faretra
Title	Commissioner	Director of Administration
Date		
All terms of this grant award are not valid unless signed by both authorized parties.		

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

Gov. Council
2-8-12
19

MICHAEL A. DELANEY
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

December 28, 2011

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

No activity #
per Tim B.

His Excellency Governor John Lynch
And the Honorable Executive Council
State House
Concord, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Justice to accept and expend a grant from the US Department of Justice, Office of Justice Programs, in the amount of \$985,141.00, for the purposes of establishing a Statewide Automated Victim Information and Notification Program (SAVIN), for the period effective upon the Fiscal Committee and Governor and Council approvals through June 30, 2013. 100% Federal Funds.

Funds are to be budgeted in 02-20-20-201510-1137, Department of Justice, Grants Administration, entitled "FY 11 SAVIN Grant" as follows:

<u>Class</u>	<u>Description</u>	<u>SFY 2012</u>
040-500800	Indirect Costs	898
041-500801	Audit Fund Set Aside	985
072-500576	Grants to State Agencies - Fed.	983,258
Totals		\$985,141
<u>Source of Funds:</u>		
000-404424	Federal Funds	\$985,141

2. Authorize the Department of Justice to enter into sub grants with the agencies listed below in the total amount of \$973,137 from the Statewide Automated Victim Information and Notification Program

(SAVIN) Program, to support their activities in the coordination and implementation of this Statewide initiative effective upon Governor and Council approval through June 30, 2013. 100% Federal Funds

Funding is available in account #02-20-20-200010-1137-072-500576, Department of Justice, entitled "FFY 11 SAVIN Grant."

	<u>Agency</u>	<u>Vendor #</u>	<u>Amount</u>	<u>PO #</u>
#126596-gnieder	NH Department of Corrections	177896-B001	\$ 18,042.00	1021516
#126597-gnieder	NH Department of Safety	177878-B001	\$955,095.00	1021517

EXPLANATION

The Department of Justice requests authorization to accept and expend this discretionary grant awarded under the project title "Statewide Automated Victim and Information Notification Program" from the US Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.

The program's dual purposes are the prevention of crime and the realization of victims' rights under NH RSA 21-M:8-k, *Rights of Crime Victims*. The program will lay the foundation for real-time notification to victims as their offenders progress through the criminal justice system, from arrest and court events through release from custody and probation and parole hearings.

With funding under this project, the sub grant awarded to the NH Department of Safety will be used to access the infrastructure of J-One, which allows information sharing among the different criminal justice agencies. Leveraging the technology, equipment, and expertise invested in J-One, SAVIN funding will be used by the Department of Safety for contracts, equipment, and supplies to design and implement an interfacing information system, specifically for bringing the information to victims via a subscription notification service. An additional sub grant to the NH Department of Corrections will support personnel costs of the Director of Victim Services Unit, which will assist in the planning and implementation of the system.

The system 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 funds are budgeted to support the activities as follows:

- Class 040.- Indirect Costs
- Class 041 - Audit Fund Set Aside
- Class 072 - Grants to the Department of Safety and the Department of Corrections for their activities related to the Project.

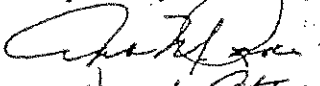
This discretionary grant was not included in the budget because the application was submitted on March 24, 2011, and we did not receive notification of the award until September 7, 2011.

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

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

Your consideration is greatly appreciated.

Respectfully submitted,


Deputy Attorney General
for Michael A. Delaney
Attorney General

MAD/jeb
#697356



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Grant

PAGE 1 OF 5

1. RECIPIENT NAME AND ADDRESS (including Zip Code) New Hampshire Department of Justice 33 Capitol Street Concord, NH 03301-6312		4. AWARD NUMBER: 2011-VN-CX-0014	
		5. PROJECT PERIOD: FROM 10/01/2011 TO 09/30/2013 BUDGET PERIOD: FROM 10/01/2011 TO 09/30/2013	
		6. AWARD DATE 09/07/2011	7. ACTION Initial
1A. GRANTEE IRS/VENDOR NO. 026002618		8. SUPPLEMENT NUMBER 00	
		9. PREVIOUS AWARD AMOUNT \$0	
3. PROJECT TITLE Statewide Automated Victim Information and Notification Program		10. AMOUNT OF THIS AWARD \$ 985,141	
		11. TOTAL AWARD \$ 985,141	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY11(BJA - SAVIN) Pub. L. No. 112-10, div. B, sec. 1101-1104; Pub. L. No. 111-117, 123 Stat. 3034, 3133.			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Laurie Robinson Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Rosemary Fectis Director of Administration	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 9-14-11
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X C VN 00 00 00 985141		21. KPRUGT1060	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)

FISCAL SITUATION

FY 2011 SAVIN GRANT

Accounting Unit 02-20-20-201510-1137

GRANT AWARD -	\$985,141
Expended/obligated through 6/30/13	<u>\$976,894</u>
Amount remaining to be budgeted	\$ 8,247



MARGARET WOOD HASSAN
GOVERNOR

STATE OF NEW HAMPSHIRE
OFFICE OF ENERGY AND PLANNING
107 Pleasant Street, Johnson Hall
Concord, NH 03301-3834
Telephone: (603) 271-2155
Fax: (603) 271-2615



www.nh.gov/oep

August 21, 2013

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 RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to accept and expend funds in the amount of \$200,000.00 from the Public Utilities Commission to contract to perform a study of the site evaluation committee's organization, structure, and process. Effective upon Joint Fiscal Committee and Governor and Council approvals through March 31, 2014. 100% Other (PUC Renewable Energy Fund)

01-02-02-024010-65100000 FY 2014 State Energy Programs				
Source of Funds				
Class	Description	Current Appropriation w/FY13 Balance Forward	Increase (Decrease)	Modified Budget
000-404590	Federal Funds	383,263.78	0.00	383,263.78
001-403543	Transfers from Other Agencies	0.00	200,000.00	200,000.00
009-404060	Agency Income	2,231.37	0.00	2,231.37
Totals		385,495.15	200,000.00	585,495.15

Class	Description	Current Appropriation w/FY13 Balance Forward	Increase (Decrease)	Modified Budget
016-500141	Personal Services Non Class	47,500.00	0.00	47,500.00
020-500200	Current Expenses	800.00	0.00	800.00
026-500251	Organizational Dues	8,000.00	0.00	8,000.00
030-500310	Equipment New Replacement	1.00	0.00	1.00
039-500188	Telecommunications	750.00	0.00	750.00
041-500801	Audit Fund Set Aside	137.00	0.00	137.00
042-500620	Additional Fringe Benefits	4,988.00	0.00	4,988.00

049-500420	Transfer to Other State Agency	15,300.55	0.00	15,300.55
060-500601	Benefits	34,964.00	0.00	34,964.00
070-500704	In-State Travel Reimbursement	500.00	0.00	500.00
080-500719	Out-of-State Travel Reimbursement	3,500.00	0.00	3,500.00
102-500731	Contracts for Program Services	269,054.60	0.00	269,054.60
103-502664	Contracts for Operational Services	0.00	200,000.00	200,000.00
Totals		385,495.15	200,000.00	585,495.15

EXPLANATION

Pursuant to Senate Bill 99 (Chapter 134) enacted on June 26, 2013, OEP is responsible for the study of the site evaluation committee's organization, structure, and process to better ensure that the review of energy facility applications serves the public good and provides clarity to potential energy project developers. As part of this study, OEP is responsible for the development of recommended regulatory criteria. In order to fulfill its responsibilities OEP will consult with the state energy committee, the house science, technology and energy committee, and contract with outside vendor(s). The funding authorized under Chapter 134:3 will be used to contract outside vendors and/or consultant(s) to conduct the study and the development of recommended regulatory criteria.

OEP did not anticipate at the time the FY14/15 budget was developed that it would receive these funds, and is therefore requesting that these funds be added to its budget now.

Funds are requested for the following purposes:

Class 103 - Contracts for Operational Services

To contract with an outside vendor to perform a study of the site evaluation committee's organization, structure, and process.

In the event that Other Funds become no longer available, General Funds will not be requested to support these programs.

Respectfully submitted,

Jonna McFarland for:

Meredith A. Hatfield
Director

MH/DM

Enclosure

Fiscal 09/13/13

G&C 09/18/13

FISCAL SITUATION
 State Energy Programs
 010-002-6510-0000
 FY 2014

<u>Funding Information</u>	<u>Grant Award</u>	<u>Grant Period</u>	<u>Fed Award Amount</u>	<u>Expended Thru FY13</u>	<u>Funding Authorization Remaining</u>	<u>Date of Notification</u>
SEP PY 13	R130472	07/01/12 - 06/30/13	254,000.00	221,436.18	32,563.82	06/29/12
SEP PY 14	DE-EE0006204	07/01/13 - 06/30/14	310,200.00	0.00	310,200.00	06/27/13
Competitive SEP -EERS	DE-EE0005463	09/30/11 - 03/31/14	379,330.00	128,947.99	250,382.01	12/07/12
SHOPP 12	DE-EI0000930	09/15/12 - 09/14/13	13,500.00	11,592.86	1,907.14	08/30/12
SB 99 Chapter 134			200,000.00	0.00	200,000.00	06/26/13
Total			957,030.00	361,977.03	795,052.97	
Less: FY14 Budget Authorization					136,140.00	
Less: FY14 Balance Forward					249,355.15	
Less: SEP Grant in Org 6400					132,369.29	
Less: SEP Grant in Org 6570					4,609.26	
Less: SEP Grant in Org 7705					11,111.56	
Less: SHOPP Grant in Org 6400					3,717.16	
Available for Budgeting					257,750.55	
Requested Action					200,000.00	
Balance to be Budgeted at a later time					57,750.55	

CHAPTER 134
SB 99 - FINAL VERSION

03/28/13 1165s
5June2013... 1941h

13-0905
09/04

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Thirteen

AN ACT requiring a study of the site evaluation committee and process, and developing regulatory criteria for the siting of energy facilities.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 134:1 Study and Report. The office of energy and planning (OEP) shall, in consultation with the
2 senate energy and natural resources committee and the house science, technology and energy
3 committee, contract with an outside vendor to perform a study of the site evaluation committee's
4 organization, structure, and process to better ensure that the review of energy facility applications
5 serves the public good and provides clarity to potential energy project developers. The study shall
6 identify deficits and needs, including but not limited to, potential funding, technology expertise,
7 committee membership, staffing, the roles of participating municipalities and the public, the role of
8 the counsel to the public, whether RSA 162-H allows the site evaluation committee to require
9 applicants to present alternatives, including but not limited to the burial of energy facilities in
10 publicly-owned transportation rights of way, and other issues that may be identified. The study
11 shall also include review and consideration of relevant studies and plans, including but not limited to
12 those developed by the independent system operator of New England (ISO-NE), the public utilities
13 commission, the energy efficiency and sustainable energy board, legislative study committees and
14 commissions, and other state and regional organizations as appropriate. The study shall engage all
15 interested members of the public in a process where meetings are duly noticed and minutes are
16 maintained for all public meetings and posted on the OEP website within 7 days of the meeting. The
17 OEP shall make a report to the speaker of the house of representatives, the senate president, the
18 governor, the senate clerk, the house clerk, and the state library on or before December 31, 2013.

19 134:2 New Paragraph; Energy Facility Site Evaluation. Amend RSA 162-H:10 by inserting after
20 paragraph VI the following new paragraph.

21 VII. No later than January 1, 2015, the committee shall adopt rules, pursuant to RSA 541-A,
22 relative to criteria for the siting of energy facilities, including specific criteria to be applied in
23 determining if the requirements of RSA 162-H:16, IV(b) and (c) have been met by the applicant for a
24 certificate of site and facility. Prior to the adoption of such rules, the office of energy and planning
25 shall hire and manage one or more consultants to conduct a public stakeholder process to develop
26 recommended regulatory criteria, which may include consideration of issues identified in attachment
27 C of the 2008 final report of the state energy policy commission, as well as others that may be

CHAPTER 134
SB 99 - FINAL VERSION
- Page 2 -

1 identified during the stakeholder process. The office of energy and planning shall submit a report
2 based on the findings of the public stakeholder process to the committee by January 1, 2014.

3 134:3 Funding. Up to a combined total of \$200,000 shall be made available by the public
4 utilities commission to the office and energy and planning to fulfill its responsibilities under sections
5 1 and 2 of this act and to the site evaluation committee for rulemaking under section 2 of this act
6 from the energy efficiency portion of the system benefits charge, the renewable energy fund
7 established under RSA 362-F:10, the energy efficiency fund established under RSA 125-O:23, or
8 other funding sources under the jurisdiction of the public utilities commission. The office and the
9 committee may utilize any other funding sources that are available to them for these purposes.

10 134:4 Effective Date. This act shall take effect upon its passage.

11

12 Approved: June 26, 2013

13 Effective Date: June 26, 2013



MARGARET WOOD HASSAN
GOVERNOR

STATE OF NEW HAMPSHIRE
OFFICE OF ENERGY AND PLANNING
107 Pleasant Street, Johnson Hall
Concord, NH 03301-3834
Telephone: (603) 271-2155
Fax: (603) 271-2615

FIS 13 193



www.nh.gov/oep

August 20, 2013

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 RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to **RETROACTIVELY AMEND** Fiscal Item #13-022 approved by the Legislative Fiscal Committee on February 1, 2013 and Governor and Executive Council on February 20, 2013, Item #2, by extending the performance period of the competitive State Energy Programs (SEP) Energy Efficiency Resource Standard (EERS) from June 30, 2013 to March 31, 2014, upon Joint Fiscal Committee and Governor and Council approval. The original request to accept these funds was approved by the Legislative Fiscal Committee on October 28, 2011 (Fiscal Item #11-307) and Governor and Executive Council on October 26, 2011, Item #11(2). No additional funding is involved in this time extension request.
100% Federal Funds (SEP – Department of Energy)

EXPLANATION

This request is **RETROACTIVE** due to OEP not receiving documentation of the grant extension from the Department of Energy until July 16, 2013.

This grant extension will allow OEP and its state partners to continue educating stakeholders on the potential economic benefits of adopting an EERS or other policy mechanisms to increase investments in energy efficiency. Stakeholders in the state have expressed an interest in adopting a formal efficiency goal, and this grant can help inform the design of such a goal in order to maximize the benefits of efficiency in New Hampshire.

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

Respectfully submitted,

Donna McFarland for

Meredith A. Hatfield
Director

MH/KC/BS

Fiscal 09/13/13

ASSISTANCE AGREEMENT

1. Award No. DE-EE0005463		2. Modification No. 0004		3. Effective Date 09/30/2011		4. CFDA No. 81.119	
5. Awarded To EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: WENDY P. GILMAN 107 PLEASANT STREET JOHNSON HALL CONCORD NH 033013852				6. Sponsoring Office Energy Efficcy & Renewable Energy			7. Period of Performance 09/30/2011 through 03/31/2014
8. Type of Agreement <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other		9. Authority 42 USC 6321 42 USC 7101			10. Purchase Request or Funding Document No. 13EE003377		
11. Remittance Address EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: MEGHAN K. MCPHERSON 4 CHENELL DRIVE CONCORD NH 033018521				12. Total Amount Govt. Share: \$379,330.00 Cost Share : \$78,167.00 Total : \$457,497.00		13. Funds Obligated This action: \$0.00 Total : \$379,330.00	
14. Principal Investigator Karen Cramton Phone: 603-271-8341		15. Program Manager Priya Swamy Phone: 202-287-1875			16. Administrator Golden Field Office U.S. Department of Energy Golden Field Office 1617 Cole Blvd. Golden CO 80401-3393		
17. Submit Payment Requests To				18. Paying Office Payment - Direct Payment from U.S. Dept of Treasury		19. Submit Reports To See Attachment 3 Reporting Checklist	
20. Accounting and Appropriation Data 2011 SEP Competitive Grants							
21. Research Title and/or Description of Project DEVELOPMENT AND IMPLEMENTATION OF AN ENERGY EFFICIENCY GOAL FOR THE STATE OF NEW HAMPSHIRE							
For the Recipient				For the United States of America			
22. Signature of Person Authorized to Sign				25. Signature of Grants/Agreements Officer Signature on File			
23. Name and Title		24. Date Signed		26. Name of Officer Robert D. Kingsley		27. Date Signed 07/16/2013	



MARGARET WOOD HASSAN
GOVERNOR

STATE OF NEW HAMPSHIRE
OFFICE OF ENERGY AND PLANNING
107 Pleasant Street, Johnson Hall
Concord, NH 03301-3834
Telephone: (603) 271-2155
Fax: (603) 271-2615



www.nh.gov/oep

January 9, 2013

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

M. J. Wallner 2/1/13
Approved by Fiscal Committee Date

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

Approval by the Governor
and Council on 02-20-13
Agenda Item 2

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to **RETROACTIVELY AMEND** Fiscal Item #11-307 approved by the Legislative Fiscal Committee on October 28, 2011 and Governor and Executive Council on October 26, 2011, Item #11(2), by extending the performance period of the competitive State Energy Programs (SEP) Energy Efficiency Resource Standard (EERS) from the original end date of September 29, 2012 to June 30, 2013, upon Joint Fiscal Committee and Governor and Council approval. No additional funding is involved in this time extension request. 100% Federal Funds (SEP – Department of Energy)

EXPLANATION

This grant will allow OEP and its State partners to develop and implement a statewide plan that will focus on assessing the economic feasibility of increasing investment in energy efficiency through the adoption of EERS and other policy mechanisms. By promoting energy efficiency, this effort will reduce the state's reliance on imported energy, and manage energy costs for New Hampshire residents, businesses, and public entities.

This request is retroactive due to OEP not receiving documentation of the grant extension from the Department of Energy until December 7, 2012.

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

Respectfully Submitted,

Joanne Cassulo
Joanne Cassulo
Interim Director



JOHN H. LYNCH
GOVERNOR

STATE OF NEW HAMPSHIRE
OFFICE OF ENERGY AND PLANNING
4 Chenell Drive
Concord, NH 03301-8501
Telephone: (603) 271-2155
Fax: (603) 271-2615



www.nh.gov/oep

October 7, 2011

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, NH 03301

Approval by the Governor
and Council on 10-26-11
Agenda Item 11

REQUESTED ACTION

1) Pursuant to RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to accept and expend federal grant funds in the amount of \$95,646.00 from the US Department of Energy for the State Energy Programs (SEP formula) grant, effective upon Joint Fiscal Committee and Governor and Council approval through June 30, 2012. 100% Federal Funds.

These funds should be budgeted as follows, with the authority to adjust encumbrances and appropriations across State Fiscal years with Budget Office approval as needed and justified:

01-02-02-024010-65100000 FY 2012 State Energy Programs				
Source of Funds				
Class	Description	Current Budget	Incr/(Decr)	Modified Bgt #1
000-404590	Federal Funds	134,073.00	95,646.00	229,719.00
Totals		134,073.00	95,646.00	229,719.00

Class	Description	Current Budget	Incr/(Decr)	Modified Bgt #1
016-500141	Personal Serv.-Non-Classified	53,734.00		53,734.00
020-500236	Current Expenses	300.00	500.00	800.00
026-500251	Organizational Dues	3,300.00	5,800.00	9,100.00
030-500310	Equipment	350.00	150.00	500.00
039-500188	Telecommunications	1,000.00		1,000.00
041-500801	Audit Fund Set Aside	134.00	96.00	230.00
042-500620	Additional Fringe Benefits	6,131.00		6,131.00
049-500420	Transfers to Other State Agencies	14,100.00	14,000.00	28,100.00
060-500601	Benefits	27,524.00		27,524.00

070-500704	In-State Travel Reimbursement	500.00	100.00	600.00
080-500710	Out-of-State Travel Reimb	6,900.00		6,900.00
102-500731	Contracts for Program Services	20,100.00	75,000.00	95,100.00
Totals		134,073.00	95,646.00	229,719.00

2) Pursuant to RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to accept and expend federal grant funds in the amount of \$305,405.00 from the US Department of Energy for the competitive State Energy Programs Energy Efficiency Resource Standard grant, effective upon Joint Fiscal Committee and Governor and Council approval through September 29, 2012. 100% Federal Funds.

These funds should be budgeted as follows, with the authority to adjust encumbrances and appropriations across State Fiscal years with Budget Office approval as needed and justified:

01-02-02-024010-65100000 FY 2012 State Energy Programs				
Source of Funds				
Class	Description	Modified Bgt #1	Incr/(Decr)	Modified Bgt #2
000-404590	Federal Funds	229,719.00	305,405.00	535,124.00
Totals		229,719.00	305,405.00	535,124.00

Class	Description	Modified Bgt #1	Incr/(Decr)	Modified Bgt #2
016-500141	Personal Serv.-Non-Classified	53,734.00		53,734.00
020-500236	Current Expenses	800.00	1,600.00	2,400.00
026-500251	Organizational Dues	9,100.00		9,100.00
030-500310	Equipment	500.00		500.00
039-500188	Telecommunications	1,000.00		1,000.00
041-500801	Audit Fund Set Aside	230.00	305.00	535.00
042-500620	Additional Fringe Benefits	6,131.00		6,131.00
049-500420	Transfers to Other State Agencies	28,100.00		28,100.00
060-500601	Benefits	27,524.00		27,524.00
070-500704	In-State Travel Reimbursement	600.00	500.00	1,100.00
080-500710	Out-of-State Travel Reimb	6,900.00	3,000.00	9,900.00
102-500731	Contracts for Program Services	95,100.00	300,000.00	395,100.00
Totals		229,719.00	305,405.00	535,124.00

EXPLANATION

For Item #1 above, the Office of Energy and Planning is responsible for administering New Hampshire's SEP formula grant. The amount allocated to New Hampshire for Program Year 2012 exceeds what is in the State Budget; consequently, OEP is respectfully requesting permission to accept and expend a portion of these additional funds into its budget to meet the grant's objectives.

Funds are requested for the following purposes:

Class 020 - Current Expenses

To fund additional supplies needed due to the increased scope of work required for this grant

Class 026 - Organizational Dues	To pay for CONEG (Coalition of Northeast Governors) dues
Class 030 - Equipment	To pay for a scanner, which will allow for more efficient transfer of information and documentation
Class 041 - Audit Set-Aside	To cover 0.1% of the award for audit set-aside
Class 049 - Transfers to Other State Agencies	To fund an MOA with Department of Environmental Services to continue work on increasing the use of alternative fuels such as compressed natural gas
Class 070 - In-State Travel	To fund additional travel needed due to the increased scope of work required for this grant
Class 102 - Contracts for Program Services	To further energy education and public outreach efforts, energy tracking, and policy, planning and energy assurance and security issues

For Item #2 above, the Office of Energy and Planning applied for and was awarded a competitive SEP grant on September 20, 2011. OEP did not anticipate at the time the FY12/13 budget was developed that it would receive these funds, and is therefore requesting that these funds be added to its budget now. This grant will allow OEP to lead a stakeholder process and engage experts in energy efficiency financing, measurement and verification to develop a specific and realistic goal for total energy efficiency savings from electric and gas utility programs, as well as from non-ratepayer funded sources. This effort will reduce the state's reliance on imported energy, and manage energy costs for the state's residents, businesses, and public entities.

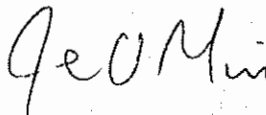
Funds are requested for the following purposes:

Class 020 - Current Expenses	To fund supplies needed to perform the work required for this grant
Class 041 - Audit Set-Aside	To cover 0.1% of the award for audit set-aside
Class 070 - In-State Travel	To fund travel needed to perform the work required for this grant
Class 080 - Out of State Travel	To fund travel to conferences on Energy Efficiency (American Council for an Energy-Efficient Economy, etc.)
Class 102 - Contracts for Program Services	To fund endeavors that assist with the development of energy efficiency models, outreach and facilitation of stakeholders

Additional Indirect Costs and Fringe Benefits have not been budgeted in this request as the amount previously budgeted is sufficient to cover all indirect and fringe benefit costs associated with these funds.

In the event that the Federal funds become no longer available, General Funds will not be requested to support these programs.

Respectfully Submitted,



Joanne O. Morin
Director

JOM/JC/DMR:dmr
Enclosure

Fiscal 10/28/11
G&C 11/09/11

FISCAL SITUATION
 State Energy Programs
 010-002-6510-000
 FY 2012

10/07/11

<u>Funding Information</u>	<u>Grant Award</u>	<u>Grant Period</u>	<u>Fed Award Amount</u>	<u>Expended thru FY11</u>	<u>Funding Authorization Remaining</u>	<u>Date of Notification</u>
SEP PY 09	R130472	07/01/08 - 06/30/09	280,000.00	241,317.60	38,682.40	06/27/08
SEP PY 10	R130472	07/01/09 - 06/30/10	212,000.00	181,543.78	30,456.22	06/30/10
SEP PY 11	R130472	07/01/10 - 06/30/11	212,000.00	163,328.46	48,671.54	01/18/11
SEP PY 12	R130472	07/01/11 - 06/30/12	329,000.00	0.00	329,000.00	09/23/11
Competitive SEP - EERS	DE-EE0005463	09/30/11 - 09/29/12	379,330.00	0.00	379,330.00	09/20/11
SHOPR 11	DE-FC01-06EI38102	08/08/10 - 08/07/11	13,500.00	13,025.08	474.92	07/17/06
SHOPP 12	DE-EI0000930	09/15/11 - 09/14/12	13,500.00	0.00	13,500.00	09/15/11
Total			1,439,330.00	599,214.92	840,115.08	
less: FY12 Budget Authorization					134,073.00	
less: FY12 Bal Forward					13,487.76	
less: SEP grant in Org 6400					106,169.02	
less: SEP grant in Org 6570					15,841.87	
less: SHOPP grant in Org 6400					2,355.15	
Available for Budgeting					568,188.28	
Requested Action #1					95,646.00	
Requested Action #2					305,405.00	
Balance to be Budgeted at a later time					167,137.28	

ASSISTANCE AGREEMENT

1. Award No. DE-EE0005463		2. Modification No. 003		3. Effective Date 09/30/2011		4. CFDA No. 81.119	
5. Awarded To EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: WENDY P. GILMAN 107 PLEASANT STREET JOHNSON HALL CONCORD NH 033013852				6. Sponsoring Office Energy Effcy & Renewable Energy			7. Period of Performance 09/30/2011 through 06/30/2013
8. Type of Agreement <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other		9. Authority 42 USC 6321 42 USC 7101			10. Purchase Request or Funding Document No. 13EE000097		
11. Remittance Address EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: MEGHAN K. MCPHERSON 4 CHENELL DRIVE CONCORD NH 033018521				12. Total Amount Govt. Share: \$379,330.00 Cost Share : \$78,167.00 Total : \$457,497.00		13. Funds Obligated This action: \$0.00 Total : \$379,330.00	
14. Principal Investigator Jan Thorne Phone: 603-271-1715		15. Program Manager Priya Swamy Phone: 202-287-1875			16. Administrator Golden Field Office U.S. Department of Energy Golden Field Office 1617 Cole Blvd. Golden CO 80401-3393		
17. Submit Payment Requests To			18. Paying Office Payment - Direct Payment from U.S. Dept of Treasury			19. Submit Reports To See Attachment 3 Reporting Checklist	
20. Accounting and Appropriation Data 2011 SEP Competitive Grants							
21. Research Title and/or Description of Project DEVELOPMENT AND IMPLEMENTATION OF AN ENERGY EFFICIENCY GOAL FOR THE STATE OF NEW HAMPSHIRE							
For the Recipient				For the United States of America			
22. Signature of Person Authorized to Sign				25. Signature of Grants/Agreements Officer Signature on File			
23. Name and Title		24. Date Signed		26. Name of Officer Robert D. Kingsley		27. Date Signed 12/07/2012	

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

DE-EE0005463/003

PAGE OF

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E OF OFFEROR OR CONTRACTOR

EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHIRE

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>DUNS Number: 033099933</p> <p>The purposes of this modification are to:</p> <p>1) Extend the Budget Period 1 end date to 06/30/2013;</p> <p>2) Delete the Special Terms and Conditions from the prior modification and replace them with the Special Terms and Conditions found in this modification. Restrictions still applicable to the award are specified in the Payment Procedures, Cost Matching, Continuation Application, Funding of Budget Period, and Subcontract Approvals provisions; and</p> <p>3) Update the Recipient Business Officer and Principal Investigator as shown below.</p> <p>All other terms and conditions remain unchanged.</p> <p>In Block 7 of the Assistance Agreement, the Period of Performance has been updated and reflects the beginning of the project through the end of the current Budget Period, shown as 09/30/2011 through 06/30/2013. For multiple Budget Periods, see Special Terms and Conditions, Provision 4, "Award Project Period and Budget Periods."</p> <p>In the event that the Recipient does not submit a continuation application for subsequent Budget Periods, or DOE disapproves a continuation application for subsequent Budget Periods, the maximum DOE liability to the Recipient is the funds that are available for the current approved Budget Period. In such event, DOE reserves the right to deobligate any remaining funds.</p> <p>DOE Award Administrator: Debbie Reynolds E-mail: debbie.reynolds@go.doe.gov Phone: 720-356-1764</p> <p>DOE Project Officer: Priya Swamy E-mail: priya.swamy@ee.doe.gov Phone: 202-287-1875</p> <p>Recipient Business Officer: Barbara Shea E-mail: barbara.shea@nh.gov Phone: 603-271-2723</p> <p>Continued ...</p>				

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
DE-EE0005463/003

PAGE OF
3 | 3

OFFEROR OR CONTRACTOR

EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHIRE

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Recipient Principal Investigator: Susan Thorne E-mail: susan.thorne@nh.gov Phone: 603-271-1715</p> <p>"Electronic signature or signatures as used in this document means a method of signing an electronic message that-- (A) Identifies and authenticates a particular person as the source of the electronic message; (B) Indicates such person's approval of the information contained in the electronic message; and, (C) Submission via FedConnect constitutes electronically signed documents."</p> <p>ASAP: Yes Extent Competed: COMPETED Davis-Bacon Act: NO Fund: 05450 Appr Year: 2011 Allottee: 31 Report Entity: 200835 Object Class: 41000 Program: 1004902 Project: 0000000 WFO: 0000000 Local Use: 0000000</p>				



STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
DIVISION of PARKS and RECREATION

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856
PHONE: (603) 271-3556 FAX: (603) 271-3553 E-MAIL: nhparks@dred.state.nh.us
WEB: www.nhstateparks.org

August 20, 2013

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
and
Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the Department of Resources and Economic Development, Division of Parks and Recreation, Bureau of Historic Sites to **RETROACTIVELY** budget and expend an Economic Development Initiative-Special Project (EDI-SP) grant #B-08-SP-NH-0658 from the US Department of Housing and Urban Development (HUD) in the amount of \$205,800 for restoration work at the Robert Frost Farm in Derry, NH upon Fiscal Committee and Governor and Executive Council approval from July 1, 2013 through June 30, 2015. The original request was approved by the Fiscal Committee on January 20, 2012, FIS #12-027, and by the Governor and Executive Council on January 25, 2012, Item #38. 100% Federal Funds

Funding to be budgeted in account titled, Congress Consolidated Appropriations Act, 2008, as follows with authority to adjust encumbrances and appropriations between each of the State fiscal years through the Budget Office if needed and justified.

03-35-35-350010-90860000 Congress Consolidated Appropriations Act, 2008

		2014	2015
		<u>Requested</u>	<u>Requested</u>
		<u>Budget</u>	<u>Budget</u>
000-407994	Federal Funds	(130,206)	(75,594)
040-500800	Indirect Costs	5,934	3,903
041-500801	Audit Fund Set Aside	124	82
103-500736	Contracts for Op Services	124,148	71,609
	Total:	<u>130,206</u>	<u>75,594</u>

EXPLANATION

The Grant Agreement and the HUD 1044 Assistance Award/Amendment form was signed by HUD in mid-June 2010 and, based upon the grant award instructions, is to be considered the effective date of the grant award with a deadline for expenditure within 5 years. At that time however a request to budget the funding in FY 2011 was delayed by the Department due to being unable to provide the appropriate project oversight. In January 2012, approval was received from the Fiscal Committee and Governor and Executive Council based on the Department's expectation that the restoration work could be completed by June 30, 2013. Unfortunately, the Department was once again unable to complete the work and must



request approval to budget the funding under FY 2014 and FY 2015 in order to fulfill the requirements of the grant award prior to the funding being lost to the Department completely.

The EDI-SP grant is to provide restoration work at the Robert Frost Farm which includes: repairs to the stone foundation of the ell and barn; adding low tech environmental controls to the current heating plant at the main house; custom building and installing period wooden and ultra-violet protective storm windows for the entire house; bringing the electrical system up to code in the main house; repairs to the plastered walls and ceilings throughout the main house; improvements to the sites bathroom facilities; and painting (inside and outside) of the house, ell and barn.

The following appropriations are being requested for Fiscal Year 2014 and 2015:

Class 040 – Indirect Costs - \$9,837, amount needed to cover the indirect cost rate (4.78%);

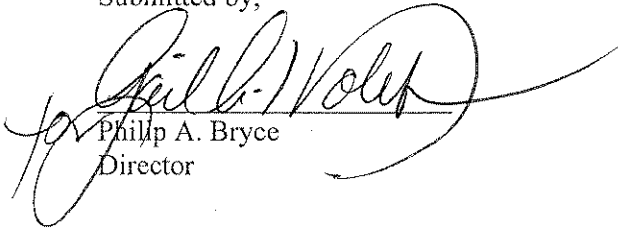
Class 041 – Audit Fund Set Aside - \$206, amount needed to cover the audit fund set aside percentage (.001); and

Class 103 - Contracts for Op Services – \$195,757, amount needed to enter into contracts for restoration work as described above.

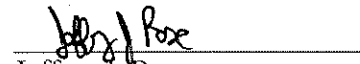
With fiscal year-end closing and a new budget enacted, the Department overlooked the need to secure approval to extend this funding. Consequently retroactive approval is requested to correct this oversight.

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

Submitted by,


Philip A. Bryce
Director

Concurred,

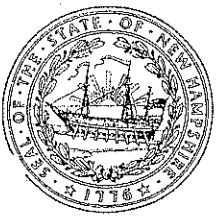

Jeffrey J. Rose
Commissioner

State of New Hampshire
Department of Resources and Economic Development
Bureau of Historic Sites

FISCAL SITUATION

03-35-35-350010-90860000
Congress Consolidated Appropriations Act, 2008

Budget Request for FY 2014	\$130,206
Budget Request for FY 2015	\$75,594
<hr/> Total EDI-SP Grant Appropriation	<hr/> \$205,800



b/c Item #38 1/25/12

STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
OFFICE of the COMMISSIONER

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

GEORGE M. BALD
Commissioner

603-271-2411
FAX: 603-271-2629
george.bald@dred.state.nh.us

December 29, 2011

Representative Ken Weyler, Chairman
Fiscal Committee of the General Court
and
His Excellency, Governor John H. Lynch
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the Department of Resources and Economic Development, Division of Parks and Recreation, Bureau of Historic Sites to accept and expend an Economic Development Initiative-Special Project (EDI-SP) grant #B-08-SP-NH-0658 from the US Department of Housing and Urban Development (HUD) in the amount of \$205,800 for restoration work at the Robert Frost Farm in Derry, NH upon Fiscal Committee and Governor and Executive Council approval through June 30, 2013. 100% Federal Funds

Funding to be budgeted in account titled, Congress Consolidated Appropriations Act, 2008, as follows with authority to adjust encumbrances and appropriations between each of the State fiscal years through the Budget Office if needed and justified.

03-35-35-350010-90860000 Congress Consolidated Appropriations Act, 2008

		2012 Requested <u>Budget</u>	2013 Requested <u>Budget</u>
000-407994	Federal Funds	(56,080)	(149,720)
020-500249	Current Expenses	1,000	1,000
040-500800	Indirect Costs	6,030	7,204
041-500801	Audit Fund Set Aside	50	150
103-500736	Contracts for Op Services	49,000	141,366
Total:		56,080	149,720

EXPLANATION

The Grant Agreement and the HUD 1044 Assistance Award/Amendment form was signed by HUD in mid-June 2010 and, based upon the grant award instructions, is to be considered the effective date of the grant award with a deadline for obligation within the first 3 years and for expenditure within 5 years. At that time however a request to budget the funding for FY 2011 was delayed by the Department due to being unable to provide the appropriate project oversight. We are now prepared to move forward in order to fulfill the requirements of the grant award prior to the deadlines.

The EDI-SP grant is to provide restoration work at the Robert Frost Farm which includes: repairs to the stone foundation of the ell and barn; adding low tech environmental controls to the current heating plant

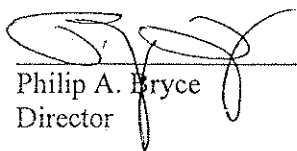
at the main house; custom building and installing period wooden and ultra-violet protective storm windows for the entire house; bringing the electrical system up to code in the main house; repairs to the plastered walls and ceilings throughout the main house; improvements to the sites bathroom facilities; and painting (inside and outside) of the house, ell and barn.

The following appropriations are being requested for Fiscal Year 2012 and 2013:

- Class 020 – Current Expenses - \$2,000, amount needed for miscellaneous expenses;
- Class 040 – Indirect Costs - \$13,234, amount needed to cover the indirect cost rate;
- Class 041 – Audit Fund Set Aside - \$200, amount needed to cover the audit fund set aside percentage (.001); and
- Class 103 - Contracts for Op Services – \$190,366, amount needed to enter into contracts for restoration work as described above.

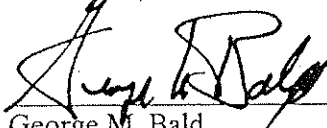
In the event that Federal Funds are no longer available, General Funds will not be requested to continue support of this program.

Submitted by,



Philip A. Bryce
Director

Concurred,



George M. Bald
Commissioner

State of New Hampshire
Department of Resources and Economic Development
Bureau of Historic Sites

FISCAL SITUATION

03-35-35-350010-90860000
Congress Consolidated Appropriations Act, 2008

Budget Request for FY 2012	\$56,080
Budget Request for FY 2013	\$149,720
<hr/> Total EDI-SP Grant Appropriation	<hr/> \$205,800

1. Assistance Instrument <input type="checkbox"/> Cooperative Agreement <input checked="" type="checkbox"/> Grant		2. Type of Action <input checked="" type="checkbox"/> Award <input type="checkbox"/> Amendment																	
3. Instrument Number SP-NH-0658	4. Amendment Number	5. Effective Date of this Action	6. Control Number																
7. Name and Address of Recipient New Hampshire Division of Parks and Recreation 172 Pembroke Road Concord, NH 03302-1856 EIN: 02-6000618		8. HUD Administering Office CPD, EDI Special Project Division 451 7th Street, SW, Rm 7146 Washington, DC 20410-7000																	
10. Recipient Project Manager Benjamin Holmes Wilson		9. HUD Government Technical Representative Katrezza L. Gamer 202-402-4701																	
11. Assistance Arrangement <input type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Cost Sharing <input checked="" type="checkbox"/> Fixed Price		12. Payment Method <input type="checkbox"/> Treasury Check Reimbursement <input type="checkbox"/> Advance Check <input checked="" type="checkbox"/> Automated Clearinghouse																	
13. HUD Payment Office Chief Financial Officer		15. HUD Accounting and Appropriation Data																	
4. Assistance Amount		15a. Appropriation Number	15b. Reservation Number EID 08																
<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td>Previous HUD Amount</td><td></td></tr> <tr><td>HUD Amount this Action</td><td style="text-align: right;">\$205,800.00</td></tr> <tr><td>Total HUD Amount</td><td style="text-align: right;">\$205,800.00</td></tr> <tr><td>Recipient Amount</td><td></td></tr> <tr><td>Total Instrument Amount</td><td style="text-align: right;">\$205,800.00</td></tr> </table>		Previous HUD Amount		HUD Amount this Action	\$205,800.00	Total HUD Amount	\$205,800.00	Recipient Amount		Total Instrument Amount	\$205,800.00	<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td>Amount Previously Obligated</td><td></td></tr> <tr><td>Obligation by this Action</td><td style="text-align: right;">\$205,800.00</td></tr> <tr><td>Total Obligation</td><td style="text-align: right;">\$205,800.00</td></tr> </table>		Amount Previously Obligated		Obligation by this Action	\$205,800.00	Total Obligation	\$205,800.00
Previous HUD Amount																			
HUD Amount this Action	\$205,800.00																		
Total HUD Amount	\$205,800.00																		
Recipient Amount																			
Total Instrument Amount	\$205,800.00																		
Amount Previously Obligated																			
Obligation by this Action	\$205,800.00																		
Total Obligation	\$205,800.00																		

3. Description
Robert Frost Fam, Derry, New Hampshire, for reconstruction

This award consists of the following items which are appended to and hereby made part of this Award:

- (A) Cover Page - HUD 1044
- (B) Grant Agreement

Special Conditions:

Please contact Theresa Fretwell - HUD Area Environmental Officer at 212-264-2885, Therese_J_Fretwell@hud.gov concerning environmental review. NO FUNDS may be committed to the project or drawn down prior to environmental release of funds approval.

<input checked="" type="checkbox"/> Recipient is required to sign and return three (3) copies of this document to the HUD Administering Office.		18. <input type="checkbox"/> Recipient is not required to sign this document.	
Recipient (By Name): George M. Bald		20. HUD (By Name): Robert Duncan	
nature & Title: Commissioner	Date: 5/7/10	Signature and Title: ADAS for Economic Development	Date: 6/18/2010

*2/10 - original Diana Sun Office
cc'd Ben Wilson*

GRANT AGREEMENT

This Grant Agreement between the Department of Housing and Urban Development (HUD) and New Hampshire Division of Parks and Recreation (the Grantee) is made pursuant to the authority of Public Law 110-161 (Consolidated Appropriations Act, 2008) and a listing of certain specific Economic Development Initiative Special Projects specified in the Congressional Record of December 17, 2007. The amount shown below is 98.00% of the amount specified in the Congressional Record of December 17, 2007, because of a 2.00% reduction mandated by the Act. The Grantee's application, as may be amended by the provisions of this Grant Agreement, is hereby incorporated into this Agreement.

In reliance upon and in consideration of the mutual representations and obligations hereunder, HUD and the Grantee agree as follows:

Subject to the provisions of the Grant Agreement, HUD will make grant funds in the amount of \$205,800 available to the Grantee.

The Grantee agrees to abide by the following:

ARTICLE I. HUD Requirements.

The Grantee agrees to comply with the following requirements for which HUD has enforcement responsibility.

A. The grant funds will only be used for activities described in the application, which is incorporated by reference and made part of this Agreement as may be modified by Article VII (A) of this Grant Agreement.

B. EQUAL OPPORTUNITY REQUIREMENTS

The grant funds must be made available in accordance with the following:

1. For projects involving housing, the requirements of the Fair Housing Act (42 U.S.C. 3601-20) and implementing regulations at 24 CFR Part 100; Executive Order 11063 (Equal Opportunity in Housing) and implementing regulations at 24 CFR Part 107.
2. The requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) (Nondiscrimination in Federally Assisted Programs) and implementing regulations issued at 24 CFR Part 1.
3. The prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and implementing regulations at 24 CFR Part 146, and the prohibitions against discrimination against handicapped individuals under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR Part 8.

4. The requirements of 24 CFR 5.105(a) regarding equal opportunity as well as the requirements of Executive Order 11246 (Equal Employment Opportunity) and the implementing regulations issued at 41 CFR Chapter 60.
5. For those grants funding construction covered by 24 CFR 135, the requirements of section 3 of the Housing and Urban Development Act of 1968, (12 U.S.C. 1701u) which requires that economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, be given to low- and very low-income persons and to businesses that provide economic opportunities for these persons.
6. The requirements of Executive Orders 11625 and 12432 (concerning Minority Business Enterprise), and 12138 concerning Women's Business Enterprise). Consistent with HUD's responsibilities under these Orders, the Grantee must make efforts to encourage the use of minority and women's business enterprises in connection with grant funded activities. See 24 CFR Part 85.36(e), which describes actions to be taken by the Grantee to assure that minority business enterprises and women business enterprises are used when possible in the procurement of property and services.
7. Where applicable, Grantee shall maintain records of its efforts to comply with the requirements cited in Paragraphs 5 and 6 above.

C. ENVIRONMENTAL REVIEW REQUIREMENTS.

1. If the Grantee is a unit of general local government, a State, an Indian Tribe, or an Alaskan Native Village, the Grantee agrees to assume all of the responsibilities for environmental review and decision-making and actions, as specified and required in regulations issued by the Secretary pursuant to the Multifamily Housing Property Disposition Reform Act of 1994 and published in 24 CFR Part 58.
2. If the Grantee is a housing authority, redevelopment agency, academic institution, hospital, or other non-profit organization, the Grantee shall request the unit of general local government, Indian Tribe, or Alaskan Native Village, within which the project is located and which exercises land use responsibility, to assume all of the responsibilities for environmental review and decision-making as specified in paragraph C.1 above, and the Grantee shall carry out all of the responsibilities of a recipient under 24 CFR Part 58.

- D. Administrative requirements of OMB Circular A-133 "Audits of States, Local governments and Non-Profit Organizations."
- E. For State and Local Governments, the Administrative requirements of 24 CFR Part 85, including the procurement requirements of 24 CFR Part 85.36, and the requirements of OMB Circular A-87 regarding Cost Principles for State and Local Governments. For Non-Profits, the Administrative requirements of 24 CFR Part 84, including the procurement requirements of 24 CFR Part 84.40, and OMB Circular A-122 regarding Cost Principles for Non-Profit Institutions. For Institutions of Higher Education the applicable OMB Circular regarding Cost Principles is A-21.
- F. The regulations at 24 CFR Part 87, related to lobbying, including the requirement that the Grantee obtain certifications and disclosures from all covered persons.
- G. The regulations at 24 CFR Part 21, regarding requirements for Drug- Free Workplace.
- H. The Uniform Relocation Act as implemented by regulations at 49 CFR Part 24.
- I. The Grantee will comply with all accessibility requirements under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR Part 8, where applicable.
- J. The regulations at 24 CFR Part 35, where applicable, regarding Lead-Based Paint Poisoning Prevention in Certain Residential Structures.
- K. The regulations at 24 CFR Part 5.109, where applicable, regarding Equal Participation of Religious Organizations in HUD Programs and Activities.

ARTICLE II. Conditions Precedent to Draw Down.

The Grantee may not draw down grant funds until the following actions have taken place:

- A. The Grantee has received and approved any certifications and disclosures required by 24 CFR 87.100 concerning lobbying.
- B. Any other conditions listed in Article VII (C) of this Grant Agreement.

ARTICLE III. Draw Downs.

- A. A request by the Grantee to draw down grant funds under the Voice Response Access system or any other payment system constitutes a representation by the Grantee that it and all participating parties are complying with the terms of this Grant Agreement.

- B. The Grantee will be paid on an advance basis provided that the Grantee minimizes the time elapsing between transfer of the grant funds and disbursement for project purposes and otherwise follows the requirements of 24 CFR Part 85 or Part 84 and Treasury Circular 1075 (31 CFR Part 205).
- C. Before the Grant Agreement is signed, the Grantee may incur cost for activities which are exempt from environmental review under 24 CFR Part 58 and may charge the costs to the grant.

ARTICLE IV. Progress Reports.

- A. The Grantee shall submit to the Grant Officer a progress report every six months after the effective date of the Grant Agreement. Progress reports shall consist of (1) a narrative of work accomplished during the reporting period and (2) a completed Financial Status Report - Form 269 A.

HUD may require additional information or increased frequency of reporting as described in Article VII (C).

- B. The performance reports must contain the information required under 24 CFR Part 85.40(b) (2) or 24 CFR Part 84.51(a), as applicable including a comparison of actual accomplishment to the objectives indicated in the approved application, the reasons for slippage if established objectives were not met, and additional pertinent information including explanation of significant cost overruns.
- C. No grant drawdowns will be approved for projects with overdue progress reports.

ARTICLE V. Project Close-out.

- A. The grantee shall submit to the Grant Officer a written request to close-out the grant 30 days after the grantee has drawn down all funds and completed the activities described in the application, as may be amended. The final report shall consist of (1) a narrative of all work accomplished during the project period and (2) a completed Financial Status Report - Form 269 A covering the entire project period.

HUD will then send the Close-out Agreement and Close-out Certification to the Grantee. At HUD's option, the Grantee may delay initiation of project close-out until the resolution of any HUD monitoring findings. If HUD exercises this option the Grantee must promptly resolve the findings.

- B. The Grantee recognizes that the close-out process may entail a review by HUD to determine compliance with the Grant Agreement by the Grantee and all participating parties. The Grantee agrees to cooperate with any review in any way possible, including making available records requested by HUD and the project for on-site HUD inspection.

C. The Grantee shall provide to HUD the following documentation:

1. A Certification of Project Completion.
2. A Grant Close-out Agreement.
3. A final financial report giving the amount and types of project costs charged to the grant (that meet the allowability and allocability requirements of OMB Circular A-122, A-87 or A-21 as applicable, including the "necessary and reasonable" standard); a certification of the costs; and the amounts and sources of other project funds.
4. A final performance report providing a comparison of actual accomplishments with each of the project commitments and objectives in the approved application, the reasons for slippage if established objectives were not met and additional pertinent information including explanation of significant cost overruns.

D. The Grantee agrees that the grant funds are allowable only to the extent that the project costs, meeting the standard of OMB Circular A-122, A-87 or A-21 as applicable, equal the grant amount plus other sources of project funds provided.

E. When HUD has determined that the grant funds are allowable, the activities were completed as described by the Grant Agreement, and all Federal requirements were satisfied, HUD and the Grantee will sign the Close-out Agreement and Close-out Certificate.

F. The Close-out Agreement will include the Grantee's Agreement to abide by any continuing federal requirements.

ARTICLE VI. Default.

A default under this Grant Agreement shall consist of using grant funds for a purpose other than as authorized by this Agreement, any noncompliance with legislative, regulatory, or other requirements applicable to the Agreement, any other material breach of this Agreement, or any material misrepresentation in the application submissions.

ARTICLE VII. Additional Provisions.

A. Project Description. The project is as described in the application with the following changes:

B. Changes or Clarification to the Application Related to Participating Parties:
The Administrative Agent if any:

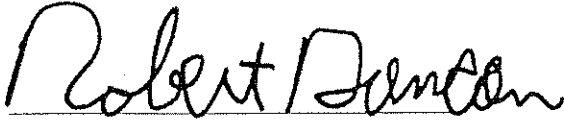
C. Special Conditions:

The Consolidated Appropriations Act, 2008 provides that no funds made available under the Act may be used to support any Federal, State or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a public use. For purposes of this provision, public use shall not be construed to include economic development that primarily benefits private entities.

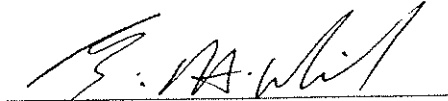
U.S. Department of Housing
and Urban Development

New Hampshire Division of Parks
and Recreation

Mr. Benjamin Holmes Wilson



Authorized Signature


Authorized Signature

Robert Duncan
Associate Deputy Assistant Secretary
for Economic Development

Benjamin H. Wilson
Title Bureau of Historic sites

6/18/2010
Date

6-2-10
Date



**U.S. Department of Housing and Urban Development
Community Planning and Development
Congressional Grants Division
Economic Development Initiative-Special Projects Grants**

GRANT AWARD INSTRUCTIONS

Congratulations on the award of your Economic Development Initiative-Special Project (EDI-SP) grant. The Department of Housing and Urban Development (HUD) looks forward to working with you on your project.

This document provides all of the instructions you will need to receive and access your EDI-SP grant funds. The EDI-SP grant funds will be wire transferred directly from the U.S. Department of Treasury into your bank account on an as needed basis. HUD suggests that you carefully review all of the instructions in this document and distribute these instructions to all staff that will access your organization's EDI-SP grant funds. HUD's Congressional Grants Division (CGD) in Washington, D.C. administers your EDI-SP grant. All correspondence regarding this grant, except where instructed, should be sent to the CGD at the following address:

**U.S. Department of Housing and Urban Development
Community Planning and Development
Congressional Grants Division
451 Seventh Street, SW, Room 7146
Washington, D.C. 20410**

The telephone number for the Congressional Grants Division is (202) 708-3773. This is not a toll-free call. Please ask to speak to the Grant Officer assigned to your state when calling the CGD and be prepared to provide your EDI-SP grant number.

You can find additional forms and instructions on the Congressional Grants Division webpage at: <http://www.hud.gov/offices/cpd/economicdevelopment/programs/congressional>.

Enclosed with this document are the forms you will need to set up your EDI-SP grant account. These forms include:

1. Line of Credit Control System (LOCCS) Voice Response Access Authorization Form (HUD-27054).
2. Direct Deposit Sign-up Form (SF-1199A).
3. Request Voucher for Grant Payment (HUD-27053).
4. Federal Financial Report (SF-425).
5. Change of Address Request (HUD-27056).

I). FREQUENTLY ASKED QUESTIONS ABOUT EDI-SP GRANTS

1. WHAT DOCUMENTS ARE REQUIRED TO ACCESS EDI-SP GRANT FUNDS?

ANSWER: Once you have submitted your application and received approval of the grant from HUD, you will receive an approval package consisting of grant agreements, assistance/award forms, a direct deposit sign up form and a LOCCS Access Authorization form. The grant agreements and assistance award forms must be signed, dated and returned to the Congressional Grants Division, along with the direct deposit sign-up form and a cancelled or voided check that indicates your bank's ABA number. The LOCCS Access Authorization form must be completed and returned to the Washington, DC address at the top of the form. Further detailed instructions for accessing the Line of Credit Control System (LOCCS) are provided in Section II.

2. WHAT ARE THE ENVIRONMENTAL REVIEW REQUIREMENTS FOR THIS GRANT AND WHEN SHOULD AN APPLICANT BEGIN THE ENVIRONMENTAL REVIEW PROCESS?

ANSWER: An environmental review of the project associated with the grant must be completed before grant funds are committed or disbursed to the project. HUD cannot make funds available for activities that were undertaken prior to the environmental review and which would have required a review. Applicants are advised to begin the environmental review process as soon as possible. Ideally, the environmental review should occur while the application is under review by HUD. Your local HUD field office can provide more information about the required environmental review process. The HUD environmental officer for your grant can be also identified on the Division's web site at:

www.hud.gov/offices/cpd/economicdevelopment/programs/congressional.

3. WHAT IS THE PROCEDURE FOR A GRANTEE TO MAKE CHANGES TO THE APPROVED PROJECT, BUDGET AND/OR TIME LINE?

ANSWER: The applicant must submit a letter requesting revisions to the project, budget, and/or timeline for the project along with a justification for the proposed changes. Amendments to previously approved projects may also require a revision of the environmental review for the amended project.

4. IF A GRANTEE OR PROJECT IS AWARDED MORE THAN ONE EDI-SPECIAL PROJECT GRANT, CAN THE GRANT FUNDS BE COMBINED?

ANSWER: No. Each EDI-SP grant is a separate project and is processed separately.

5. **WHAT IS THE START OR "EFFECTIVE" DATE OF THE GRANT?**

ANSWER: The start or "effective" date for the EDI-SP grant is the date that HUD signs the Grant Agreement and the HUD 1044 Assistance Award/Amendment form.

6. **WHAT IS THE ENDING DATE?**

ANSWER: Most EDI-SP grants funds must be "obligated", (i.e. under contract), within the first three fiscal years of the appropriation (e.g., FY2009 grants must be obligated or under contract by the end of FY2011). Additionally, most EDI-SP grants funds must be expended within five years of the deadline for obligation (e.g. FY2009 grant funds remain available for expenditure until the end of FY2016). Please note that a fiscal year begins on October 1st of the previous calendar year and should be calculated accordingly (e.g. FY2009 begins on October 1, 2008 and ends on September 31, 2009). Any unobligated or unexpended grant funds that remain at the end of the deadlines are returned to the U.S. Department of Treasury. Both the obligation and expenditure deadlines are established by law and cannot be waived or extended by HUD.

7. **ARE THERE REPORTING REQUIREMENTS FOR THIS GRANT?**

ANSWER: Yes. Progress Reports are due on a semi-annual basis. They should be sent to the attention of the Grant Officer listed in Block 9 of the HUD Form 1044 "Assistance Award Amendment" and submitted to the following address:

U.S. Department of Housing and Urban Development
Community Planning and Development
Congressional Grants Division
451 7th Street, SW, Room 7146
Washington, D.C. 20410

You will be sent a reminder letter 30 days in advance of the Progress Report's due date. The report must consist of: 1) a narrative on the project's progress for the reporting time period; 2) a completed Standard Form 425 "Federal Financial Report" if funds have been expended during the reporting period and; 3) copies of HUD form 20753 "LOCCS VRS Request Voucher for Grant Payment", if you have drawn down funds from the LOCCS during the reporting time period.

8. **IS A PROGRESS REPORT REQUIRED IF NO ACTIVITY HAS TAKEN PLACE ON THE GRANT?**

ANSWER: Yes. The grantee should inform HUD in a narrative that no activity has taken place on the proposed activities and that no grant funds have been drawn down.

**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

FIS 13 186

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

August 19, 2013

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, VI, authorize the Department of Justice to **retroactively** amend Fiscal item #12-287, approved by the Fiscal Committee on September 14, 2012 and by the Governor and Council on October 3, 2012, item #22, by extending the end date from June 30, 2013 to a new end date of June 30, 2014 of a grant received from the US Department of Justice, Office for Victims of Crime designed to enhance and expand the services provided for the families of victims of homicide. This request is to be effective from July 1, 2013 to June 30, 2014 with date of the Fiscal Committee and Governor and Council approvals. 100% Federal Funds.

2. Upon approval of paragraph number one, and pursuant to RSA 14:30-a, VI, authorize the Department of Justice to **retroactively** accept and expend \$91,014 of the remaining grant to be used to enhance and expand the services provided for families of victims of homicide effective July 1, 2013 through June 30, 2014 with the date of the Fiscal Committee and Governor and Council approvals. 100 % Federal Funds.

These funds are to be budgeted in account #02-20-20-201510-5323, Department of Justice, Grants Administration, entitled "VW Homicide Victim Services" as follows:

<u>Class</u>	<u>Description</u>	SFY14 <u>Budget</u>
020-500200	Current Expense	\$13,801
030-500310	Equipment New Replace	\$3,000
038-500175	Technology-Software	\$0
040-500800	Indirect Costs	\$7,260
041-500801	Audit Fund Set Aside	\$91
042-500620	Post-Retirement Benefit	\$4,792
046-500464	Consultants	\$0
059-500117	Temp. Full Time Position	\$42,000
060-500612	Benefits	\$17,000
067-500559	Training of Providers	\$0
070-500704	In-State Travel	\$0
072-500575	Grants-Federal	\$0
080-500710	Out of State Travel	\$3,070
	Total	\$91,014
Source of Funds		\$91,014
Federal Funds Revenue Source 403685		

3. Contingent upon the approval of paragraph numbers one and two, and pursuant to RSA 124:15, authorize the Department of Justice to retroactively continue one (1) full-time temporary position within budget Class 059 (Full-Time Temporary), Program Specialist II, (LG 21) that will provide services and support to homicide victims' families for the period of July 1, 2013 to June 30, 2014 effective upon the Fiscal Committee and Governor and Council approvals through June 30, 2014. 100% Federal Funds.

EXPLANATION

This request is retroactive because the beginning date (July 1, 2013) associated with the request is in the new biennium. It has been the policy of the Fiscal Committee to act only on items within the current biennium. The federal grant was extended by USDOJ on May 13, 2013. As the biennium ended June 30, 2013, we did not seek Fiscal Committee approval beyond that date until the current biennium.

This grant was originally approved by the Fiscal Committee on August 29, 2009, item#09-284 and Governor and Council on September 9, 2009, item #23 with subsequent amendments approved by the Fiscal Committee on October 19, 2010, item #10-288 and by the Governor and Council on October 20, 2010, item #23, and Fiscal Committee on July 15, 2011, item #11-197 and Governor and Council on July 13, 2011, item #25.

The Department of Justice requests authorization to extend the grant awarded under the project title "OVC FY2009 Intensive Case Management for Family Members of Homicide Victims in Rural Areas" from the US Department of Justice. Extension of the federal end date of this project was approved on May 17, 2013. The approval of this request will allow the department to fully expend the grant funds and to fulfill the purpose of the grant. The budgeting of the prior year balance is to allocate sufficient funds for salary and benefits for the Project Coordinator through the new end date. It will allow for current expense (class 020), replacement of equipment (class 030), the required indirect costs (class 040) and Post retirement (class 042) as well as required out of state travel (class 080).

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

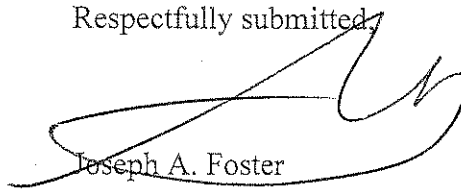
- 1) List of personnel involved: One full time temporary position – Program Specialist II- LG 21.
- 2) Nature, Need, and Duration: This position is an advocate position that will provide services and support to the needs of homicide victims' families through June 30, 2014.
- 3) Relationship to existing agency programs: None.
- 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 anticipated that the program would not be extended. This is the last year of funding.
- 6) Can portions of the grant funds be utilized? No.
- 7) Estimate the funds required to continue this position. Approximately \$60,000 (includes salaries and benefits).

In the event that the Federal 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

FISCAL SITUATION

Grant Award dated 7/10/09	\$187,070
Grant Award dated 7/13/10	\$187,974
Grant Award dated 9/6/11	<u>\$100,000</u>

Total Grant Awards	\$485,044
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Total Expended through 6/30/13	<u>\$394,000</u>
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Total Grant remaining to be budgeted	\$ 91,014
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US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information

Grantee Name:	New Hampshire Department of Justice	Project Period:	09/01/2009 - 06/30/2014	GAN Number:	007
Grantee Address:	33 CAPITOL STREET CONCORD, 03301	Program Office:	OVC	Date:	05/24/2013
Grantee DUNS Number:	80-859-1127	Grant Manager:	Mary Atlas-Terry		
Grantee EIN:	02-6002618	Application Number(s):	2011-40314-NH-VF 2009-40042-NH-VF 2010-40015-NH-VF		
Vendor #:	026002618	Award Number:	2009-VF-GX-K008		
Project Title:	NH OVWA Services to Families of Homicide Victims in Rural Areas	Award Amount:	\$485,044.00		

Change Project Period

Current Grant Period:	Month: 51 Day: 30	New Grant Period:	Month: 57 Day: 29
Project Start Date:	09/01/2009	*New Project Start Date:	09/01/2009
Project End Date:	12/31/2013	*New Project End Date:	06/30/2014

*Required Justification for Change Project Period:

Please see the attached letterhead request from the NH Department of Justice requesting a six (6) month end date extension on our Intensive Case Management for Family Members of Homicide Victims in Rural Areas Program grant. You

Attachments:

Filename:	User:	Timestamp:
ICM 2009-VF-GX-K008 End Date Extension request.pdf	RFaretra3	05/17/2013 1:27 PM

Print

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	05/24/2013 12:03 PM
Submitted	PO - Grant Manager	RFaretra3	05/17/2013 1:28 PM
Draft	EXTERNAL - External User	RFaretra3	05/17/2013 1:26 PM

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

MICHAEL A. FIDELMEYER
ATTORNEY GENERAL



Gov: Council
10-3-12
722
FIS 12 287

ANN M. RICE
DEPUTY ATTORNEY GENERAL

August 23, 2012

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 NH 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Justice, to amend Fiscal Item #11-197 approved by the Fiscal Committee on July 15, 2011 and by the Governor and Council on July 13, 2011, item #25, by extending the end date from October 31, 2012 to a new end date of June 30, 2013, and reallocating \$51,630 of the grant to better utilize the funds. This grant is for the purposes of enhancing the services provided by the Homicide Survivor Services Program and developing written protocols, procedures and materials to assist in institutionalizing the program, effective upon the Fiscal Committee and Governor and Council approvals through June 30, 2013. No new funds are being requested. 100% Federal Funds.

The funds are to be budgeted in account #02-20-20-201510-5323, Department of Justice, Grants Administration, entitled "VW Homicide Victim Services" as follows:

<u>Class</u>	<u>Description</u>	<u>Current Budget</u>	<u>Requested Action</u>	<u>New Budget</u>
020-500200	Current Expense	\$18,052	\$0	\$18,052
030-500310	Equipment New Replacement	\$5,083	\$0	\$5,083
038-500175	Technology-Software	\$3,322	\$-3,322	\$0
040-500800	Indirect Costs	\$6,000	\$5,539	\$11,539
041-500801	Audit Fund Set Aside	\$485	\$0	\$485
042-500620	Post-Retirement Benefit	\$5,754	\$-1,159	\$4,595
046-500464	Consultants	\$28,644	\$-929	\$27,715
059-500117	Temp. Full Time Position	\$12,612	\$33,375	\$45,987
060-500612	Benefits	\$7,084	\$10,403	\$17,487

067-500559	Training of Providers	\$26,482	\$-21,074	\$5,408
070-500704	In-State Travel	\$2,687	\$2,313	\$5,000
072-500575	Grants-Federal	\$32,272	\$-19,772	\$12,500
080-500710	Out of State Travel	\$10,482	\$-5,374	\$5,108
	Total	\$158,959	\$0	\$158,959
Source of Funds		\$158,959	\$0	\$158,959
Federal Funds Revenue Source 403685				

2. Pursuant to RSA 124:15, and contingent on the approval of Requested Action number one, authorize the Department of Justice to continue the one (1) full-time temporary position within budget class 059 (Full-Time Temporary) to continue the position of Program Specialist II (LG 21) that provides services and support to homicide victims' families and institutionalizes the program in a format conducive to succession planning and replication in other communities and Class 046 (Consultants), to contract for experts in trauma-informed grief counseling to train staff and service providers effective upon the Fiscal Committee and Governor and Council approvals through June 30, 2013. 100% Federal Funds.

Funding is available in account #02-20-20-201510-5323, the Department of Justice, Grants Administration, VW Homicide Victims Services.

EXPLANATION

This grant was originally approved by the Fiscal Committee on August 27, 2009, Fiscal Item #09-284, and by the Governor and Council on September 9, 2009, item #23, and subsequently amended and approved by the Fiscal Committee on October 19, 2010, Fiscal Item #10-288, and by the Governor and Council on October 20, 2010, item #23.

The Department of Justice requests authorization to extend the grant awarded under the project title "OVC FY2009 Intensive Case Management for Family Members of Homicide Victims in Rural Areas," from the US Department of Justice, Office for Victims of Crime. Extension of the federal end date of this project from October 31, 2012 to June 30, 2013 was approved by the Office for Victims of Crime on June 28, 2012. Approval of this request to reallocate funds and to extend the end date will allow the Department of Justice to continue to provide advocacy services to family and friends of homicide victims, and to provide additional training to mental health providers in trauma-focused services. A reallocation of funds is requested to allocate sufficient funds to salary and benefits for the Project Coordinator through the new end date.

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

1. List of personnel involved: One temporary, full-time classified position (Class 059) to serve as a Program Specialist II.
2. Nature, Need and Duration: This part time position will be in effect upon Fiscal Committee and Governor and Council approvals through June 30, 2013.
3. Relationship to existing agency programs: This funding is to be utilized specifically to

continue a Program Specialist II position in the Department of Justice, Office of Victim/Witness Assistance. This position will improve the ability of victim service providers to more effectively serve family members of homicide victims statewide.

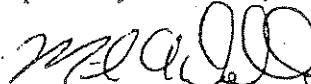
4. Has a similar program been requested of the legislature and denied? No similar program has been requested and denied.
5. Why wasn't funding included in the agency's budget request? This project was not included in the Department's budget request because the funds were not available at the time the budget was crafted; nor were the funds expected to be available with any degree of certainty. This was a highly competitive grant with a strong likelihood that the Department would not be receiving these funds. It is only one in seven awards made nationally in federal fiscal year 2009.
6. Can portions of the funds be utilized for other purposes? No portion of these grant funds can be used for any other purpose.
7. Estimate the funds required to continue this position(s): It is estimated that it will cost \$59,624 for salary and benefits for the full time temporary position for one year.

In the event that the federal 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,



Michael A. Delaney
Attorney General

MAD/jb
#797030



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information			
Grantee Name:	New Hampshire Department of Justice	Project Period:	09/01/2009 - 06/30/2013
Grantee Address:	33 CAPITOL STREET CONCORD, 03301	Program Office:	OVC
Grantee DUNS Number:	80-859-1127	Grant Manager:	Mary Atlas-Terry
Grantee EIN:	02-6002618	Application Number(s):	2011-40314-NH-VF 2009-40042-NH-VF 2010-40015-NH-VF
Vendor #:	026002618	Award Number:	2009-VF-GX-K008
Project Title:	NH OVWA Services to Families of Homicide Victims In Rural Areas	Award Amount:	\$485,044.00

Change Project Period			
Current Grant Period:	Month: 37 Day: 30	New Grant Period:	Month: 45 Day: 29
Project Start Date:	09/01/2009	*New Project Start Date:	09/01/2009
Project End Date:	10/31/2012	*New Project End Date:	06/30/2013
*Required Justification for Change Project Period:			
<p>This GAN requests an extension of eight months, to fully expend funds on the continuation of services, through June 30, 2013. A request to modify the project's budget was submitted on May 25, 2012, to allocate sufficient funds to salary</p>			
Attachments:			
Filename:	User:	Timestamp:	
GAN request 2009-VF-GX-K008.pdf	StateNH	05/25/2012 3:50 PM	
Print			
Audit Trail:			
Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	06/28/2012 12:00 PM
Submitted	PO - Grant Manager	StateNH	05/25/2012 3:51 PM
Draft	EXTERNAL - External User	RFaretra3	05/24/2012 12:09 PM



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

129 PLEASANT STREET, CONCORD, NH 03301-3857
 603-271-8160 1-800-852-3345 Ext. 8160
 Fax: 271-4912 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

Nicholas A. Toumpas
 Commissioner

William L. Baggeroer
 Chief Information
 Officer/Director

August 26, 2013

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 ACTION

1. Pursuant to RSA 14:30-a, VI, Acceptance of Non-General Funds, authorize the Department of Health and Human Services, Office of Information Services, to accept and expend federal funds in the amount of \$672,781 from the United States Department of Health and Human Services, Office of the National Coordinator for Health Information Technology through the American Recovery and Reinvestment Act of 2009, for the continued development of the Health Information Exchange effective upon date of Governor and Council approval through February 7, 2014. Funding Source: 100% ARRA Federal Funds.
2. Pursuant to RSA 124:15, authorize the Department of Health and Human Services, Office of Information Services, to establish Class 046 consultant positions for the purpose of developing Health Information Exchange software and interfaces for health care providers effective upon the date of Governor and Council approval through February 7, 2014. Funding Source: 100% ARRA Federal Funds.

Funds are to be budgeted in the account titled:

05-95-95-954010-0917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:
 COMMISSIONER, OFFICE OF INFORMATION SYSTEMS, HIE FEDERAL FUNDS

RSRC: 406519
 Amount: \$672,781

State Fiscal Year 2014

Class	Description	Current Adjusted	Requested	Revised Adjusted
		<u>Authorized</u>	<u>Action</u>	<u>Authorized</u>
000	Federal Funds	(\$1,449,487)	(\$672,781)	(\$2,122,268)
009	Agency Income	(\$600,000)	\$0	(\$600,000)
	Total Revenue	(\$2,049,487)	(\$672,781)	(\$2,722,268)

The Honorable Mary Jane Wallner, Chairman, and
Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council

August 26, 2013

Page 2

State Fiscal Year 2014 continued

<u>Class</u>	<u>Description</u>	Current Adjusted <u>Authorized</u>	Requested <u>Action</u>	Revised Adjusted <u>Authorized</u>
020-500223	Supplies	\$0	\$5,000	\$5,000
026-500251	Membership Fees	\$0	\$25,000	\$25,000
030-500301	Equipment	\$0	\$15,000	\$15,000
037-500173	Technology-Hardware	\$0	\$100,000	\$100,000
038-509038	Technology-Software	\$0	\$100,000	\$100,000
041-500801	Audit Fund Set Aside	\$0	\$672	\$672
046-500465	Consultants	\$0	\$100,000	\$100,000
080-500713	Out-of-State Travel	\$0	\$15,000	\$15,000
102-502660	Contracts for Program	<u>\$2,049,487</u>	<u>\$312,109</u>	<u>\$2,361,596</u>
Total Expenses		<u>\$2,049,487</u>	<u>\$672,781</u>	<u>\$2,722,268</u>

EXPLANATION

This request is to accept additional federal funds in the amount of \$672,781 available through the American Recovery and Reinvestment Act of 2009 (ARRA), Title XIII-Health Information Technology, Subtitle B-Incentives for the Use of Health Information Technology, Section 3013, State Grants to Promote Health Information Technology. Under the oversight of the United States Health and Human Services, Office of the National Coordinator for Health Information Technology, New Hampshire has been awarded funding through the State Health Information Exchange Cooperative Agreements Program to fund the planning and initial implementation of a state level Health Information Exchange capability for New Hampshire.

The Fiscal Committee of the General Court approved the original request to accept and expend federal funds under the State Health Information Exchange Cooperative Agreements Program through SFY 2011. This request was subsequently approved by the Governor and Executive Council on March 24, 2010 (Item#65). The Office of Information Services requested continued federal funding in the SFY 2012 and 2013 biennial budget as approved by Chapter 223, Laws of 2011: HB 1. This current request is to continue federal funding through February 7, 2014.

Funding from the State Health Information Exchange Cooperative Agreement Program is for New Hampshire's Health Information Exchange Planning and Implementation Project. This Project is a four-year initiative led by the New Hampshire Department of Health and Human Services to plan and implement a New Hampshire Health Information Exchange capability. The goal of the project is to establish a mechanism to electronically link health care providers in order to share patient-centric information in a timely, secure, and confidential manner. New Hampshire is well positioned to undertake this task, in that many New Hampshire providers are using electronic medical records, but lack the connectivity needed for the universal sharing of this information. Evidence suggests that such sharing shall improve health outcomes, reduce the rate of medical errors, and help to control health care costs.

The Honorable Mary Jane Wallner, Chairman, and
Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council

August 26, 2013

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Fiscal Situation:

Federal Awarding Agency: US, DHHS, Office of the National Coordinator for
Health Information Technology

Total Grant Award Received for the Period:

2/8/2010 thru 2/7/2014

\$5,457,856

Federal Cash Expended & Obligated 2/8/2010 thru 6/30/2013

\$4,785,075

Balance Available SFY 2014

\$672,781

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: Temporary Consultants are needed through February 7, 2014 to assist health care organizations seeking to join the Health Information Exchange.
- 3) Relationship to existing agency programs: The Health Information Exchange Planning and Implementation Project are coordinating the state efforts to oversee the adoption of Health Information Technology by health care providers and the exchange of clinical data through a Health Information Exchange. It will also coordinate state agencies which use and are dependent upon the exchange of clinical health data, such as Medicaid and Public Health.
- 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 Governor's instructions for the SFY 2014- 2015 Biennial Budget directed departments not to included continued funding from the American Recovery and Reinvestment Act of 2009 (ARRA).
- 6) Can portions of the grant funding be utilized? No.
- 7) Estimate the funds required to continue this position (s): Not Applicable.

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

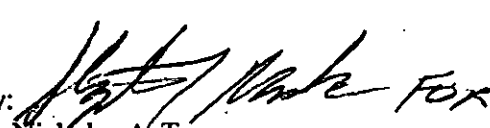
Respectfully submitted,



William L. Baggeroer
Chief Information Officer/Director

for
W. Baggeroer
CFO

Approved by:



Nicholas A. Toumpas
Commissioner

1. DATE ISSUED MM/DD/YYYY 06/12/2012 | 2. CFDA NO. 93.719 | 3. ASSISTANCE TYPE COOPERATIVE AGREEMENT

Department of Health and Human Services
Office of National Coordinator for HIT (ONC)
ONC Office of Grants Management
200 Independence Avenue S.W. Suite 729-D
Washington, DC 20201

1a. SUPERSEDES AWARD NOTICE dated 11/30/2011
except that any additions or restrictions previously imposed remain
in effect unless specifically rescinded

4. GRANT NO. 90HT0013/01-04
Formerly

5. ACTION TYPE
Post Award
Amendment

6. PROJECT PERIOD MM/DD/YYYY
From 02/08/2010 Through 02/07/2014

7. BUDGET PERIOD MM/DD/YYYY
From 02/08/2010 Through 02/07/2014

NOTICE OF AWARD
AUTHORIZATION (Legislation/Regulations)
ARRA, Div A Approp, Subtitle B--IT Professionals in Health Care, Sec 3016
of the PHS A

8. TITLE OF PROJECT (OR PROGRAM)
New Hampshire Health Information Exchange Planning and Implementation Project.

9a. GRANTEE NAME AND ADDRESS
New Hampshire Dept of Health & Human Services
129 Pleasant St
Concord, NH 03301-3852

9b. GRANTEE PROJECT DIRECTOR
Shanthi Venkatesan
129 Pleasant Street
Concord, NH 03301
Phone: 603-271-4892

10a. GRANTEE AUTHORIZING OFFICIAL
Mr. William Baggeroer
129 Pleasant Street
Concord, NH 3857
Phone: 603-271-8160

10b. FEDERAL PROJECT OFFICER
Ms. Clare Wrobel
200 Independence Avenue S.W.
Suite 729-D
Washington, D.C., DC 20201
Phone: 202-693-2110

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes HHS Direct Assistance)	
I. HHS Grant Funds Only	
II Total project costs including grant funds and all other financial participation <input checked="" type="checkbox"/>	
a. Salaries and Wages	352,771.00
b. Fringe Benefits	159,571.00
c. Total Personnel Costs	512,342.00
d. Equipment	0.00
e. Supplies	26,238.00
f. Travel	20,822.00
g. Construction	0.00
h. Other	3,885,925.00
i. Contractual	1,012,529.00
j. TOTAL DIRECT COSTS	5,457,856.00
k. INDIRECT COSTS	0.00
l. TOTAL APPROVED BUDGET	5,457,856.00
m. Federal Share	5,457,856.00
n. Non-Federal Share	1,337,871.00

12. AWARD COMPUTATION FOR GRANT			
a. Amount of HHS Financial Assistance (from item 11 m)		5,457,856.00	
b. Less Unobligated Balance From Prior Budget Periods		0.00	
c. Less Cumulative Prior Award(s) This Budget Period		5,457,856.00	
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION		0.00	
13. Total Federal Funds Awarded to Date for Project Period		5,457,856.00	
14. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project):			
YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a.		d.	
b.		e.	
c.		f.	
15. PROGRAM INCOME SUBJECT TO 45 CFR PART 74, SUBPART F, OR 45 CFR 92.25, SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:			
a. DEDUCTION		<input checked="" type="checkbox"/>	
b. ADDITIONAL COSTS			
c. MATCHING			
d. OTHER RESEARCH (Add / Deduct Option)			
e. OTHER (See REMARKS)			
16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, HHS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:			
a. The grant program legislation cited above.			
b. The grant program regulations cited above.			
c. This award notice including terms and conditions, if any, noted below under REMARKS.			
d. HHS Grants Policy Statement including addenda in effect as of the beginning date of the budget period.			
e. 45 CFR Part 74 or 45 CFR Part 92 as applicable.			
In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.			

REMARKS (Other Terms and Conditions Attached - Yes No)

GRANTS MANAGEMENT OFFICER: Arlene M Ramsey, Operations Division Director

17. OBJ CLASS 41.51	18a. VENDOR CODE 1026000618B3	18b. EIN 026000618	19. DUNS 011040545	20. CONG. DIST. 02
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	AMT ACTION FIN ASST	APPROPRIATION
21. a. 0-19999SH	b. 90HT001301	c. ARD4	d. \$0.00	e. 75X0131
22. a.	b.	c.	d.	e.
23. a.	b.	c.	d.	e.

NOTICE OF AWARD (Continuation Sheet)

PAGE 2 of 2	DATE ISSUED 06/12/2012
GRANT NO. 90HT0013/01-04	

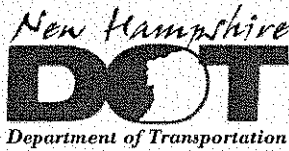
STANDARD TERMS

1. This revised Notice of Grant Award (NGA) is releasing funds in the amount of \$4,015,569 based on documentation submitted by your organization in response to the Special Conditions of the award. It also reduces the cost share from \$5,246,059 to \$1,337,871 based on documentation received from grantee indicating that the non-federal amount previously reported was inaccurate. This reduction will not negatively affect the grantee's ability to meet their programmatic requirements.

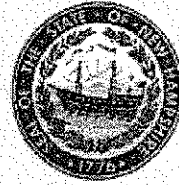
The total federal award amount is \$5,457,856. Funds in the amount of \$481,579 were expended in the planning phase. To date, all federal funds have been made available to your organization.

All indirect restricted cost have been reallocated to direct cost.

All other terms and Conditions and Special Conditions remain unchanged and in full force and effect.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

August 9, 2013
 Bureau of Rail and 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 RSA 14:30-a, VI, authorize the Department of Transportation to Budget and Expend prior year carry-forward funds in the amount of \$708,945 from the Special Railroad Fund for the maintenance and repair of State-owned railroad lines effective upon Fiscal Committee and Governor and Council approval through June 30, 2014.
- Pursuant to RSA 14:30-a, VI, authorize the Department of Transportation to Accept and Expend current year revenue in the amount of \$178,288 from the proceeds form the sale or lease of railroad properties, for the maintenance and repair of State-owned railroad lines effective upon Fiscal Committee and Governor and Council approval through June 30, 2014.

Funds are to be budgeted as follows: 100% Other Funds (Special Railroad Funds).

04-096-096-960010-2991 Special Railroad Fund	FY 2014 Budget	Requested Change	Revised Budget
Expenses:			
020 500241 Current Expense	0	\$ 10,000	\$ 10,000
022 500242 Rents-Leases Other than State	0	\$ 25,000	\$ 25,000
073 500579 Grants Non Federal	0	\$ 55,000	\$ 55,000
400 500871 Construction	0	\$797,233	\$797,233
Total	0	\$887,233	\$887,233
Source of Funds			
Revenue:			
009-407323 Agency Income	\$0	(\$887,233)	\$887,233
Total	\$0	(\$887,233)	\$887,233

3. Pursuant to RSA 228:69, I (b), authorize the Department of Transportation, Bureau of Rail & Transit, to expend an amount not to exceed \$887,233 from the Special Railroad Fund for maintenance and repair of State-owned railroad lines and bridges effective upon Fiscal Committee and Governor and Council approval through June 30, 2014.

EXPLANATION

RSA 228:68 establishes the Special Railroad Fund for the deposit of revenues produced on the state-owned railroad corridors through user fees paid by railroads, leases and fees paid by other landowners, and other revenues. This dedicated fund is required to comply with Federal regulations that require lease or other income on property acquired with Federal funds to be used to maintain those properties.

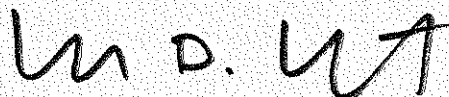
RSA 228:69, I (a) requires that 20 percent of the 2013 calendar year railroad user fees deposited in the Special Railroad Fund be paid to the cities and towns through which the state-owned railroad lines pass. These amounts will be paid out to the respective towns at the end of fiscal year 2014.

RSA 228:69, I (b) authorizes the Department of Transportation to expend funds from the Special Railroad Fund on maintenance and repair of state-owned railroad lines. The Department will use these funds to continue repairs and maintenance activities including track, minor bridge and drainage projects on state-owned lines in 2014. The cost of engineering and construction administration will also be paid from these funds. The Special Railroad Fund receives revenues derived from railroad user fees, leases and crossing agreements, and a portion of the state railroad tax. The Department of Transportation, Bureau of Rail and Transit, will reimburse the railroads operating on the State-owned rail lines and other responsible parties for their infrastructure construction and maintenance expenses on the State-owned rail lines and bridges. The operating railroads on the State owned rail corridors, and the estimated construction funds (400 500871) to be encumbered and expended on their operating lines are:

Department of Transportation (Vendor 177927)	\$ 72,233
Plymouth & Lincoln Railroad (Vendor 157711)	\$230,000
New Hampshire Central Railroad (Vendor 157337)	\$ 60,000
Conway Scenic Railroad (Vendor 154819)	\$330,000
New England Southern Railroad (Vendor 161682)	\$ 35,000
Milford-Bennington Railroad (Vendor 156441)	\$ 35,000
Claremont-Concord Railroad (Vendor 156559)	\$ 35,000

To resolve unanticipated events and circumstances on the State-owned rail lines, the estimated amounts listed above are subject to adjustment by the Administrator of the Bureau of Rail & Transit. Your approval is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.
Commissioner

Department of Transportation
FISCAL SITUATION FISCAL YEAR 2014
04-096-096-960010-2991

Special Railroad Fund

Estimated revenue budgeted:	\$	178,288
Prior year carryforward revenue:	\$	708,945
Additional non-budgeted revenue:	-	<hr/>
Amount available to budget:	\$	887,233
Less current FY14 budget authorization:	\$	<hr/> -
Total available for budgeting:	\$	887,233
Amount to be budgeted this request:	\$	<hr/> 887,233
Amount available to budget with future requests:	\$	<hr/> -

Source of Non-Budgeted Revenue	Amount	Expenses through 6/30/13	Balance
Prior year carry forward	\$ 708,945	\$ -	\$ 708,945
Revenue received up to 8/6/2013	\$ 178,288		\$ 178,288
Totals	<hr/> \$ 887,233	<hr/> \$ -	<hr/> \$ 887,233

Amounts from Statement of Appropriations for Org 2991 Dated 8-06-2013

QZ201 Date 08/06/13
Time 02:14

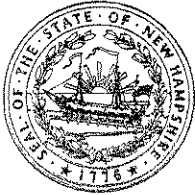
Statement of Appropriations by Office

Fiscal Year 2014

Periods From 1 to 4
Period Beg 07/01/13 End 08/31/13 Page 3

Company 0010 General Fund
Agency 095 TRANSPORTATION DEPT OF
Organization 2991 SPECIAL RAILROAD FUND
BUR/DIV 9600 ADMINISTRATION
Sub-Grp
Acct Unit 2991ERF

Class	Appropriation	Est Revenue	Expenditures	Revenue	Encumbrances	Transfers	Lapsed	Bal Fwd	Available	Rate
009 AGENCY INCOME	0.00	0.00	0.00	178,288.39	0.00	0.00	0.00	708,945.36	887,233.75	0.80
Organization	0.00	0.00	0.00	178,288.39	0.00	0.00	0.00	708,945.36	887,233.75	
Activity	0.00	0.00	0.00	178,288.81	0.00	0.00	0.00	1,031,286.05	1,209,574.86	



State of New Hampshire

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

JOHN J. BARTHELMES
COMMISSIONER

August 21, 2013

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

Requested Action

Pursuant to RSA 106-H:9-I(e), authorize the Department of Safety, Division of Emergency Services and Communications, to budget and expend \$384,001.00 from the Prior Year Carry Forward Balance of the enhanced E-911 System Fund as shown in the tables below. Effective upon Fiscal Committee approval through June 30, 2014. Funding: 100% Agency Income.

The funds are to be budgeted as follows:

02-23-23-236510-13950000 Dept of Safety – Emergency Communications – Bur of Emergency Communications

Class	Description	SFY 2014 Adjusted Authorized	Requested Action	Revised SFY 2014 Adjusted Authorized
009-402255	Agency Income	(\$10,335,202.59)	(\$55,000.00)	(\$10,390,202.59)
010-500100	Personal Service - Perm Class	4,830,983.00	0.00	4,830,983.00
011-500126	Personal Service - Unclassified	105,264.00	0.00	105,264.00
018-500106	Overtime	90,000.00	0.00	90,000.00
019-500105	Holiday Pay	105,000.00	0.00	105,000.00
020-500200	Current Expenses	189,350.99	0.00	189,350.99
022-500255	Rent- Leases Other Than State	39,897.60	0.00	39,897.60
023-500268	Heat Electricity Water	69,031.00	0.00	69,031.00
024-500230	Maint Other Than Build-Ground	117,650.00	0.00	117,650.00
026-500251	Organizational Dues	1,400.00	0.00	1,400.00
028-500292	Transfer to General Service	83,567.00	0.00	83,567.00
029-500290	Intra-Agency Transfers	567,461.00	0.00	567,461.00
030-500311	Equipment	25,000.00	55,000.00	80,000.00
037-500165	Technology-Hardware	60,000.00	0.00	60,000.00
038-500175	Technology-Software	138.00	0.00	138.00
039-500188	Telecommunications	575,000.00	0.00	575,000.00
047-500240	Own Forces Maint Build-Grnd	3,000.00	0.00	3,000.00
050-500109	Personal Service - Temp	160,000.00	0.00	160,000.00
057-500531	Books Periodicals Subscriptions	3,000.00	0.00	3,000.00
060-500601	Benefits	3,102,826.00	0.00	3,102,826.00
064-500540	Pension Benefits Health Ins	110,000.00	0.00	110,000.00
066-500543	Employee Training	15,000.00	0.00	15,000.00
070-500705	In State Travel Reimbursement	45,980.00	0.00	45,980.00
080-500710	Out Of State Travel Reimb	10,370.00	0.00	10,370.00

103-502664	Contracts for Op Services	21,784.00	0.00	21,784.00
230-500765	Interpreter Services	3,500.00	0.00	3,500.00
	Org 1395 Totals	\$10,335,202.59	\$55,000.00	\$10,390,202.59

02-23-23-236510-40010000 Dept of Safety -- Emergency Communications -- Communications Section

Class	Description	SFY 2014 Adjusted Authorized	Requested Action	Revised SFY 2014 Adjusted Authorized
009-402255	Agency Income	(\$1,803,599.24)	(\$329,001.00)	(\$2,132,600.24)
010-500100	Personal Service - Perm Class	777,733.00	0.00	777,733.00
018-500106	Overtime	70,000.00	0.00	70,000.00
019-500105	Holiday Pay	45,150.00	0.00	45,150.00
020-500200	Current Expenses	67,055.60	0.00	67,055.60
022-500255	Rent- Leases Other Than State	15,800.00	30,000.00	45,800.00
023-500268	Heat Electricity Water	75,611.75	0.00	75,611.75
024-500230	Maint Other Than Build-Ground	0.00	30,000.00	30,000.00
026-500251	Organizational Dues	100.00	0.00	100.00
030-500311	Equipment	40,000.00	136,501.00	176,501.00
037-500165	Technology-Hardware	4,200.00	132,500.00	136,700.00
039-500188	Telecommunications	58,353.00	0.00	58,353.00
046-500464	Consultants	120,000.00	0.00	120,000.00
048-500293	Contractual Maint Bldg-Grnd	35,566.00	0.00	35,566.00
057-500531	Books Periodicals Subscriptions	1,700.00	0.00	1,700.00
060-500601	Benefits	432,655.00	0.00	432,655.00
066-500543	Employee Training	2,000.00	0.00	2,000.00
070-500705	In State Travel Reimbursement	24,870.00	0.00	24,870.00
103-502664	Contracts for Op Services	32,804.89	0.00	32,804.89
	Org 4001 Totals	\$1,803,599.24	\$329,001.00	\$2,132,600.24

Explanation

The Division of Emergency Services and Communications is requesting the budgeting of funds into Bureau of Emergency Communications in the amount of \$329,001.00 and Communications Section in the amount of \$55,000.00 for SFY 2014 from the Prior Year Carry Forward Balance, which is a non-lapsing fund established by RSA 106-H:9. The necessity for these funds is outlined below.

13950000


Class 030 The funds will be used to replace two failing vehicles that are over 125,000 miles each.

40010000

Class 022 The funds will be used to pay rent/lease expenses for the Yankee Network Building located at the top of Mount Washington where State radio transmitters and towers are located.

- Class 024 The funds will be used to pay for software maintenance provided by Software House International for Exacom maintenance. The Exacom service/maintenance agreement provides additional extended hardware and software warranty support for the Communications dispatch voice recording system at the IPOC (Incident Planning & Operations Center). It also provides a software upgrade allowing the system to operate on Windows 7 operating platform; the current system is operating on Windows XP. In addition, this agreement expands Safety's archival storage capabilities from 5 to 7 years.
- Class 030 The funds will be used to purchase site monitoring equipment for added security to ensure copper and other wire is not being stolen or damaged. Other purchases will include back-up items to prevent equipment failure.
- Class 037 The funds will be used to purchase hardware through NetBoss. NetBoss provides a service contract to monitor and troubleshoot any outages that occur to the current microwave network. Additional funds are associated with the installation of the needed software and hardware required to bring polyvue and other Broadband Technology Opportunities Program (BTOP) related infrastructure online with the current NetBoss monitoring system.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety

**Fiscal Situation
E-911 System Fund**

SFY 2013 Prior Year Control Balance Forward Amount		\$ 4,595,203.91
SFY 2014 Estimated Revenue per SFY Approved Budget		\$ 10,400,000.00
Total Projected Revenue		\$ 14,995,203.91
SFY 2014 Estimated Expenditures through 6/30/2014 by fund:		
Approved Acctg Unit 1395 Budget '14 Emergency Communications	10,335,202.59	
Approved Acctg Unit 1393 Budget '14 Public Relations	9,248.00	
Approved Acctg Unit 1396 Budget '14 Network	1,558,763.05	
Approved Acctg Unit 4001 Budget '14 Communications Section	1,803,599.24	
Approved Acctg Unit 4004 Budget '14 Indirect Cost	80,000.00	
Approved Acctg Unit 8003 Budget '14 Workers Comp	24,000.00	
Approved Acctg Unit 8592 Budget '14 Unemployment Comp	17,500.00	
Total '14 Appropriations	\$ 13,828,312.88	
Total Projected '14 Expenditures		\$ 13,828,312.88
Net Projected Balance Forward		\$1,166,891.03
Amount of this Request		<u>\$ 384,001.00</u>

TITLE VII

SHERIFFS, CONSTABLES, AND POLICE OFFICERS

CHAPTER 106-H

ENHANCED 911 SYSTEM

Section 106-H:9

106-H:9 Funding; Fund Established. –

I. (a) The enhanced 911 system and the statewide emergency notification system shall be funded through a surcharge to be levied upon each residence and business telephone exchange line, including PBX trunks and Centrex lines, each individual commercial mobile radio service number, each VoIP service number with a place of primary use within New Hampshire, and each semi-public and public coin and public access line. For purposes of this subparagraph, "place of primary use" shall have the same meaning as the definition contained in 4 U.S.C. section 124(8). No such surcharge shall be imposed upon more than 25 business telephone exchange lines, including PBX trunks and Centrex lines, or more than 25 commercial mobile radio service exchange lines or VoIP service lines or channels per customer billing account.

(b) In the case of local exchange telephone companies, the surcharge shall be contained within tariffs or rate schedules filed with the public utilities commission and shall be billed on a monthly basis by each local exchange telephone company.

(c) In the case of an entity which provides commercial mobile radio service the surcharge shall be billed to each customer on a monthly basis and shall not be subject to any state or local tax; the surcharge shall be collected by the commercial mobile radio service provider, and may be identified on the customer's bill.

(d) In the case of a VoIP provider, the surcharge shall be billed to each customer on a monthly basis and shall not be subject to any state or local tax; the surcharge shall be collected by the VoIP provider, and may be identified on the customer's bill.

(e) Each local exchange telephone company, VoIP service provider, or entity which provides commercial mobile radio service shall remit the surcharge amounts on a monthly basis, as prescribed by the commissioner, to the enhanced 911 services bureau, which shall be forwarded to the state treasurer for deposit in the enhanced 911 system fund. The state treasurer shall pay expenses incurred in the administration of the enhanced 911 system and the statewide emergency notification system from such fund. Such fund shall not lapse. If the expenditure of additional funds over budget estimates is necessary for the proper functioning of the enhanced 911 system or the statewide emergency notification system, the department of safety may request, with prior approval of the fiscal committee of the general court, the transfer of funds from the enhanced 911 system fund to the department of safety for such purposes. The moneys in the account shall not be used for any purpose other than the development and operation of enhanced 911 services and the statewide emergency notification system, in accordance with the terms of this chapter. Surcharge amounts shall be reviewed after the budget has been approved or modified, and if appropriate, new tariffs or rate schedules shall be filed with the public utilities commission reflecting the surcharge amount.

II. [Repealed.]

III. (a) Notwithstanding any other provision of law, and except as otherwise provided in RSA 82-A, the records and files of the department, related to this section, are confidential and privileged. Neither the department, nor any employee of the department, nor any other person charged with the custody of

such records or files, nor any vendor or any of its employees to whom such information becomes available in the performance of any contractual services for the department shall disclose any information obtained from the department's records, files, or returns or from any examination, investigation, or hearing, nor may any such employee or person be required to produce any such information for the inspection of any person or for the use in any action or proceeding except as provided in this paragraph.

(b) The following exceptions shall apply to this paragraph:

(1) Delivery to the surcharge collector or its representative of a copy of any return or other papers filed by the surcharge collector.

(2) Disclosure of department records, files, returns, or information in a New Hampshire state judicial or administrative proceeding pertaining to administration of the surcharge where the information is directly related to an issue in the proceeding regarding the surcharge under this section, or the surcharge collector whom the information concerns is a party to such proceeding, or the information concerns a transactional relationship between a person who is a party to the proceeding and the taxpayer.

(3) Disclosure to the department of revenue administration of records, files, and information required by the department of revenue administration to administer the communications services tax pursuant to RSA 82-A.

(4) Disclosure of department records, files, and information to the legislative budget assistant, when requested by the legislative budget assistant pursuant to RSA 14:31, IV.

Source. 1992, 165:1. 1997, 298:17, eff. July 1, 1997. 2003, 319:122, eff. Sept. 4, 2003. 2005, 251:5, eff. July 14, 2005. 2010, 271:2, eff. Aug. 6, 2010. 2012, 247:16, eff. Aug. 17, 2012; 270:3, 4, eff. Jan. 1, 2013.



FIS 13 171

GOVERNOR Margaret Wood Hassan
CHAIRMAN Debra M. Douglas
COMMISSIONER Paul J. Holloway
COMMISSIONER Doug Scamman
EXECUTIVE DIRECTOR Charles R. McIntyre

August 28, 2013

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 Chapter 143:4, Laws of 2013, authorization is requested of the Fiscal Committee for the New Hampshire Lottery Commission to purchase \$2,300,000 of instant gaming tickets and related services; effective upon Fiscal Committee approval through June 30, 2014.

2. Also pursuant to Chapter 143:4, Laws of 2013, and contingent upon approval of Requested Action #1 above, authorization is requested of the Governor and Executive Council for the New Hampshire Lottery Commission to transfer \$2,300,000 from the Lottery Special Revenue Account for the purchase of instant gaming tickets and related services; effective upon Governor and Executive Council approval through June 30, 2014.

Funds are to be budgeted in the accounting unit entitled, "Lottery Operating Costs" as follows, with the authority to adjust encumbrances across State Fiscal Years if needed and justified through the Budget Office:

From:06-083-083-8300-79010001-Instant Sweeps Program-RSRC: 402070- (\$2,300,000)
To:06-083-083-10290000-Lottery Operating Cost-Class 106 Good for Resale-\$2,300,000

Class	Revenue	FY14 Authorized plus FY13 Balance Forward	Requested Amount	Total Authorized
003	Sweepstakes Fund-Lottery	(9,926,589)	(2,300,000)	(12,226,589)

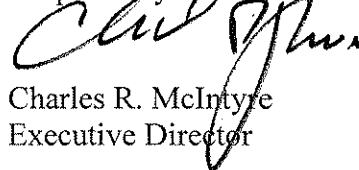


Class	Description	FY14 Authorized plus FY13 Balance Forward	Requested Amount	Total Authorized
010	Personal Services-Perm. Classi	1,774,322	-	1,774,322
011	Personal Services-Unclassified	17,111	-	17,111
012	Personal Services-Unclassified	19,563	-	19,563
013	Personal Services-Unclassified	98,691	-	98,691
017	FT Employees Special	60,000	-	60,000
018	Overtime	9,500	-	9,500
019	Holiday Pay	8,000	-	8,000
020	Current Expenses	1,164,258	-	1,164,258
022	Rents-Leases Other Than State	851,158	-	851,158
024	Maint. Other Than Build.- Grnds	32,400	-	32,400
026	Organizational Dues	36,000	-	36,000
027	Transfers To Oit	318,262	-	318,262
030	Equipment New/Replacement	215,351	-	215,351
035	Shared Services Support	58,837	-	58,837
040	Indirect Costs	115,000	-	115,000
046	Consultants	11,560	-	11,560
049	Transfer to Other State Agenci	12,300	-	12,300
050	Personal Service-Temp/Appoint	187,395	-	187,395
060	Benefits	1,190,876	-	1,190,876
062	Workers Compensation	1,000	-	1,000
064	Ret-Pension Bene-Health Ins	372,818	-	372,818
069	Promotional - Marketing Expens	3,296,326	-	3,296,326
070	In-State Travel Reimbursement	5,700	-	5,700
080	Out-Of State Travel	35,000	-	35,000
103	Contracts for Op Services	35,161	-	35,161
106	Goods For Resale	1	2,300,000	2,300,001
	TOTAL	9,926,589	2,300,000	12,226,589

EXPLANATION

This \$2,300,000 transfer is needed for the purchase of instant gaming tickets and related services from Scientific Games International, Inc. The instant ticket sales account for approximately 70% of the Lottery's gross revenue. Attached is the prior submittal approved by the Fiscal Committee on June 18, 2012 (FIS-12-216) and by the Governor and Council on July 11, 2012 (item #92). We appreciate the Committee's continued support as the Lottery strives to maximize profit for Education.

Respectfully submitted,


Charles R. McIntyre
Executive Director



Over \$1 billion to education

GOVERNOR John H. Lynch
CHAIRMAN Debra M. Douglas
COMMISSIONER Paul J. Holloway
COMMISSIONER Doug Scamman
EXECUTIVE DIRECTOR Charles R. McIntyre

May 22, 2012

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
and
His Excellency, Governor John H. Lynch
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

- (1) Pursuant to Chapter 223:4, Laws of 2011, authorize the New Hampshire Lottery Commission to transfer \$2,300,000 from the Lottery Special Revenue Account for the purchase of instant gaming tickets and related services. If approved, funds are to be budgeted as follows:

	FY 2013
From: 06-083-083-8300-79010001-402070 (Lottery Revenue Account)	(\$2,300,000)
To: 06-083-083-10290000 Class 106 Goods for Resale	\$2,300,000

- (2) The New Hampshire Lottery Commission requests authorization from the Governor and Executive Council to enter into a three (3) year contract, with one (1) two (2) year renewal option, for instant ticket printing and related services with Scientific Games International, Inc. of Alpharetta, Georgia (vendor number 175862) from July 1, 2012 to June 30, 2015 in an amount not to exceed \$6,900,000.

Funding for FY 2013 in the amount of \$2,300,000 is available from account number 06-083-083-10290000 subject to number (1) above.

Funding for FY 2014 in the amount of \$2,300,000 will be available from account number 06-083-083-10290000 subject to legislative approval of the next biennial budget.

Funding for FY 2015 in the amount of \$2,300,000 will be available from account number 06-083-083-10290000 subject to legislative approval of the next biennial budget.

EXPLANATION

This Commission issued a Request for Proposal (RFP) in January, 2012, soliciting bids for the purchase of instant tickets and related services for a period of three years, with one (1) two year renewal option at the pricing set forth in the attached agreement. In addition to Scientific Games International, Inc., proposals were received from two



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

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
And
His Excellency, Governor John H. Lynch
And the Honorable Council

May 22, 2012
Page two

other companies and the selected bid was the lowest, submitted by Scientific Games International, Inc. Under the terms of the RFP, one of the proposals from Pollard Banknote Ltd. was deemed to be unresponsive as the company did not submit the required sample tickets for testing; this company's Price Proposal was returned, unopened.

An Evaluation Committee was established to review the proposals, to ensure compliance with the RFP, to inspect and test sample tickets and to analyze the price proposals. The Committee comprised the following Lottery staff:

Charles R. McIntyre, Executive Director; Maura A. McCann, Marketing Director; Robert H. Preston, Games Manager; Cynthia B. Murphy, Sales Supervisor.

The Committee determined each vendor's ticket price using the Lottery's instant ticket sales data for FY 2011. Using this data, we reviewed each vendor's price proposal against the sales data to project pricing from the two vendors. From the FY 2011 sales data, the results are as follows:

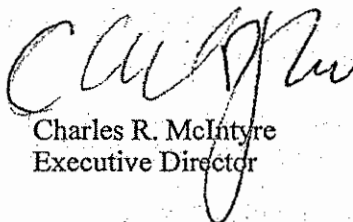
Scientific Games International	\$1,574,938.00 (Based on FY 2011 sales)
GTECH Printing Corporation	\$3,056,463.00 (Based on FY 2011 sales)

We request the maximum payment amount of \$2,300,000 for Fiscal Year 2013. This was calculated using the expected number of tickets to be printed, plus anticipated costs for available options.

The Evaluation Committee was unanimous in its decision to recommend Scientific Games International for approval as the selected vendor.

The New Hampshire Lottery Commission respectfully requests approval of the contract to purchase instant ticket printing and related services from the low bidder, Scientific Games International, Inc.

Respectfully submitted,



Charles R. McIntyre
Executive Director

CM:dc

Subject:

Instant ticket contract services

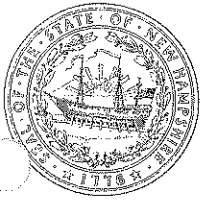
AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name New Hampshire Lottery Commission		1.2 State Agency Address 14 Integra Drive, Concord, NH 03301	
1.3 Contractor Name Scientific Games International, Inc.		1.4 Contractor Address 1500 Bluegrass Lakes Parkway, Alpharetta, GA 30004	
1.5 Contractor Phone Number 770-664-3700	1.6 Account Number 79010001-500858	1.7 Completion Date June 30, 2015	1.8 Price Limitation \$6,900,000
1.9 Contracting Officer for State Agency Charles R. McIntyre, Executive Director		1.10 State Agency Telephone Number 603-271-3391	
1.11 Contractor Signature <i>James B. Trask</i>		1.12 Name and Title of Contractor Signatory James B. Trask, Senior Vice President & President of Printed Products	
1.13 Acknowledgement: State of <u>GA</u> , County of <u>Gwinnett</u> On <u>5/21/2012</u> , before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.13.1			
1.13.1 Signature of Notary Public or Justice of the Peace S E COOPER NOTARY PUBLIC GWINNETT COUNTY, GEORGIA MY COMMISSION EXPIRES 1/02/2015 <i>[Seal]</i> <i>[Signature]</i>			
1.13.2 Name and Title of Notary or Justice of the Peace Susan E. Cooper, Notary, Paralegal			
1.14 State Agency Signature <i>Charles R. McIntyre</i>		1.15 Name and Title of State Agency Signatory Charles R. McIntyre, Executive Director	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.17 Approval by the Attorney General (Form, Substance and Execution) By: <i>Rosemary</i> On: <i>5-22-12</i>			
1.18 Approval by the Governor and Executive Council By: <i>[Signature]</i> DEPUTY SECRETARY OF STATE JUL 11 2012			



State of New Hampshire

FIS 13 205

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

August 17, 2013

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 Chapter 144:29, I Laws of 2013, approval is requested for the Commissioner of the Department of Administrative Services to transfer in the net amount of \$8,720 and reallocate appropriations for personnel from the Department of Health and Human Services as a position substitution for consolidation of business processing within state government at the Shared Services Center within DAS, upon Fiscal Committee and Governor and Executive Council approval through June 30, 2015. 100% Transfer from Other Agencies (Shared Services Center).

2. Pursuant to Chapter 144:29, III Laws of 2013, approval is requested for the Commissioner of the Department of Administrative Services to execute a position substitution with the Department of Health and Human Services in order to best establish the appropriate number of total personnel required for business processing functions in the executive branch of state government via the Shared Services Center for the consolidation of business processing within state government upon Governor and Executive Council approval through June 30, 2015.

Funds are to be transferred into the following accounting unit as follows for SFY 2014 and SFY 2015, respectively:

01-14-14-140510-29800000 Dept of Administrative Services, Division of Accounting Svcs,
Shared Services Center

Class	Description	Current SFY 2014 Authorized	Requested Action	Revised SFY 2014 Adj. Authorized
010 - 500100	Personal Services - Permanent	999,496	(2,496)	997,000

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

Her Excellency, Governor Maggie Hassan
and the Honorable Council

August 17, 2013

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018 -				
500106	Overtime	50,001	0	50,001
020-				
500200	Current Expense	50,000	0	50,000
022 -				
500242	Rents	2,000	0	2,000
028 -				
502814	Tsf to General Services	59,723	0	59,723
030 -				
500301	Equipment	9,299	0	9,299
037 -				
500174	Technology – Hardware	35,000	0	35,000
038 -				
500175	Technology – Software	10,000	0	10,000
039 -				
500188	Telecommunications	19,665	0	19,665
050 -	Personal Services -			
500109	Temporary	230,000	22,613	252,613
060 -				
500601	Benefits	662,370	(15,311)	647,059
066 -				
500556	Employee Training	500	0	500
070 -				
500700	In-state Travel	1,000	0	1,000
102 -				
500731	Contracts for Program Svcs	20,000	0	20,000
	Total Expenditures	2,149,054	4,806	2,153,860
000 -				
483599	Transfer from Other Agency	(2,149,054)	(4,806)	(2,153,860)

Class	Description	Current SFY 2015 Authorized	Requested Action	Revised SFY 2015 Adj. Authorized
010 -	Personal Services -			
500100	Permanent	1,019,333	(2,796)	1,016,537
018 -				
500106	Overtime	50,001	0	50,001
020-				
500200	Current Expense	50,000	0	50,000
022 -				
500242	Rents	2,000	0	2,000
028 -				
502814	Tsf to General Services	68,858	0	68,858
030 -				
500301	Equipment	7,500	0	7,500
037 -				
500174	Technology – Hardware	35,000	0	35,000

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

Her Excellency, Governor Maggie Hassan
and the Honorable Council

August 17, 2013

Page 3 of 4

038 -				
500175	Technology – Software	10,000	0	10,000
039 -				
500188	Telecommunications	21,321	0	21,321
050 -	Personal Services -			
500109	Temporary	200,000	23,065	223,065
060 -				
500601	Benefits	701,114	(16,355)	684,759
066 -				
500556	Employee Training	500	0	500
070 -				
500700	In-state Travel	1,000	0	1,000
102 -				
500731	Contracts for Program Svcs	15,797	0	15,797
	Total Expenditures	2,182,424	3,914	2,186,338
000 -				
483599	Transfer from Other Agency	(2,182,424)	(3,914)	(2,186,338)

EXPLANATION

Chapter 144, Laws of 2013, Section 29, allows the Commissioner of the Department of Administrative Services (DAS) to transfer positions and funding associated with changes made to achieve efficiencies via consolidation of business processing functions within state government. The FY 2014/2015 Budget included the projected transfers of certain positions from DHHS into the DAS Shared Services Center for the processing of Accounts Payable. However, after further review and consideration, the Department of Health and Human Services (DHHS) requested a change in the positions to be transferred to DAS. DAS has agreed with the changes and accordingly this request is being made to reflect the final agreement between both DAS and DHHS. In order to meet its obligation to DAS, DHHS made the proposal to substitute the Accounting Technician position with a Secretary II and part time Accounting Technician of which DAS concurs.

The following tables details the position substitution between DAS and DHHS; with negative (amounts) being transferred from DAS to DHHS and positive amounts being transferred to DAS from DHHS;

SFY 2014		Position	Position	Labor			
Dept	Account Unit	Title	Number	Grade	Salary	Benefits	Total
DAS	01-14-14-140510-2980-010	Accounting Technician	15782	12	(33,384)	(32,172)	(65,556)
DHHS	05-95-95-952010-5682-010	Secretary II	40357	9	30,888	15,131	46,019
DHHS	05-95-95-950010-5676-050	Accounting Technician	TMPPT 2419	12	22,613	1,730	24,343
TOTAL					20,117	(15,311)	4,806

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

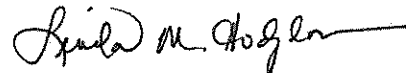
Her Excellency, Governor Maggie Hassan
and the Honorable Council

August 17, 2013

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SFY 2015		Position	Position	Labor			
Dept	Account Unit	Title	Number	Grade	Salary	Benefits	Total
DAS	01-14-14-140510-2980-010	Accounting Technician	15782	12	(33,684)	(34,237)	(67,921)
DHHS	05-95-95-952010-5682-010	Secretary II	40357	9	30,888	16,117	47,005
DHHS	05-95-95-950010-5676-050	Accounting Technician	TMPPT 2419	12	23,065	1,765	24,830
TOTAL					20,269	(16,355)	3,914

Respectfully submitted,



Linda M Hodgdon
Commissioner

144:29 Department of Administrative Services; Consolidation of Business Processing Functions.

I. The commissioner of administrative services, with the prior approval of the fiscal committee of the general court and the governor and council, is authorized to make such transfers of appropriation items and changes in allocations of funds available for operational purposes to the department of administrative services, from any other agency, as may be necessary or desirable to effectuate the efficient consolidation of business processing functions within state government. Such business processing functions shall include:

- (a) Accounts receivable;
- (b) Accounts payable;
- (c) Collection of fines, penalties, fees, restitution, remittances, and other moneys due to the state; and
- (d) Such other finance and accounting functions and transactions the commissioner of administrative services determines would achieve substantial efficiencies from consolidation.

II. The commissioner of administrative services is authorized to issue a request for proposals or purchases in accordance with RSA 21-I:22 and RSA 21-I:22-a for the services and assistance of a qualified consultant to evaluate and identify opportunities for business processing consolidation in state government and to make recommendations, including for a proposed implementation plan, for consolidation of such functions.

III. The commissioner of administrative services is authorized to establish the number of total personnel required for business processing functions in the executive branch of state government and, with the prior approval of the governor and council, is authorized to eliminate unnecessary positions and to transfer to the department of administrative services any position in another agency identified by the commissioner of administrative services as necessary or desirable to effectuate the efficient consolidation of business processing functions within state government. Such transfers shall include the transfer of all associated books, papers, records, personnel files, and equipment, including but not limited to work station and information technology equipment, and shall include the transfer of any unexpended appropriations for any of the foregoing, as well as any unexpended appropriations for salary/payroll, benefits, support costs, or any other costs associated with the transferred personnel.

IV. The commissioner of administrative services may locate personnel whose positions have been transferred in such work spaces as the commissioner determines will efficiently effectuate the consolidation of business functions. Such work spaces may include either space currently owned or rented by the state, or space which may be rented by the commissioner utilizing amounts which may be saved by the state as the result of the consolidation of human resources and payroll functions.

V. For the biennium ending June 30, 2015, the department of state shall be exempt from the provisions of this section as they relate to the execution of the constitutional duties of the office of the secretary of state.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

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

Bureau of Turnpikes
August 27, 2013

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

REQUESTED ACTION

Pursuant to Chapter 144:95, L'2013 authorize the Department of Transportation to transfer \$182,000 between Turnpike Fund accounting units and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2014 as follows:

04-096-096-961017-7499	Current Budget FY 2014	Requested Change	Revised Budget FY 2014
Turnpikes Debt Service			
Expenses:			
044 500407 Rev Bond Interest Payments	\$42,500,000	(\$75,000)	\$42,425,000
Total	\$42,500,000	(\$75,000)	\$42,425,000
Source of Funds			
Revenue:			
000-406877 Federal Funds	\$3,130,638	\$0	\$3,130,638
000017 Turnpike Fund	39,369,362	(75,000)	39,294,362
	\$42,500,000	(\$75,000)	\$42,425,000

04-096-096-961017-7022	Current Budget FY 2014	Requested Change	Revised Budget FY 2014
Turnpikes Administration - Support			
Expenses:			
010 500100 Personal Services – Perm	\$1,640,848	\$0	\$1,640,848
017 500147 FT Employees Special Pay	4,200	0	4,200
018 500106 Overtime	120,000	0	120,000
019 500105 Holiday Pay	2,500	0	2,500
020 500200 Current Expense	118,823	(5,000)	113,823
022 500255 Rents-Leases Other than State	6,287	0	6,287
023 500291 Heat, Electricity, Water	9,373	0	9,373
024 500225 Maint Other than Bldg-Grnds	25,240	0	25,240
026 500251 Membership Fees	50,000	0	50,000
029 500290 Intra Agency Transfers	2,952,344	0	2,952,344
030 500311 Equipment	121,473	0	121,473
035 500000 Shared Services Support	46,301	0	46,301

037 500171 Technology Hardware	2,300	12,000	14,300
039 500188 Telecommunications	45,017	0	45,017
040 500800 Indirect Costs	250,000	0	250,000
047 500240 Own Forces Maint - Bldg	5,000	0	5,000
048 500226 Contract Maint Bldgs & Grnds	16,000	0	16,000
049 500294 Trnsfr To Agencies	125,000	0	125,000
050 500109 Personal Services - Temporary	80,000	0	80,000
060 500601 Benefits	1,084,458	0	1,084,458
066 500543 Continuing Prof Education	10,000	0	10,000
069 500567 Promotional and Marketing Exp	0	5,000	5,000
070 500704 In-State Travel	750	0	750
080 500710 Out of State Travel	12,000	0	12,000
103 500741 Contracts for Operational Svc	10,518	0	10,518
255 500949 Cost of Issuing Bonds	0	75,000	75,000
403 500878 Audit	110,000	0	110,000
404 500880 Intra-Indirect Costs	2,761,576	0	2,761,576
Total	\$9,610,008	\$87,000	\$9,697,008
Source of Funds			
Revenue:			
000017 Turnpike Fund	\$9,610,008	\$87,000	\$9,697,008

04-096-096-961017-7027	Current Budget FY2014	Requested Change	Revised Budget FY2014
Turnpikes Central Maintenance			
Expenses:			
010 500100 Personal Services – Perm	\$940,011	\$0	\$940,011
017 500147 FT Employees Special Pay	29,400	0	29,400
018 500106 Overtime	340,000	0	340,000
019 500105 Holiday Pay	8,000	0	8,000
020 500200 Current Expense	1,139,730	(50,000)	1,089,730
022 500255 Rents-Leases Other than State	660,576	0	660,576
023 500291 Heat, Electricity, Water	283,497	0	283,497
024 500225 Maint Other than Bldg-Grnds	8,209	0	8,209
030 500311 Equipment	946,573	(12,000)	934,573
039 500188 Telecommunications	14,793	0	14,793
047 500240 Own Forces Maint	100,000	0	100,000
048 500226 Contract Maint Bldgs & Grnds	58,566	0	58,566
050 500109 Personal Services – Temp	86,000	0	86,000
060 500601 Benefits	759,480	0	759,480
068 500563 Remuneration	3,000	0	3,000
070 500704 In-State Travel	7,500	0	7,500
103 500741 Contracts for Operational Svc	70,335	0	70,335
400 500871 Construction Repair Material	0	50,000	50,000
Total	\$5,455,670	(\$12,000)	\$5,443,670
Source of Funds			
Revenue:			
000017 Turnpike Fund	\$5,455,670	(\$12,000)	\$5,443,670

04-096-096-961017-7032	Current Budget FY2014	Requested Change	Revised Budget FY2014
East NH Tpk Blue Star Maintenance			
Expenses:			
010 500100 Personal Services – Perm	\$455,854	\$0	\$455,854
017 500147 FT Employees Special Pay	13,440	0	13,440
018 500106 Overtime	160,000	0	160,000
019 500105 Holiday Pay	5,000	0	5,000
020 500200 Current Expense	557,285	(5,000)	552,285
022 500255 Rents-Leases Other than State	296,695	0	296,695
023 500291 Heat, Electricity, Water	91,864	0	91,864
024 500225 Maint Other than Bldg-Grnds	4,700	0	4,700
030 500311 Equipment	526,919	0	526,919
037 500168 Technology Hardware	2,200	0	2,200
039 500188 Telecommunications	3,467	0	3,467
047 500240 Own Forces Maint	2,000	0	2,000
048 500226 Contract Maint Bldgs & Grnds	54,519	0	54,519
050 500109 Personal Services – Temp	37,000	0	37,000
060 500601 Benefits	390,106	0	390,106
068 500563 Remuneration	3,000	0	3,000
070 500704 In-State Travel	3,000	0	3,000
103 500741 Contracts for Operational Svc	59,758		59,758
400 500871 Construction Repair Material	0	5,000	5,000
Total	\$2,666,807	\$0	\$2,666,807
Source of Funds			
Revenue:			
000017 Turnpike Fund	\$2,666,807	\$0	\$2,666,807

04-096-096-961017-7037	Current Budget FY2014	Requested Change	Revised Budget FY2014
East NH Tpk Spaulding Maintenance			
Expenses:			
010 500100 Personal Services – Perm	\$381,447	\$0	\$381,447
017 500147 FT Employees Special Pay	12,600	0	12,600
018 500106 Overtime	140,000	0	140,000
019 500105 Holiday Pay	7,500	0	7,500
020 500200 Current Expense	420,539	(35,000)	385,539
022 500255 Rents-Leases Other than State	112,500	0	112,500
023 500291 Heat, Electricity, Water	78,825	0	78,825
024 500225 Maint Other than Bldg-Grnds	4,800	0	4,800
030 500311 Equipment	1,322,518	0	1,322,518
037 500168 Technology Hardware	2,185	0	2,185
039 500188 Telecommunications	1,376	0	1,376
047 500240 Own Forces Maint	2,000	0	2,000
048 500226 Contract Maint Bldgs & Grnds	61,237	0	61,237
050 500109 Personal Services – Temp	30,000	0	30,000
060 500601 Benefits	245,982	0	245,982
068 500563 Remuneration	3,000	0	3,000
070 500704 In-State Travel	2,000	0	2,000
103 500741 Contracts for Operational Svcs	64,038		64,038

400 500871 Construction Repair Material	0	35,000	35,000
Total	\$2,892,547	\$0	\$2,892,547
Source of Funds			
Revenue:			
000017 Turnpike Fund	\$2,892,547	\$0	\$2,892,547

EXPLANATION

The Department requests authorizations to transfer 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:

NH Turnpike Debt Service (7499) – 92.63% Turnpike Funds, 7.37 Federal Funds

Class 044 Decrease Debt Service – Other Agencies by \$75,000. This account will have a surplus due to Revenue Bond refundings done during Fiscal Year 2013. The transfer is requested to fund bond issuance administration fees in the Turnpike Administration Account 7022-255, Cost of Issuing Bonds.

NH Turnpike Administration - Support (7022) – 100% Turnpike Funds

Class 020 Decrease Current Expense by \$5,000. This transfer is due to advertising expenditures included in Class 020 instead of the newly established Class 069. This transfer will align expenditures to the proper class line per accounting policy.

Class 037 Increase Technology - Hardware by \$12,000. This transfer will allow the purchase of two (2) File Servers recommended for replacement by the Department of Information Technology at the end of this fiscal year.

Class 069 Create a non-budgeted Class 069 in Accounting Unit 7022 for advertising of service contracts not administered by Purchase and Property in the amount of \$5,000. The expenses were budgeted under Class 020 Current Expense in Fiscal Year 2014.

Class 255 Create a non-budgeted Class 255 in Accounting Unit 7022 for Cost of Issuing Bonds - administration fees on existing bond issues in the amount of \$75,000. The fees were not budgeted in Fiscal Year 2014 due to an oversight.

NH Turnpike Central Maintenance (7027) – 100% Turnpike Funds

Class 020 Decrease Current Expense by \$50,000. This transfer is due to guardrail repair expenditures included in Class 020 instead of the newly established Class 400. This transfer will align expenditures to the proper class line per accounting policy.

Class 30 Decrease Equipment by \$12,000. This transfer of funds to Turnpike Administration Account 7022-037 is for the replacement of two (2) file servers. This transfer will align expenditures to the proper class line per accounting policy.

Class 400 Create a non-budgeted Class 400 in Accounting Unit 7027 for Guardrail Repairs for the repair of guardrail damaged during motor vehicle accidents in the amount of \$50,000. The contractual repairs were budgeted under Class 020 Current Expense in Fiscal Year 2014.

East NH Turnpike Blue Star Maintenance (7032) – 100% Turnpike Funds

- ~~Class 020~~ Decrease Current Expense by \$5,000. This transfer is due to guardrail repair expenditures included in Class 020 instead of the newly established Class 400. This transfer will align expenditures to the proper class line per accounting policy.
- Class 400 Create a non-budgeted Class 400 in Accounting Unit 7032 for Guardrail Repairs for the repair of guardrail damaged during motor vehicle accidents in the amount of \$5,000. The contractual repairs were budgeted under Class 020 Current Expense in Fiscal Year 2014.

East NH Turnpike Spaulding Maintenance (7037) – 100% Turnpike Funds

- Class 020 Decrease Current Expense by \$35,000. This transfer is due to guardrail repair expenditures included in Class 020 instead of the newly established Class 400. This transfer will align expenditures to the proper class line per accounting policy.
- Class 400 Create a non-budgeted Class 400 in Accounting Unit 7037 for Guardrail Repairs for the repair of guardrail damaged during motor vehicle accidents in the amount of \$35,000. The contractual repairs were budgeted under Class 020 Current Expense in Fiscal Year 2014.

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

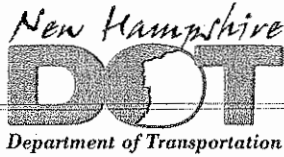
1. Does transfer involve continuing programs or one-time projects?
Transfers are for continuing programs.
2. Is this transfer required to maintain existing program level or will it increase program level?
Transfers are to maintain existing program levels (no increase in program level).
3. Cite any requirements, 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 (Debt Service), Turnpike 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?
Funds would lapse back to the Turnpike Fund.
7. Are personal services involved?
No personnel services are involved.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.
Commissioner



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

August 27, 2013
Bureau of Finance and Contracts

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 CH 144:95, L2013 authorize the Department of Transportation to transfer \$96,975 between Highway Fund classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2014; and to transfer \$77,580 between Highway Fund accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2015 as follows:

	FY2014			FY2015		
	Current Budget	Requested Change	Revised Budget	Current Budget	Requested Change	Revised Budget
04-096-096-963515-3054						
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	88,059	96,975	185,034	37,500	77,580	115,080
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
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 Consultants	61,102,437	0	61,102,437	13,000,000	0	13,000,000

049 500294 Transfer to Other State Agencies	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 500712 Out of State Travel	29,591	0	29,591	15,000	0	15,000
400 500870 Construction-Repairs & Materials	270,776,234	(96,975)	270,679,259	80,000,000	(77,580)	79,922,420
401 500877 Land Interest	92,560,644	0	92,560,644	9,500,000	0	9,500,000
Total	\$426,575,291	\$0	\$426,575,291	\$102,948,873	\$0	\$102,948,873

	FY2014			FY2015		
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	0	8,349,622	612,703	0	612,703
009-405699 Agency Income	(2,782,240)	0	(2,782,240)	0	0	0
000015 Highway Fund	6,862,261	0	6,862,261	0	0	0
Total	\$426,575,291	\$0	\$426,575,291	\$102,948,873	\$0	\$102,948,873

EXPLANATIONS

The Department requests authorizations 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:

Consolidated Federal (3054) – FY14 : 97.09% Federal Funds, 1.96% Private Local Funds, (0.65%) Agency Income and 1.6% Highway Funds

Consolidated Federal (3054) – FY15 : 99.40% Federal Funds and 0.60% Private Local Funds

Class 024 Increase Maintenance Other Than Buildings and Grounds by \$96,975 in FY14 and \$77,580 in FY15. This transfer will fund a Statewide intelligent transportation systems (ITS) field-device repair program and aligns appropriations in the proper class lines per accounting policy.

Class 400 Decrease Construction Repair Materials by \$96,975 in FY14 and \$77,580 in FY15 to reallocate funds with available Federal program funds related to the provision of Statewide intelligent transportation systems (ITS) field-device repairs.

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 Highway Funds, Federal Fund, Private Local Funds 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?
There are no personnel services involved.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.
Commissioner

THE STATE OF NEW HAMPSHIRE

CHAIRMAN
Amy L. Ignatius

COMMISSIONERS
Michael D. Harrington
Robert R. Scott

EXECUTIVE DIRECTOR
Debra A. Howland



PUBLIC UTILITIES COMMISSION
21 S. Fruit Street, Suite 10
Concord, N.H. 03301-2429

TDD Access: Relay NH
1-800-735-2964

Tel. (603) 271-2431

FAX (603) 271-3878

Website:
www.puc.nh.gov

September 3, 2013

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

Chairman Wallner and members of the Fiscal Committee:

REQUESTED ACTION

Pursuant to Chapter 144:137,I, Laws of 2013, and on behalf of the Tri-County Community Action Program, Inc., the Public Utilities Commission hereby requests Fiscal Committee approval of the expenditure of \$500,000.00 by the Tri-County Community Action Program, Inc. to be used to pay and manage priority unsecured debt and such other obligations as determined by the special trustee upon approval of the Joint Fiscal Committee through June 30, 2014.

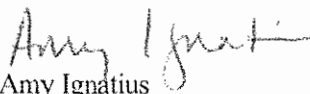
Funding is 100% Other Funds (Renewable Portfolio Standard 362-F:10) and is available as follows:

<u>Account</u>	<u>Description</u>	<u>FY 2014</u>
02-81-81-811510-88790000	REF Tri-County Recovery	
010-081-88790000-073-500581	Grants to Non-Profits -- State	\$500,000.00

EXPLANATION

Chapter 144:137,I, Laws of 2013, authorizes the Public Utilities Commission (Commission) to transfer \$500,000 from the account created by RSA 362-F:10 to Tri-County Community Action Program, Inc. (Tri-County). The Commission has established an appropriation, REF Tri-County Recovery, for the transfer to Tri-County and has funded it with \$500,000 from the Renewal Energy Fund as required by law. Chapter 144:137,I also requires Tri-County to obtain prior Fiscal Committee approval before using such funds to pay for obligations determined by the special trustee. Tri-County has requested the Commission, as a state agency, to act on its behalf in this matter.

Sincerely,


Amy Ignatius
Chairman

Attachment



September 4, 2013

Via email

Representative Mary Jane Wallner, Chair
Fiscal Committee
107 N. Main St.
State House
Concord, NH 03301

Dear Representative Wallner:

I respectfully write to the Fiscal Committee (the "Committee") as Special Trustee of the Tri-County Community Action Program, Inc. ("TCCAP"). Specifically, I write concerning the approval by the legislature of One Million Thirty-Three Thousand Dollars (\$1,033,000.00) in cash and an available Two Hundred and Fifty Thousand Dollar (\$250,000.00) revolving line of credit approved for TCCAP's use as part of the 2013-2014 biennial budget, passed into law as H.B. 2 (as described in Exhibit A).

First, it is my understanding that the transfer of \$533,000 to repay TCCAP's Fuel Assistance Program advance will be made directly from the Public Utilities Commission to the Office of Energy and Planning, which manages the federally-funded Fuel Assistance Program. That transfer retires that outstanding obligation.

Second, HB2 requires that the Fiscal Committee approve TCCAP's proposed uses of the \$500,000.00 (the "Funds") that HB2 appropriated from the Renewable Energy Fund controlled by the Public Utilities Commission (the "PUC") to TCCAP. I can and will assure you that the uses for the Funds will be exactly what I have represented them to be, as further explained below. I also remain mindful of my duty to report and account after disbursing the Funds, given my word to various legislators and my duties as Special Trustee with continuing obligations to report to both the Attorney General's Office and the Court. Finally, I understand that the PUC is acting as TCCAP's sponsor to facilitate this submittal to the Committee, and we greatly appreciate their efforts to assist us in this process.

I. Proposed Use.

Upon disbursement of the Funds, I will use the Funds for the following two (2) purposes:

1. To repay the balance of a \$224,000 debt to Granite State Guardianship Services TCCAP has been repaying this sum at the rate of \$10,000

William L. Chapman
George W. Roussos
Howard M. Moffett
James E. Morris
John A. Malmberg
Douglas L. Patch
Steven L. Winer
Peter F. Burger
Lisa Snow Wade
Susan S. Geiger
Jennifer A. Eber
Jeffrey C. Spear
Connie Boyles Lane
Judith A. Fairclough
Maureen D. Smith
Todd C. Fahey
James F. Laboe
Robert S. Carey
John M. Zaremba
Heidi S. Cole
Jeremy D. Eggleton
Rachel A. Goldwasser
Rebecca E. Perkins

Lawrence A. Kelly
(Of Counsel)

Representative Mary Jane Wallner, Chair
Fiscal Committee
September 4, 2013
Page 2

each month. The balance now due on this priority unsecured obligation is now \$164,000. This amount must be repaid as soon as possible. I will use the \$164,000 of this amount to repay the guardianship program. This will leave another \$336,000 available.

2. To retire some debt now due to TD Bank in the on a line of credit to cure and prevent a default. TCCAP has a "seasonal" line of credit that was due to be reduced (or "stepped down") to \$350,000 in February. TD Bank has given us time to repay this amount, pending the release of the Funds. TCCAP owes \$350,000.00 on this credit facility. Provided that, upon payment, TD Bank again makes credit available to TCCAP (in this same amount), I will use the \$336,000 in net proceeds remaining after repayment of the guardianship obligation to satisfy the TD Bank obligation.

3. HB2 also appropriated \$250,000 for a revolving loan fund for use by TCCAP. HB2 requires that the repayment terms for this fund be determined in consultation with the Department of Administrative Services ("DAS"). We respectfully suggest that it be structured like a conventional credit facility and drawn upon as needed to manage TCCAP's fluctuations in cash flow caused by occasional delays in receiving funding or reimbursements, and we will work with DAS to formalize this. It is important that this fund be readily available (for electronic transfer to TCCAP) as the organization's need for cash can appear quite suddenly. The plan is to use these funds as a line of credit to manage cash flow, not to fund operational losses or deficits. We do not believe that HB2 requires Fiscal Committee action at this time.

II. Administrative and Fiscal Controls over the Funds.

The Funds will be paid out immediately upon receipt, again provided that TD Bank agrees to make credit available to TCCAP given this repayment. I will promptly account for the expenditures and provide proof of payment. I expect two checks only. I will directly and personally oversee the receipt of the Funds and their payment as represented herein. It is my understanding that the Funds have been placed in an account for transfer by the PUC at this time. I respectfully request that the Committee approve this proposal to transfer the Funds to immediately TCCAP to be used in accordance with Section I and the clear legislative intent.

Please feel free to contact me at any time to discuss this matter further, or to address any questions or concerns that this raises. Thank you again for your continued support of TCCAP, and for your assistance in ensuring that it remains a strong and important part of the North Country economy.

Very truly yours,



Todd C. Fahey

TCF/rep

Representative Mary Jane Wallner, Chair
Fiscal Committee
September 4, 2013
Page 3

cc: Valeria Hall (via email)
Meredith Hatfield, Esq. (via email)
Linda Hodgdon (via email)
Rea Pfeiffer (via email)
Peter Higbee (via email)

1057987

EXHIBIT A

Full Language of H.B. 2 Text Concerning TCCAP

Analysis:

87. Requires the public utilities commission to transfer funds to provide other necessary funds to the court-appointed trustee of the Tri-County Community Action Program, and establishes a revolving loan fund for the continued stabilization of the program.

Text of bill:

144:136 Transfer of Funds to the Tri-County Community Action Program.

I. Notwithstanding any provision of law to the contrary, the chairman of the public utilities commission is authorized to transfer funds from the account created by RSA 362-F:10 to the office of energy and planning to repay funds for low income home energy assistance, and to provide other necessary funds to Tri-County Community Action Program, Inc., acting through its court-appointed special trustee, for the stabilization of that agency, in an amount not to exceed \$533,000 upon request of the special trustee, until June 30, 2014. Such funds shall be used to pay and manage priority unsecured debt and such other obligations as the special trustee shall determine. The special trustee shall provide monthly reports on the use of such funds, as well as the efforts to stabilize and restore accountability to the agency, to the office of energy and planning, the department of justice charitable trusts unit, and to the probate court as it requires.

II. Funds transferred under this section shall be repaid by the Tri-County Community Action Program from litigation or settlement funds or from insurance proceeds received or recovered by the Tri-County Community Action Program from claims or litigation related to the circumstances that resulted in the special trusteeship. The state shall have a priority claim to reimbursement from such proceeds. The final amount utilized by the agency and the use of the funds shall be reported to the fiscal committee of the general court, the office of energy and planning, and the department of justice charitable trusts unit no later than July 31, 2014.

144:137 Transfer of Funds to the Tri-County Community Action Program. I. Notwithstanding any provision of law to the contrary, the chairman of the public utilities commission may transfer funds from the account created by RSA 362-F:10 to provide other necessary funds to Tri-County Community Action Program, Inc., acting through its court-appointed special trustee, for the stabilization of that agency, in an amount not to exceed \$500,000 upon request of the special trustee, until June 30, 2014. Such funds shall be used to pay and manage priority unsecured debt and such other obligations as the special trustee shall determine, with the prior approval of the fiscal committee of the general court. The special trustee shall provide monthly reports on the use of such funds, as well as the efforts to stabilize and restore accountability to the agency, to the office of energy and planning, the department of justice charitable trusts unit, the fiscal committee of the general court, and to the probate court as it requires.

II. Funds transferred under this section shall be repaid, if sufficient funds are received by the Tri-County Community Action Program, from litigation or settlement funds or from insurance proceeds received or recovered relating to circumstances that resulted in the special trusteeship. The final amount utilized by the agency and the use of the funds shall be reported to the fiscal committee of the general court, the office of energy and planning, and the department of justice charitable trusts unit no later than July 31, 2014.

144:138 Revolving Loan Fund; Tri-County Community Action Program. I. There is hereby established a non-lapsing and continually appropriated Tri-County Community Action Program revolving loan fund. The fund shall be administered by the department of administrative services and shall be used for the purpose of providing loans for the continued stabilization of the Tri-County Community Action Program, Inc. At no time shall the total outstanding amount loaned exceed \$250,000. II. The sum of \$250,000 is hereby transferred from the renewable energy fund in RSA 362-F:10 and appropriated to the Tri-County Community Action Program revolving loan fund. III. Repayment terms of the loans shall be determined by the department in consultation with the Tri-County Community Action Program, Inc., acting through its court-appointed special trustee, which shall continue to be in effect after the repeal of the revolving loan fund in paragraph I. IV. All funds in the Tri-County Community

Action Program revolving loan fund upon the repeal of the authority under paragraph I and any remaining repayment collected after such repeal, shall be deposited in the renewable energy fund under RSA 362-F:10.144:139 New Subparagraph; State Treasurer Accounts; Tri-County Community Action Program revolving loan fund. Amend RSA 6:12, I(b) by inserting after subparagraph (310) the following new subparagraph:(311) Moneys deposited in the Tri-County Community Action Program revolving loan fund.

1057988_1

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			
		Agriculture, Markets and Food, Department of Total		-	156,342	-	156,342	-	-	
13-167	July'13	Resources & Economic Development	RSA 14:30-a, VI	-	84,772	-	84,772			
		Resources & Economic Development Total		-	84,772	-	84,772	-	-	
		FY 2014 Total		-	826,114	-	826,114	-	-	

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 07/10/13

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		-	-	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

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									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

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								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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									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.	-	-		-
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.	-	-		-

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									Full-Time	Part-Time			
		DHHS-Division of Community-Based Care Total											
09-244	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II, L'09		101,340,062	-	101,340,062					50,952	
09-294	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II, L'09		3,762,500	-	3,762,500					3,763	
10-127	May'10	DHHS-Division of Family Assistance	Ch 144:39,II, L'09		588,478	-	588,478					-	
		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											
10-090	Mar'10	DHHS-Office of Improvement, Integrity, & Info.	Ch 144:39,II, L'09		46,711,499	-	46,711,499					44,824	
		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
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

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									Full-Time	Part-Time		
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
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
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	-

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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		
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	1	-	6/30/2012	-
09-342	Oct'09	Safety, Department of	RSA 14:30-a, VI		-	244,033	244,033	funds received from the Department of Justice; FIS 12-167 extends end date for grant and the 2 positions approved in original item	2	-	6/30/2012	-
09-347	Oct'09	Safety, Department of	RSA 14:30-a, VI		-	87,362	87,362	funds received from the Office of Economic Stimulus; extends the end date for grant and for position approved in original item.	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												
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-arra feder	-	-		-
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

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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		
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
10-128	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
10-267	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,	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		-	-		-
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

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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		
10-237	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
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

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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		
10-265	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		-	-		-
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	-	-		-

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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		
09-342	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	-	-		-
		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

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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		
09-182	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.	-	-		-
		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

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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		
10-144	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
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		-	-		-

LBAO
07/11/13

**AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
STIMULUS FUNDING**
Fiscal Committee Approvals Through Meeting of 07/10/13

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
11-153	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		1,294,196	266,338	1,560,534		-	-		1,609
		CUMULATIVE TOTAL		\$ 798,533,741	\$ 13,726,119	\$ 812,259,861		57	22		\$ 669,835

JOINT LEGISLATIVE FACILITIES COMMITTEE
 LEGISLATIVE BRANCH
 DETAIL OF BALANCE OF FUNDS AVAILABLE
 FISCAL YEAR 2013
 As of 6/30/2013

Legislative Branch:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Senate:	1170							
Personal srvs. - members	011		6,821.00		(1,035.84)	5,785.16		0.00
Personal srvs. - nonclassi	016		1,712,981.00		(281,145.99)	1,431,835.01		0.00
Current expenses	020		44,308.00		16,885.32	61,193.32		0.00
Rents-Leases other than state	022		9,500.00		(1,206.45)	8,293.55		0.00
Equipment	030		1,000.00		(630.01)	369.99		0.00
Telecommunications	039		24,192.00		(7,793.81)	16,398.19		0.00
Legal srvs.& consultants	046		77,000.00		(573.10)	76,426.90		0.00
Personal srvs. - temp/app	050		104,919.00		(91,360.30)	13,558.70		0.00
Benefits	060		607,047.00		(9,744.11)	597,302.89		0.00
Employee training	066		100.00		119.00	219.00		0.00
Travel:								
In state	070		155,000.00		(47,308.33)	107,691.67		0.00
Out of state	080		11,500.00		(11,136.90)	363.10		0.00
President's discretionary fund	285		4,499.00		(568.66)	3,930.34		0.00
Contingency	289		1.00		(1.00)			0.00
Total		0.00	2,758,868.00	0.00	(435,500.18)	2,323,367.82		0.00

Legislative Branch - continued:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
House	1180							
Personal srvs. - members	011		88,000.00		(8,074.84)	79,925.16		0.00
Personal srvs. - nonclassi	016		1,690,861.00		(235,514.75)	1,455,346.25		0.00
Current expenses	020		124,847.00		(75,210.35)	49,636.65		0.00
Rents-Leases Other than State	022		1,000.00		2,752.38	3,752.38		0.00
Maint. Other than bldg/grnd	024		6,000.00		(96.00)	5,904.00		0.00
Equipment	030		5,000.00		32,963.93	37,963.93		0.00
Telecommunications	039		36,653.00		(8,073.57)	28,579.43		0.00
Consultants	046		30,000.00		178,459.63 (E)	208,459.63		0.00
Personal srvs. - temp/app	050		231,722.00		(46,075.53)	185,646.47		0.00
Benefits	060		680,355.00		(60,079.82)	620,275.18		0.00
Employee training	066		500.00		(500.00)			0.00
Travel:								
In state	070		1,078,500.00		(208,143.10)	870,356.90		0.00
Out of state	080		125,000.00		(89,240.97)	35,759.03		0.00
Speaker's special fund	286		5,000.00		(1,246.12)	3,753.88		0.00
Democratic Leader's Account	287		3,500.00		(313.91)	3,186.09		0.00
Republican Leader's Account	288		3,000.00		92.33	3,092.33		0.00
Contingency	289		10,000.00		(10,000.00)			0.00
Total		0.00	4,119,938.00	0.00	(528,300.69)	3,591,637.31		0.00

Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Operations	1160							
Personal srvs. - nonclassi	016		193,299.00		2,302.81	195,601.81		0.0
Current expenses	020		5,000.00		(3,540.99)	1,459.01		0.0
Telecommunications	039		8,392.00		(518.33)	7,873.67		0.0
Own Forces Maint-Bldg & Grounds	047		2,000.00		(1,845.41)	154.59		0.0
Benefits	060		106,181.00		21,020.70	127,201.70		0.0
Total		0.00	314,872.00		17,418.78	332,290.78		0.0
Joint Expenses	8677							
Current expenses	020		65,108.00		(13,908.76)	51,199.24		0.0
Rents-Leases Other Than State	022		11,500.00		(6,797.75)	4,702.25		0.0
Organizational Dues	026		219,029.00		(92,150.00)	126,879.00		0.0
Equipment New/Replacement	030		100.00		(100.00)			0.0
Consultants	046		2,000.00		(220.85)	1,779.15		0.0
Transfer to Other State Agencies	049		3,000.00		(3,000.00)			0.0
Legislative Contingency	289		1.00		(1.00)			0.0
Legislative Printing & Binding	290		220,000.00		9,514.09	229,514.09		0.0
Joint Orientation	291		11,000.00		(2,705.86)	8,294.14		0.0
Redistricting	292		31,773.00		(31,773.00)			0.0
Total		0.00	563,511.00	0.00	-141,143.13	422,367.87	0.00	0.0
Less estimated Revenue			-91,211.00	12,114.62	79,186.50 (A)			90.1
Total		0.00	472,300.00	12,114.62	-61,956.63	422,367.87	0.00	90.1
Joint Legislative Historical Committee	8870-214	63,985.79	10,000.00			7,510.03		66,475.7

Legislative Branch - continued:		Balance					Encumb	Balance
		Forward	Appropriation	Income	Transfers	Expenditures	rances	Available
Visitor's Center:	1229							
Personal srvs. - nonclassi	016		94,748.00		2,107.84	96,855.84		0.00
Current Expenses	020		776.00		(270.70)	505.30		0.00
Equipment	030		100.00		(100.00)			0.00
Telecommunications	039		1,224.00		(422.44)	801.56		0.00
Benefits	060		51,777.00		4,538.78	56,315.78		0.00
Employee training	066		100.00		(100.00)			0.00
Total		0.00	148,725.00		5,753.48	154,478.48		0.00
Visitor's Ctr. Revolving Fund (G)	1230							
Souvenir Purchases	106	12,019.62	0.00		35,871.70	46,724.37	90.00	1,076.95
Revenue	2016	37,052.91	0.00	48,922.14	(37,052.00) (B)			48,923.05
Total		49,072.53	0.00	48,922.14	(1,180.30)	46,724.37	90.00	50,000.00
Legislative Accounting:	1166							
Personal srvs. - nonclassi	016		191,655.00		3,908.29	195,563.29		0.00
Current expenses	020		2,006.00		(1,040.45)	965.55		0.00
Equipment	030		100.00		(100.00)			0.00
Telecommunications	039		994.00		(299.93)	694.07		0.00
Benefits	060		76,565.00		21,431.95	97,996.95		0.00
Employee training	066		100.00		(100.00)			0.00
Out of state travel	080		100.00		(100.00)			0.00
Total		0.00	271,520.00		23,699.86	295,219.86		0.00

Legislative Branch - continued:

	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
General Court Info. Systems:	4654							
Personal srvs. - nonclassi	016		610,454.00		(190,298.72)	420,155.28		0.00
Current expenses	020		33,784.00		(16,882.32)	16,901.68		0.00
Equipment	030		10.00		(10.00)			0.00
Technology - Hardware	037		75,000.00		(1,962.81)	73,037.19		0.00
Technology - Software	038		87,000.00		(28,248.43)	58,751.57	0.00	0.00
Telecommunications	039		7,316.00		(5,210.31)	2,105.69		0.00
Consultants	046		10.00		(10.00)			0.00
Benefits	060		191,684.00		(35,816.15)	155,867.85		0.00
Employee training	066		10.00		(10.00)			0.00
In state travel	070		10.00		(10.00)			0.00
Out of state travel	080		10.00		(10.00)			0.00
Total		0.00	1,005,288.00		(278,468.74)	726,819.26	0.00	0.00

Protective Services:

	1164							
Personal srvs. - nonclassi	016		347,050.00		(726.26)	346,323.74		0.00
Current expenses	020		729.00		2,558.25	3,287.25		0.00
Equipment	030		1.00		(1.00)			0.00
Telecommunications	039		4,271.00		(164.54)	4,106.46		0.00
Personal srvs. - temp/app	050		3,884.00		(3,884.00)			0.00
Benefits	060		157,330.00		24,459.71	181,789.71		0.00
Employee training	066		1.00		(1.00)			0.00
Out-of-State Travel	080		1.00		(1.00)			0.00
Total		0.00	513,267.00		22,240.16	535,507.16		0.00

Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Health Services:	1165							
Current expenses	020		1,525.00		(408.32)	1,116.68		0.00
Equipment	030		10.00		(10.00)			0.00
Telecommunications	039		475.00		(34.81)	440.19		0.00
Personal srvs. - temp/app	050		55,194.00		(17,530.88)	37,663.12		0.00
Benefits	060		4,660.00		(1,778.76)	2,881.24		0.00
Employee training	066		10.00		(10.00)			0.00
Total		0.00	61,874.00		(19,772.77)	42,101.23		0.00
Legislative Services:	1270							
Personal srvs. - nonclassi	016		1,537,716.00		(61,275.96)	1,476,440.04		0.00
Current expenses	020		19,326.00		(2,966.20)	16,359.80		0.00
Rents-Leases other than State	022		5,800.00		(691.00)	5,109.00		0.00
Equipment	030		10.00		(10.00)			0.00
Telecommunications	039		7,074.00		(607.88)	6,466.12		0.00
Personal srvs. - temp/app	050		5,000.00		12,406.14	17,406.14		0.00
Benefits	060		524,419.00		96,270.07	620,689.07		0.00
Employee training	066		1,970.00		(1,970.00)			0.00
In state travel	070		10.00		90.01	100.01		0.00
Out of state travel	080		10.00		(10.00)			0.00
Printing and binding	290		10,000.00		(3,771.70)	6,228.30		0.00
Total		0.00	2,111,335.00		37,463.48	2,148,798.48		0.00
Less estimated revenue	009/2045		-4,166.00	1,900.20	2,212.48 ©			-53.32
Total		0.00	2,107,169.00	1,900.20 ©	39,675.96	2,148,798.48		-53.32

Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Budget Division:	1221							
Personal srvs. - nonclassi	016		637,469.00		20,534.86	658,003.86		0.00
Current expenses	020		10,967.00		(2,024.11)	8,942.89		0.00
Rents-Leases other than State	022		6,000.00		183.25	6,183.25		0.00
Organizational Dues	026		100.00		(100.00)			0.00
Equipment	030		2,500.00		11,274.38	13,774.38		0.00
Telecommunications	039		3,033.00		177.29	3,210.29		0.00
Consultants	046		15,000.00		(1,301.00)	13,699.00		0.00
Personal srvs. - temp/app	050		88,055.00		(88,055.00)			0.00
Benefits	060		218,925.00		64,545.91	283,470.91		0.00
Employee training	066		3,500.00		(1,759.00)	1,741.00		0.00
In state travel	070		500.00		(500.00)			0.00
Out of state travel	080		100.00		2,438.32	2,538.32		0.00
Total		0.00	986,149.00		5,414.90	991,563.90		0.00
Legislative Budget Assistant:								
Audit Division:	1222							
Personal srvs. - nonclassi	016		2,076,150.00		(354,714.23)	1,721,435.77		0.00
Current expenses	020		12,860.00		(1,203.75)	11,656.25		0.00
Rents-Leases other than State	022		100,000.00		2,244.00	102,244.00		0.00
Equipment	030		20,000.00		(5,278.89)	14,721.11		0.00
Telecommunications	039		2,040.00		(87.19)	1,952.81		0.00
Consultans	046		570,000.00		(4,385.75)	565,614.25		0.00
Personal srvs. - temp/app	050		51,296.00		(29,385.80)	21,910.20		0.00
Benefits	060		814,707.00		(25,011.98)	789,695.02		0.00
Employee training	066		40,000.00		(31,788.58)	8,211.42		0.00
In state travel	070		15,000.00		(9,007.18)	5,992.82		0.00
Out of state travel	080		100.00		149.38	249.38		0.00
Total		0.00	3,702,153.00	0.00	(458,469.97)	3,243,683.03		0.00
Less estimated revenue	006/125	282,875.00	-488,215.00	761,722.00				556,382.00
Total		282,875.00	3,213,938.00	761,722.00	(458,469.97)	3,243,683.03		556,382.00
Total		395,933.32	15,983,908.00	824,658.96	-1,669,446.14	14,862,069.58	90.00	672,894.50

- (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
- (E) Transferred in from Special Legislative Account - House Sub-account (Ch 224, L11)
Pursuant to Chapter 223:9, L'11 Legislative Branch Operating Budget reduction of \$1,000,000

JOINT LEGISLATIVE FACILITIES COMMITTEE
 LEGISLATIVE BRANCH
 DETAIL OF BALANCE OF FUNDS AVAILABLE
 FISCAL YEAR 2014
 As of 7/31/2013

Legislative Branch:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Senate:	1170							
Personal svcs. - members	011		6,821.00					6,821.00
Personal svcs. - nonclassi	016		1,703,108.00			112,599.30		1,590,508.70
Current expenses	020		44,308.00			1,338.39		42,969.61
Rents-Leases other than state	022		9,500.00			936.48		8,563.52
Equipment	030		1,000.00					1,000.00
Telecommunications	039		24,192.00					24,192.00
Legal svcs.& consultants	046		77,000.00					77,000.00
Personal svcs. - temp/app	050		104,919.00			2,243.58		102,675.42
Benefits	060		605,374.00			49,807.53		555,566.47
Employee training	066		100.00					100.00
Travel:								
In state	070		155,000.00			8,966.02		146,033.98
Out of state	080		11,500.00			150.00		11,350.00
President's discretionary fund	285		4,499.00					4,499.00
Contingency	289		1.00					1.00
Total		0.00	2,747,322.00	0.00	0.00	176,041.30		2,571,280.70

Legislative Branch - continued:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
House	1180							
Personal svcs. - members	011		2,000.00			200.00		1,800.00
Personal svcs. - nonclassi	016		1,599,582.00			108,492.00		1,491,090.00
Current expenses	020		55,000.00			2,205.53		52,794.47
Rents-Leases Other than State	022		4,200.00			394.66		3,805.34
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					30,000.00
Consultants	046		80,000.00					80,000.00
Personal svcs. - temp/app	050		260,517.00			8,917.49		251,599.51
Benefits	060		775,834.00			46,474.86		729,359.14
Employee training	066		300.00					300.00
Travel:								
In state	070		1,100,000.00			45,765.41		1,054,234.59
Out of state	080		100,000.00			1,182.19		98,817.81
Speaker's special fund	286		6,000.00			871.66		5,128.34
Democratic Leader's Account	287		3,500.00			120.00		3,380.00
Republican Leader's Account	288		3,500.00					3,500.00
Total		0.00	4,029,433.00	0.00	0.00	214,623.80		3,814,809.20

Legislative Branch - continued:

		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Operations	1160							
Personal svcs. - nonclassi	016		202,620.00			15,463.35		187,156.65
Current expenses	020		3,000.00			32.01		2,967.99
Telecommunications	039		9,000.00			149.27		8,850.73
Benefits	060		143,526.00			10,595.17		132,930.83
Total		0.00	358,146.00		0.00	26,239.80		331,906.20
Joint Expenses	8677							
Current expenses	020		50,000.00			1,476.77		48,523.23
Rents-Leases Other Than State	022		10,000.00			383.41		9,616.59
Organizational Dues	026		126,761.00			126,761.00		0.00
Equipment New/Replacement	030		10,000.00					10,000.00
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			3,233.55		281,766.45
Joint Orientation	291		0.00					0.00
Total		0.00	487,761.00	0.00	0.00	131,854.73	0.00	355,906.27
Less estimated Revenue		90.12	-12,000.00	33.00	(A)			-11,876.88
Total		90.12	475,761.00	33.00	0.00	131,854.73	0.00	344,029.39
Joint Legislative Historical Committee	8870-216	66,475.76	10,000.00			4,460.00		72,015.76

Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Visitor's Center:		1229						
Personal svcs. - nonclassi	016		98,260.00			7,428.00		90,832.00
Current Expenses	020		750.00			15.99		734.01
Telecommunications	039		1,100.00			44.58		1,055.42
Benefits	060		61,711.00			4,518.20		57,192.80
Total		0.00	161,821.00		0.00	12,006.77		149,814.23
Visitor's Ctr. Revolving Fund (G)		1230						
Souvenir Purchases	106	1,166.93	0.00		48,904.00	606.36	90.00	49,374.57
Revenue	2016	48,904.22	0.00	2,382.07	(48,904.00)			2,382.29
Total		50,071.15	0.00	2,382.07	0.00	606.36	90.00	51,756.86
Legislative Accounting:		1166						
Personal svcs. - nonclassi	016		201,784.00			15,123.00		186,661.00
Current expenses	020		1,500.00			42.48		1,457.52
Telecommunications	039		900.00					900.00
Benefits	060		103,325.00			7,932.83		95,392.17
Total		0.00	307,509.00		0.00	23,098.31		284,410.69

Legislative Branch - continued:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
General Court Info. Systems:	4654							
Personal srvs. - nonclassi	016		376,161.00			23,545.50		352,615.50
Current expenses	020		32,000.00			664.76		31,335.24
Technology - Hardware	037		80,000.00			2,997.90		77,002.10
Technology - Software	038		90,000.00			2,282.68		87,717.32
Telecommunications	039		2,500.00					2,500.00
Benefits	060		176,834.00			9,780.45		167,053.55
Total		0.00	757,495.00		0.00	39,271.29	0.00	718,223.71
Protective Services:	1164							
Personal srvs. - nonclassi	016		361,068.00			26,756.10		334,311.90
Current expenses	020		2,700.00					2,700.00
Telecommunications	039		4,300.00			301.96		3,998.04
Benefits	060		205,406.00			14,741.53		190,664.47
Total		0.00	573,474.00		0.00	41,799.59		531,674.41

Legislative Branch - continued:

		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Health Services:	1165							
Current expenses	020		1,500.00			84.15		1,415.85
Telecommunications	039		500.00			26.68		473.32
Personal srvs. - temp/app	050		57,428.00			2,327.40		55,100.60
Benefits	060		4,393.00			178.05		4,214.95
Total		0.00	63,821.00		0.00	2,616.28		61,204.72
Legislative Services:	1270							
Personal srvs. - nonclassi	016		1,538,188.00			112,401.00		1,425,787.00
Current expenses	020		19,300.00			799.75		18,500.25
Rents-Leases other than State	022		5,500.00			429.00		5,071.00
Telecommunications	039		7,000.00					7,000.00
Personal srvs. - temp/app	050		25,000.00			2,316.76		22,683.24
Benefits	060		692,823.00			49,667.49		643,155.51
Employee training	066		1,500.00					1,500.00
Printing and binding	290		8,000.00			208.55		7,791.45
Total		0.00	2,297,311.00		0.00	165,822.55		2,131,488.45
Less estimated revenue	009/2045	-53.32	-1,000.00	65.00	©			-988.32
Total		-53.32	2,296,311.00	65.00 ©	0.00	165,822.55		2,130,500.13

Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumbrances	Balance Available
Budget Division:	1221							
Personal srvs. - nonclassi	016		637,469.00			47,608.95		589,860.05
Current expenses	020		10,967.00			105.44		10,861.56
Rents-Leases other than State	022		6,000.00			481.75		5,518.25
Organizational Dues	026		100.00					100.00
Equipment	030		2,500.00			689.00		1,811.00
Telecommunications	039		3,033.00					3,033.00
Consultants	046		15,000.00					15,000.00
Personal srvs. - temp/app	050		88,055.00					88,055.00
Benefits	060		218,925.00			21,447.47		197,477.53
Employee training	066		3,500.00					3,500.00
In state travel	070		500.00					500.00
Out of state travel	080		100.00					100.00
Total		0.00	986,149.00		0.00	70,332.61		915,816.39

Legislative Budget Assistant:

Audit Division:	1222							
Personal srvs. - nonclassi	016		2,076,150.00			138,300.76		1,937,849.24
Current expenses	020		12,860.00			547.84		12,312.16
Rents-Leases other than State	022		100,000.00					100,000.00
Equipment	030		20,000.00					20,000.00
Telecommunications	039		2,040.00					2,040.00
Consultants	046		570,000.00					570,000.00
Personal srvs. - temp/app	050		49,948.00			2,332.80		47,615.20
Benefits	060		814,604.00			66,655.24		747,948.76
Employee training	066		40,000.00					40,000.00
In state travel	070		15,000.00			42.00		14,958.00
Out of state travel	080		100.00					100.00
Total		0.00	3,700,702.00	0.00	0.00	207,878.64		3,492,823.36
Less estimated revenue	006/1251	556,382.00	-488,205.00		(D)			68,177.00
Total		556,382.00	3,212,497.00	0.00	0.00	207,878.64		3,561,000.36

Total		672,965.71	15,979,739.00	2,480.07	0.00	1,116,652.03	90.00	15,538,442.75
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- 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

JOINT LEGISLATIVE FACILITIES COMMITTEE
 LEGISLATIVE BRANCH
 DETAIL OF BALANCE OF FUNDS AVAILABLE
 FISCAL YEAR 2014
 As of 8/31/2013

Legislative Branch:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Senate:	1170							
Personal srvs. - members	011		6,821.00					6,821.00
Personal srvs. - nonclassi	016		1,703,108.00			227,004.30		1,476,103.70
Current expenses	020		44,308.00			1,735.35		42,572.65
Rents-Leases other than state	022		9,500.00			1,540.56		7,959.44
Equipment	030		1,000.00					1,000.00
Telecommunications	039		24,192.00			2,719.49		21,472.51
Legal srvs.& consultants	046		77,000.00			2,500.00		74,500.00
Personal srvs. - temp/app	050		104,919.00			4,402.25		100,516.75
Benefits	060		605,374.00			99,909.92		505,464.08
Employee training	066		100.00					100.00
Travel:								
In state	070		155,000.00			14,179.29		140,820.71
Out of state	080		11,500.00			150.00		11,350.00
President's discretionary fund	285		4,499.00			60.00		4,439.00
Contingency	289		1.00					1.00
Total		0.00	2,747,322.00	0.00	0.00	354,201.16		2,393,120.84

Legislative Branch - continued:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
House	1180							
Personal srvs. - members	011		2,000.00			200.00		1,800.00
Personal srvs. - nonclassi	016		1,620,378.00			281,296.44		1,339,081.56
Current expenses	020		55,000.00			3,110.87		51,889.13
Rents-Leases Other than State	022		4,200.00			684.11		3,515.89
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			4,545.58		25,454.42
Consultants	046		80,000.00					80,000.00
Personal srvs. - temp/app	050		260,517.00			14,660.67		245,856.33
Benefits	060		779,846.00			105,770.59		674,075.41
Employee training	066		300.00					300.00
Travel:								
In state	070		1,100,000.00			57,494.14		1,042,505.86
Out of state	080		100,000.00			4,733.40		95,266.60
Speaker's special fund	286		6,000.00			948.66		5,051.34
Democratic Leader's Account	287		3,500.00			120.00		3,380.00
Republican Leader's Account	288		3,500.00					3,500.00
Total		0.00	4,054,241.00	0.00	0.00	473,564.46		3,580,676.54

Legislative Branch - continued:

		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Operations	1160							
Personal svcs. - nonclassi	016		202,620.00			31,258.35		171,361.65
Current expenses	020		3,000.00			445.99		2,554.01
Telecommunications	039		9,000.00			1,312.51		7,687.49
Benefits	060		143,526.00			21,255.97		122,270.03
Total		0.00	358,146.00		0.00	54,272.82		303,873.18

Joint Expenses	8677							
Current expenses	020		50,000.00			1,706.77		48,293.23
Rents-Leases Other Than State	022		10,000.00			464.16		9,535.84
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			8,547.15		276,452.85
Joint Orientation	291		0.00					0.00
Total		0.00	487,761.00	0.00	0.00	137,789.07	0.00	349,971.93
Less estimated Revenue		90.12	-12,000.00	97.75	(A)			-11,812.13
Total		90.12	475,761.00	97.75	0.00	137,789.07	0.00	338,159.80

Joint Legislative Historical Committee	8870-214	66,475.76	10,000.00			4,460.00		72,015.76
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Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Visitor's Center:		1229						
Personal srvs. - nonclassi	016		98,260.00			14,968.50		83,291.50
Current Expenses	020		750.00			40.36		709.64
Telecommunications	039		1,100.00			149.43		950.57
Benefits	060		61,711.00			9,058.66		52,652.34
Total		0.00	161,821.00		0.00	24,216.95		137,604.05
Visitor's Ctr. Revolving Fund (G)		1230						
Souvenir Purchases	106	1,166.93	0.00		48,904.00	3,035.61	90.00	46,945.32
Revenue	2016	48,904.22	0.00	5,252.57	(48,904.00)			5,252.79
Total		50,071.15	0.00	5,252.57	0.00	3,035.61	90.00	52,198.11
Legislative Accounting:		1166						
Personal srvs. - nonclassi	016		201,784.00			30,475.50		171,308.50
Current expenses	020		1,500.00			44.74		1,455.26
Telecommunications	039		900.00			111.73		788.27
Benefits	060		103,325.00			15,911.07		87,413.93
Total		0.00	307,509.00		0.00	46,543.04		260,965.96

Legislative Branch - continued:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
General Court Info. Systems:	4654							
Personal srvs. - nonclassi	016		376,161.00			47,630.25		328,530.75
Current expenses	020		32,000.00			2,114.13		29,885.87
Technology - Hardware	037		80,000.00			2,511.90		77,488.10
Technology - Software	038		90,000.00			2,841.27		87,158.73
Telecommunications	039		2,500.00			309.10		2,190.90
Benefits	060		176,834.00			17,974.97		158,859.03
Total		0.00	757,495.00		0.00	73,381.62	0.00	684,113.38
Protective Services:	1164							
Personal srvs. - nonclassi	016		361,068.00			54,122.26		306,945.74
Current expenses	020		2,700.00			9.85		2,690.15
Telecommunications	039		4,300.00			721.16		3,578.84
Benefits	060		205,406.00			29,587.31		175,818.69
Total		0.00	573,474.00		0.00	84,440.58		489,033.42

Legislative Branch - continued:

		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Health Services:	1165							
Current expenses	020		1,500.00			85.47		1,414.53
Telecommunications	039		500.00			79.53		420.47
Personal srvs. - temp/app	050		57,428.00			4,689.72		52,738.28
Benefits	060		4,393.00			358.76		4,034.24
Total		0.00	63,821.00		0.00	5,213.48		58,607.52

Legislative Services:

	1270							
Personal srvs. - nonclassi	016		1,538,188.00			226,674.38		1,311,513.62
Current expenses	020		19,300.00			1,329.52		17,970.48
Rents-Leases other than State	022		5,500.00			746.00		4,754.00
Telecommunications	039		7,000.00			1,048.56		5,951.44
Personal srvs. - temp/app	050		25,000.00			2,662.17		22,337.83
Benefits	060		692,823.00			99,554.52		593,268.48
Employee training	066		1,500.00					1,500.00
Printing and binding	290		8,000.00			692.50		7,307.50
Total		0.00	2,297,311.00		0.00	332,707.65		1,964,603.35
Less estimated revenue	009/2045	-53.32	-1,000.00	65.00	©			-988.32
Total		-53.32	2,296,311.00	65.00 ©	0.00	332,707.65		1,963,615.03

Legislative Branch - continued:

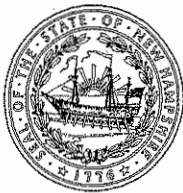
		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
Budget Division:	1221							
Personal srvs. - nonclassi	016		637,469.00			101,073.45		536,395.55
Current expenses	020		10,967.00			131.32		10,835.68
Rents-Leases other than State	022		6,000.00			963.50		5,036.50
Organizational Dues	026		100.00					100.00
Equipment	030		2,500.00			689.00		1,811.00
Telecommunications	039		3,033.00			509.67		2,523.33
Consultants	046		15,000.00					15,000.00
Personal srvs. - temp/app	050		88,055.00					88,055.00
Benefits	060		218,925.00			44,188.78		174,736.22
Employee training	066		3,500.00					3,500.00
In state travel	070		500.00					500.00
Out of state travel	080		100.00					100.00
Total		0.00	986,149.00		0.00	147,555.72		838,593.28

Legislative Budget Assistant:

Audit Division:	1222							
Personal srvs. - nonclassi	016		2,076,150.00			274,126.26		1,802,023.74
Current expenses	020		12,860.00			739.13		12,120.87
Rents-Leases other than State	022		100,000.00			97,524.00		2,476.00
Equipment	030		20,000.00					20,000.00
Telecommunications	039		2,040.00			285.90		1,754.10
Consultants	046		570,000.00					570,000.00
Personal srvs. - temp/app	050		49,948.00			4,701.60		45,246.40
Benefits	060		814,604.00			133,608.29		680,995.71
Employee training	066		40,000.00					40,000.00
In state travel	070		15,000.00			42.00		14,958.00
Out of state travel	080		100.00					100.00
Total		0.00	3,700,702.00	0.00	0.00	511,027.18		3,189,674.82
Less estimated revenue	006/1251	556,382.00	-488,205.00		(D)			68,177.00
Total		556,382.00	3,212,497.00	0.00	0.00	511,027.18		3,257,851.82

Total		672,965.71	16,004,547.00	5,415.32	0.00	2,252,409.34	90.00	14,430,428.69
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- (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



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION

P.O. BOX 1806
CONCORD, NH 03302-1806
603-271-5610 FAX: 603-271-5639
TDD Access: 1-800-735-2964

William L. Wrenn
Commissioner
Bob Mullen
Director

July 10, 2013

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

INFORMATIONAL ITEM

Pursuant to Chapter 223:13, Laws of 2011, the New Hampshire Department of Corrections is required to reduce state general fund appropriations by \$6,000,000 for the fiscal year ending June 30, 2012 and by \$7,000,000 for the fiscal year ending June 30, 2013. The Department is to provide a quarterly report of reductions made under this section to the fiscal committee of the general court.

The report attached reflects the Department's final report through June 30, 2013 for the SFY 2013 budget reduction requirement.

Sincerely,

A handwritten signature in black ink, appearing to read "William L. Wrenn".

William L. Wrenn
Commissioner

DOC SFY 2013 Budget Reduction - Final Progress Report to Fiscal Committee
Fiscal Year ending June 30, 2013
Department of Corrections

Back of the Budget Reduction Legislatively Mandated - SFY 2013 7,000,000

Specific Class Lines Reductions taken in September 2012 report				
Org #	Class #	Org Name	Description of DOC Cuts	
8302	102	Field Services	Reduce Administrative Home Confinement (AHC) budget	230,000
8302	050	Field Services	Transfer funding of part-time staff to non-general funds	40,000
8234	101	Medical/Dental	Reduce medical budgeted appropriation	884,000
8236	100	Pharmacy	Reduce pharmacy budgeted appropriation	216,000
				1,370,000

Specific Reduction taken by G&C approval, 11/14/2012, item #64
 Supplement general funds with federal funds, Victim Services, accounting unit #8338 8,223

Reductions Processed in March 31, 2013 Report				
Org #	Class #	Org Name	Description of DOC Cuts	
Various	010	Various	Wages - Vacant Positions (includes Canteen Restructuring)	2,625,000
Various	011	Various	Unclassified Wages	17,500
Various	019	Various	Holiday Pay	110,000
Various	050	Various	Temporary Wages	17,734
Various	060	Various	Benefits - Vacant Positions (includes Canteen Restructuring)	2,295,000
Various	068	Various	Remuneration - Inmate Wages	40,000
				5,105,234

Reductions Processed in June 30, 2013 Report				
Org #	Class #	Org Name	Description of DOC Cuts	
Various	019	Various	Holiday Pay	48,000
Various	020	Various	Current Expense	86,000
Various	022	Various	Rents-Leases Other than State	10,000
Various	030	Various	Equipment	32,000
Various	047	Various	Own Forces Maint. - Buildings & Grounds	23,000
Various	048	Various	Contractual Maint. - Buildings & Ground	10,000
Various	050	Various	Personal Services - Temporary	22,000
Various	068	Various	Remuneration	20,000
Various	070	Various	In State Travel Reimbursement	20,000
Various	101	Various	Medical Payments to Providers	245,543
				516,543

Total SFY 2013 Budget Reduction 7,000,000



Nicholas A. Toumpas
Commissioner

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

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9200 1-800-852-3345 Ext. 9200
Fax: 603-271-4912 TDD Access: 1-800-735-2964

July 8, 2013

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

Re: Child and Family Expenditures Quarter Ended June 2013

Information

This letter contains a report of expenditures for the Child and Family Services and Child Development (child care) Program for July 2012 through June 2013 (SFY 2013) with similar expenditure information for the comparable period in SFY 2011 and 2012.

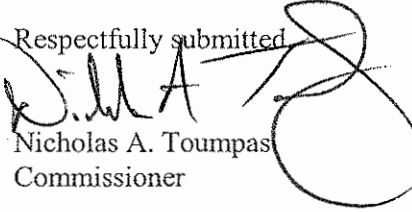
Explanation

Chapter 263:109, Laws of 2007 (HB2), Rate Setting, required the Department to report quarterly on the status of appropriations for payments to providers and the rates established by the Department. While this provision is no longer required, the Department has continued to report the information quarterly for purposes of summarizing trends in spending.

This report for SFY 2013, fourth quarter, includes the current state fiscal year and the most recent two state fiscal years. The report format follows the individual class line budgets in the Division for Children, Youth and Families', Child and Family Services account and the Child Development (child care) Program account.

The Department is available to review this report at your convenience. Please do not hesitate to contact me if you have questions or need additional information about the expenditures.

Respectfully submitted,


Nicholas A. Toumpas
Commissioner

cc: Her Excellency, Governor Margaret Wood Hassan
The Honorable Peter Bragdon, President of the Senate
The Honorable Terie Norelli, Speaker of the House

Attachments (2)

SFY 2011-2013 Forth Quarter Expenses and Clients Served for Child Care

Accounting Code: 4035-001-61480000

564 Protective Child Care

Month	SFY11			SFY12			SFY13		
	Expenses	Children Served	Cost per Child	Expenses	Children Served	Cost per Child	Expenses	Children Served	Cost per Child
July	\$ 89,789	208	\$ 432	\$ 62,222	172	\$ 362	\$ 71,998	164	\$ 439
August	\$ 102,441	199	\$ 515	\$ 91,025	157	\$ 580	\$ 75,474	158	\$ 478
September	\$ 85,247	214	\$ 398	\$ 64,020	164	\$ 390	\$ 70,689	169	\$ 418
October	\$ 76,215	191	\$ 399	\$ 58,244	147	\$ 396	\$ 83,126	161	\$ 516
November	\$ 80,928	200	\$ 405	\$ 62,830	150	\$ 419	\$ 74,174	168	\$ 442
December	\$ 80,319	207	\$ 388	\$ 71,398	160	\$ 446	\$ 71,524	172	\$ 416
January	\$ 64,268	191	\$ 336	\$ 66,143	167	\$ 396	\$ 79,010	173	\$ 457
February	\$ 71,907	192	\$ 375	\$ 72,229	174	\$ 415	\$ 74,450	170	\$ 438
March	\$ 88,483	201	\$ 440	\$ 72,612	182	\$ 399	\$ 66,867	171	\$ 391
April	\$ 76,626	198	\$ 387	\$ 71,886	168	\$ 428	\$ 88,392	183	\$ 483
May	\$ 74,913	204	\$ 367	\$ 87,420	187	\$ 467	\$ 75,897	175	\$ 434
June	\$ 89,559	200	\$ 448	\$ 71,998	164	\$ 439	\$ 62,011	163	\$ 380
Totals	\$ 980,695	2,405	\$ 408	\$ 852,027	1,992	\$ 428	\$ 893,612	2,027	\$ 441

564 Preventive Child Care

Month	SFY11			SFY12			SFY13		
	Expenses	Children Served	Cost per Child	Expenses	Children Served	Cost per Child	Expenses	Children Served	Cost per Child
July	\$ 39,093	101	\$ 387	\$ 21,502	72	\$ 299	\$ 37,699	91	\$ 414
August	\$ 53,462	109	\$ 490	\$ 31,609	74	\$ 427	\$ 46,270	94	\$ 492
September	\$ 39,245	114	\$ 344	\$ 26,904	80	\$ 336	\$ 36,125	87	\$ 415
October	\$ 40,739	105	\$ 388	\$ 28,693	73	\$ 393	\$ 40,373	76	\$ 531
November	\$ 52,026	108	\$ 482	\$ 38,217	86	\$ 444	\$ 30,703	67	\$ 458
December	\$ 42,280	100	\$ 423	\$ 35,712	83	\$ 430	\$ 23,089	64	\$ 361
January	\$ 40,928	99	\$ 413	\$ 32,886	86	\$ 382	\$ 20,481	50	\$ 410
February	\$ 40,019	104	\$ 385	\$ 38,667	84	\$ 460	\$ 17,091	39	\$ 438
March	\$ 49,396	112	\$ 441	\$ 37,859	83	\$ 456	\$ 13,202	42	\$ 314
April	\$ 43,638	108	\$ 404	\$ 35,694	85	\$ 420	\$ 14,546	39	\$ 373
May	\$ 35,666	94	\$ 379	\$ 48,922	91	\$ 538	\$ 19,168	47	\$ 408
June	\$ 32,355	83	\$ 390	\$ 37,699	91	\$ 414	\$ 17,106	56	\$ 305
Totals	\$ 508,847	1,237	\$ 411	\$ 414,364	988	\$ 419	\$ 315,853	752	\$ 420

536 Employment Related Child Care

Month	SFY11				SFY12				SFY13			
	Expenses	Children Served	Cost per Child	Wait List	Expenses	Children Served	Cost per Child	Wait List	Expenses	Children Served	Cost per Child	Wait List
July	\$ 1,750,600	5,041	\$ 347	2386	\$ 1,904,637	5,053	\$ 377	0	\$ 2,293,838	5,173	\$ 443	0
August	\$ 2,021,547	4,903	\$ 412	2508	\$ 2,397,696	5,055	\$ 474	0	\$ 2,314,670	5,219	\$ 444	0
September	\$ 1,685,489	4,769	\$ 353	2645	\$ 1,981,848	5,136	\$ 386	0	\$ 1,893,149	5,050	\$ 375	0
October	\$ 1,521,053	4,407	\$ 345	2505	\$ 1,878,303	4,969	\$ 378	0	\$ 2,307,178	5,076	\$ 455	0
November	\$ 1,675,909	4,487	\$ 374	2361	\$ 2,069,877	5,047	\$ 410	0	\$ 1,918,639	5,061	\$ 379	0
December	\$ 1,570,487	4,345	\$ 361	1382	\$ 1,912,109	5,017	\$ 381	0	\$ 1,859,109	4,995	\$ 372	0
January	\$ 1,517,305	4,475	\$ 339	326	\$ 2,009,386	4,925	\$ 408	0	\$ 2,108,338	5,164	\$ 408	0
February	\$ 1,588,200	4,743	\$ 335		\$ 2,051,373	4,869	\$ 421	0	\$ 1,923,712	5,113	\$ 376	0
March	\$ 2,038,319	5,083	\$ 401		\$ 1,978,384	4,970	\$ 398	0	\$ 1,997,948	5,231	\$ 382	0
April	\$ 1,862,506	5,162	\$ 361		\$ 2,014,017	4,967	\$ 405	0	\$ 2,323,596	5,368	\$ 433	0
May	\$ 1,944,912	5,251	\$ 370		\$ 2,361,534	5,231	\$ 451	0	\$ 2,260,770	5,357	\$ 422	0
June	\$ 2,132,150	5,333	\$ 400		\$ 2,070,320	5,274	\$ 393	0	\$ 2,036,119	5,345	\$ 381	0
Totals	\$21,308,475	57,999	\$ 367		\$24,629,484	60,513	\$ 407		\$25,237,065	62,152	\$ 406	

SFY 2011-2013 Fourth Quarter Report for the Child and Family Services Account

PAU 05-01-06-07-01

Class	Class Description	Services	SFY11			SFY12			SFY13		
			Expenditures	# of Clients	Cost Per Client	Expenditures	# of Clients	Cost Per Client	Expenditures	# of Clients	Cost Per Client
101	Med. Pay. to Providers	Clinics/Groups	\$ 115,312	377	\$ 306	\$ 58,383	247	\$ 236	\$ 47,763	220	\$ 217
		Dental	\$ 2,825	3	\$ 942	\$ -	0	N/A	\$ 380	1	\$ 380
		Hospitals	\$ 48,742	14	\$ 3,482	\$ 13,379	9	\$ 1,487	\$ 1,603	2	\$ 802
		Pharmacy	\$ -	0	N/A	\$ -	0	N/A	\$ 371	1	\$ 371
		Physicians' Services	\$ 346,141	17	\$ 20,361	\$ 143,469	7	\$ 20,496	\$ 122,944	8	\$ 15,368
		Subtotal	\$ 513,020			\$ 215,231			\$ 173,061		
108	Provider Payments-Legal	Attorney	\$ 365,687	691	\$ 529	\$ 185,843	403	\$ 461	\$ 34,372	60	\$ 573
		Guardian ad Litem	\$ 56,928	57	\$ 999	\$ 36,884	44	\$ 838	\$ 11,707	13	\$ 901
		Subtotal	\$ 422,616			\$ 222,727			\$ 46,079		
533	Foster Care Services	Accompanied Transportation	\$ 300,331	381	\$ 788	\$ 126,021	258	\$ 488	\$ 113,914	245	\$ 465
		Adoptive History Report	\$ 39,176	86	\$ 456	\$ 26,718	58	\$ 461	\$ 29,390	70	\$ 420
		Alchl/Drug Abuse Ind Outpatient Counsl	\$ 2,760	9	\$ 307	\$ 2,432	7	\$ 347	\$ 2,650	5	\$ 530
		Child Health Support	\$ 16,601	25	\$ 664	\$ 17,693	20	\$ 885	\$ 30,797	26	\$ 1,185
		Clinics/Groups	\$ 28,777	107	\$ 269	\$ 3,976	44	\$ 90	\$ 2,563	27	\$ 95
		Crisis Home Bed	\$ 1,113	5	\$ 223	\$ 1,511	11	\$ 137	\$ 2,067	13	\$ 159
		Diagnostic Evaluation	\$ 15,122	20	\$ 756	\$ 5,493	10	\$ 549	\$ 5,521	11	\$ 502
		Educational Trans or Parent/Child Visit	\$ 43,316	70	\$ 619	\$ 174,904	154	\$ 1,136	\$ 161,124	114	\$ 1,413
		Emergency Bed	\$ 5,332	28	\$ 190	\$ 2,176	13	\$ 167	\$ 7,290	32	\$ 228
		Experiential Wilderness Facility	\$ -	0	N/A	\$ -	0	N/A	\$ -	0	N/A
		Family Counseling	\$ 824	2	\$ 412	\$ 188	1	\$ 188	\$ -	0	N/A
		General Foster Home	\$ 1,959,952	603	\$ 3,250	\$ 2,004,593	616	\$ 3,254	\$ 2,157,771	625	\$ 3,452
		General Group Home - (Level 1)	\$ 1,217	1	\$ 1,217	\$ -	0	N/A	\$ -	0	N/A
		Group Outpatient Counseling	\$ 1,545	4	\$ 386	\$ 670	3	\$ 223	\$ 446	1	\$ 446
		Home Based Therapeutic Services	\$ 330,203	141	\$ 2,342	\$ 455,357	159	\$ 2,864	\$ 704,873	200	\$ 3,524
		Hospitals	\$ 2,921	5	\$ 584	\$ 812	1	\$ 812	\$ -	0	N/A
		Individual Outpatient Counseling	\$ 17,344	42	\$ 413	\$ 17,472	45	\$ 388	\$ 17,047	40	\$ 426
		Individualized Placement	\$ -	0	N/A	\$ 6,457	1	\$ 6,457	\$ 49	1	\$ 49
		Intensive Group Home/Ed Fac (Level 3)	\$ 5,165,167	472	\$ 10,943	\$ 4,419,534	419	\$ 10,548	\$ 4,384,687	387	\$ 11,330
Intensive Home and Community Srvc	\$ 48,873	10	\$ 4,887	\$ -	0	N/A	\$ -	0	N/A		
Intermediate Group Home - (Level 2)	\$ 1,706,933	241	\$ 7,083	\$ 1,269,912	221	\$ 5,746	\$ 1,107,316	182	\$ 6,084		
ISO - In Home	\$ 966,376	151	\$ 6,400	\$ 1,025,984	174	\$ 5,896	\$ 1,397,336	186	\$ 7,513		
ISO Daily Rate	\$ 647,419	116	\$ 5,581	\$ 687,462	111	\$ 6,193	\$ 750,004	96	\$ 7,813		
License Exempt Facility	\$ -	0	N/A	\$ -	0	N/A	\$ 1,715	4	\$ 429		
License Exempt Family, Friend, Neighbor	\$ -	0	N/A	\$ 4,888	3	\$ 1,629	\$ 4,569	3	\$ 1,523		
Licensed Family Home	\$ -	0	N/A	\$ 29,520	13	\$ 2,271	\$ 32,375	23	\$ 1,408		
Licensed Center	\$ (697)	8	N/A	\$ 238,849	100	\$ 2,388	\$ 360,300	128	\$ 2,815		

Class	Class Description	Services	SFY11			SFY12			SFY13		
			Expenditures	# of Clients	Cost Per Client	Expenditures	# of Clients	Cost Per Client	Expenditures	# of Clients	Cost Per Client
		Out of Home One on One Aide	\$ -	0	N/A	\$ 7,488	2	\$ 3,744	\$ 4,004	2	\$ 2,002
		Outreach and tracking	\$ 273,348	175	\$ 1,562	\$ 165,655	124	\$ 1,336	\$ 205,613	86	\$ 2,391
		Physician's Services	\$ -	0	N/A	\$ 6,845	1	\$ 6,845	\$ 1,993	1	\$ 1,993
		Public Transportation	\$ 4,238	8	\$ 530	\$ 6,813	5	\$ 1,363	\$ 5,015	6	\$ 836
		Relative Home	\$ 1,200	2	\$ 600	\$ -	0	N/A	\$ 4,236	1	\$ 4,236
		Residential Treatment Facility (Level 4)	\$ 167,043	19	\$ 8,792	\$ 142,355	18	\$ 7,909	\$ 114,050	18	\$ 6,336
		Shelter Care Facility	\$ 1,022,406	372	\$ 2,748	\$ 725,069	254	\$ 2,855	\$ 543,317	212	\$ 2,563
		Specialized Foster Home	\$ 444,583	95	\$ 4,680	\$ 258,395	49	\$ 5,273	\$ 138,076	30	\$ 4,603
		Supplemental Foster Home Payment	\$ 66,742	60	\$ 1,112	\$ 19,063	21	\$ 908	\$ -	0	N/A
		Therapeutic Day Treatment	\$ 110,061	57	\$ 1,931	\$ 113,150	24	\$ 4,715	\$ 165,735	24	\$ 6,906
		Transportation	\$ -	0	N/A	\$ -	0	N/A	\$ -	0	N/A
		Subtotal	\$ 13,390,226			\$ 11,967,457			\$ 12,455,841		
534	Adoption Services	Adoption Subsidy/Child in Placement	\$ 26,551	18	\$ 1,475	\$ 8,142	23	\$ 354	\$ 17,438	16	\$ 1,090
		Adoptive Home Subsidy	\$ 7,468,987	1073	\$ 6,961	\$ 6,827,002	1007	\$ 6,780	\$ 6,298,370	907	\$ 6,944
		Non-recurring Adoption Expense	\$ 1,435	4	\$ 359	\$ (71)	1	\$ (71)	\$ -	0	N/A
		Subtotal	\$ 7,496,973			\$ 6,835,073			\$ 6,315,808		
535	Out of Home Placements	Advance to Medicaid Providers	\$ -	0	N/A	\$ -	0	N/A	\$ 472,508	N/A	N/A
		General Group Home - (Level 1)	\$ 102,143	23	\$ 4,441	\$ -	0	N/A	\$ -	0	N/A
		Individualized Placement	\$ 211,330	20	\$ 10,566	\$ 193,419	20	\$ 9,671	\$ 205,094	15	\$ 13,673
		Intensive Group Home/Ed Fac (Level 3)	\$ 13,042,187	568	\$ 22,962	\$ 10,438,691	508	\$ 20,549	\$ 10,884,021	460	\$ 23,661
		Intermediate Group Home - (Level 2)	\$ 2,643,435	266	\$ 9,938	\$ 2,561,404	250	\$ 10,246	\$ 2,180,212	211	\$ 10,333
		ISO Daily Rate	\$ 3,819,304	190	\$ 20,102	\$ 3,067,677	172	\$ 17,835	\$ 2,667,058	145	\$ 18,394
		Out of Home 1 on 1 Aide	\$ 98,140	9	\$ 10,904	\$ 63,483	11	\$ 5,771	\$ 195,505	13	\$ 15,039
		Relative Home	\$ 9,285	2	\$ 4,643	\$ 1,451	1	\$ 1,451	\$ 4,955	2	\$ 2,477
		Residential Treatment Facility (Level 4)	\$ 183,486	20	\$ 9,174	\$ 180,325	19	\$ 9,491	\$ 113,474	19	\$ 5,972
		Shelter Care Facility	\$ 1,529,573	408	\$ 3,749	\$ 956,873	282	\$ 3,393	\$ 694,847	218	\$ 3,187
		Therapeutic Foster Care Agency	\$ -	0	N/A	\$ -	0	N/A	\$ -	0	N/A
		Subtotal	\$ 21,638,881			\$ 17,463,324			\$ 17,417,674		
550	Assess. & Counseling	Alchl/Drug Abuse Grp Outpatient Counsl	\$ -	0	N/A	\$ -	0	N/A	\$ 124	1	\$ 124
		Alchl/Drug Abuse Ind Outpatient Counsl	\$ 23,270	52	\$ 448	\$ 13,893	30	\$ 463	\$ 15,014	31	\$ 484
		Diagnostic Evaluation	\$ 40,625	50	\$ 812	\$ 37,760	51	\$ 740	\$ 68,747	97	\$ 709
		Family Counseling	\$ -	0	N/A	\$ 1,064	2	\$ 532	\$ 996	2	\$ 498
		Group Outpatient Counseling	\$ 7,278	22	\$ 331	\$ 4,452	15	\$ 297	\$ 2,660	13	\$ 205
		Individual Outpatient Counseling	\$ 32,221	103	\$ 313	\$ 35,321	99	\$ 357	\$ 33,634	80	\$ 420
		Subtotal	\$ 103,394			\$ 92,489			\$ 121,175		
563	Community Based Ser.	Accompanied Transportation	\$ 165,498	259	\$ 639	\$ 125,015	184	\$ 679	\$ 118,899	171	\$ 695
		Adoption Subsidy/Child in Placement	\$ 106,127	29	\$ 3,660	\$ 91,948	28	\$ 3,284	\$ 70,023	21	\$ 3,334

Class	Class Description	Services	SFY11			SFY12			SFY13		
			Expenditures	# of Clients	Cost Per Client	Expenditures	# of Clients	Cost Per Client	Expenditures	# of Clients	Cost Per Client
		Adoptive History Report	\$ 25,715	59	\$ 436	\$ 21,582	47	\$ 459	\$ 22,601	53	\$ 426
		Adoptive Home Subsidy	\$ 2,098,103	422	\$ 4,972	\$ 1,689,872	307	\$ 5,504	\$ 1,586,183	241	\$ 6,582
		Child Health Support	\$ 1,179,383	371	\$ 3,179	\$ 1,381,951	384	\$ 3,599	\$ 1,345,045	349	\$ 3,854
		Child In-Home Care	\$ -	0	N/A	\$ 455	1	\$ 455	\$ -	0	N/A
		Family Support Services	\$ 130,676	344	\$ 380	\$ 18,616	70	\$ 266	\$ 46,138	16	\$ 2,884
		Home Based Therapeutic Services	\$ 1,800,461	501	\$ 3,594	\$ 1,293,527	406	\$ 3,186	\$ 984,107	264	\$ 3,728
		Intensive Home and Community Svcs	\$ 307,355	61	\$ 5,039	\$ -	0	N/A	\$ -	0	N/A
		Interpreter Services	\$ 7,280	29	\$ 251	\$ 9,880	13	\$ 760	\$ 8,840	12	\$ 737
		ISO - In Home	\$ 4,649,204	455	\$ 10,218	\$ 3,399,667	410	\$ 8,292	\$ 1,587,253	203	\$ 7,819
		Non-recurring Adoption Expense	\$ 3,065	4	\$ 766	\$ -	0	N/A	\$ -	0	N/A
		Out of Home 1 on 1 Aide	\$ 19,468	2	\$ 9,734	\$ 5,808	1	\$ 5,808	\$ 660	1	\$ 660
		Outreach and tracking	\$ 279,128	194	\$ 1,439	\$ 141,346	98	\$ 1,442	\$ 35,064	25	\$ 1,403
		Public Transportation	\$ 4,708	7	\$ 673	\$ 3,079	4	\$ 770	\$ 4,598	6	\$ 766
		Secure Transportation	\$ 69,623	188	\$ 370	\$ 42,928	157	\$ 273	\$ 42,162	141	\$ 299
		Therapeutic Day Treatment	\$ 97,580	26	\$ 3,753	\$ 253,455	39	\$ 6,499	\$ 37,221	11	\$ 3,384
		TP Study Report	\$ -	0	N/A	\$ 679	2	\$ 339	\$ -	0	N/A
		Subtotal	\$ 10,943,374			\$ 8,479,810			\$ 5,888,793		
		Totals	\$ 54,508,484			\$ 45,276,111			\$ 42,418,431		

Please note that Out-of-State residential facilities are exempt from any footnoted rates, because we are required to accept the rate established by the State in which the facility is located.



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY
 27 Hazen Dr., Concord, NH 03301
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Peter C. Hastings
 Commissioner

July 26, 2013

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

INFORMATIONAL ITEM

Please find the Department of Information Technology's report pursuant to the provisions of Chapter 143:11, Laws of 2013 in which the department of administrative services, in consultation with the department of information technology and agencies is required to reduce appropriations in class 027 for any agency where the appropriation exceeds the amount necessary for the provision of information technology services to that agency. Said reductions shall total \$51,631 for the fiscal year ending June 30, 2014.

In SFY 2014, Agency Class 027 appropriations will be reduced as follows:

Agency	Account	SFY 2014 Budget	(Decrease)	Revised SFY 2014 Budget
EXECUTIVE BRANCH COMMISSION ON DISABILITY	01-02-02-020510 10040000-027	\$13,208.00	(\$58.00)	\$13,150.00
OFFICE OF ENERGY - PLANNING	01-02-02-024010 64000000-027	\$71,164.00	(\$173.00)	\$70,991.00
ADMINISTRATIVE SERV, DEPT OF FINANCIAL DATA MANAGEMENT	01-14-14-142010 13700000-027	\$1,626,905.00	(\$1,976.00)	\$1,624,929.00
JUSTICE DEPARTMENT	02-20-20-200010 26010000-027	\$52,763.00	(\$1,190.00)	\$51,573.00
SAFETY DEPT OF	02-23-23-232015 23300000-027	\$9,316,750.00	(\$7,213.00)	\$9,309,537.00
INSURANCE DEPT OF	02-24-24-240010 25200000-027	\$366,704.00	(\$456.00)	\$366,248.00
HIGHWAY SAFETY- AGCY OF	02-25-25-250015 30000000-027	\$10,367.00	(\$42.00)	\$10,325.00
LABOR DEPT OF	02-26-26-261010 62000000-027	\$954,149.00	(\$592.00)	\$953,557.00
EMPLOYMENT SECURITY DEPT OF	02-27-27-270010 80400000-027	\$5,023,633.00	(\$3,465.00)	\$5,020,168.00
REAL ESTATE COMMISSION	01-28-28-280010 20540000-027	\$17,746.00	(47.00)	\$17,699.00

The Honorable Mary Jane Wallner, Chairman

Fiscal Committee of the General Court

July 26, 2013

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Agency	Account	SFY 2014 Budget	(Decrease)	Revised SFY 2014 Budget
SECRETARY OF STATE	01-32-32-324010 51530000-027	\$243,074.00	(\$723.00)	\$242,351.00
CULTURAL RESOURCES DEPT OF	01-34-34-340010 69990000-027	\$87,678.00	(393.00)	\$87,285.00
RESOURCES - ECON DEVEL DEPT OF	03-35-35-350010 29820000-027	\$873,473.00	(\$1,494.00)	\$871,979.00
NH VETERANS HOME	05-43-43-430010 53580000-027	\$169,290.00	(\$519.00)	\$168,771.00
ENVIRONMENTAL SERV DEPT OF	03-44-44-440010 59240000-027	\$5,255.00	(\$2,684.00)	\$2,571.00
CORRECTIONS DEPT OF	02-46-46-461010 83000000-027	\$2,124,097.00	(\$2,521.00)	\$2,121,576.00
EDUCATION DEPT OF	06-56-56-560510 42750000-027	\$554,857.00	(\$1,898.00)	\$552,959.00
BANK COMMISSION	02-72-72-720510 20430000-027	\$223,031.00	(\$346.00)	\$222,685.00
FISH AND GAME COMMISSION	03-75-75-750020 21620000-027	\$648,378.00	(\$1,007.00)	\$647,371.00
HUMAN RIGHTS COMMISSION	02-76-76-760010 78820000-027	\$22,302.00	(\$58.00)	\$22,244.00
LIQUOR COMMISSION	02-77-77-771012 10220000-027	\$2,873,436.00	(\$744.00)	\$2,872,692.00
PHARMACY BOARD	05-74-74-743510 74350000-027	\$36,881.00	(\$52.00)	\$36,829.00
BOARD OF NURSING	05-74-74-743010 74300000-027	\$164,155.00	(\$79.00)	\$164,076.00
PUBLIC UTILITIES COMM	02-81-81-810010 28120000-027	\$557,347.00	(\$650.00)	\$556,697.00
NH LOTTERY COMMISSION	06-83-83-830013 10290000-027	\$240,508.00	(\$246.00)	\$240,262.00
REVENUE ADMINISTRATION DEPT OF	01-84-84-841510 24000000-027	\$2,553,219.00	(\$912.00)	\$2,552,307.00
CHARITABLE GAMING & RACING COMM-PARIMUTUEL COMMISSION	02-86-86-860014 22100000-027	\$6,151.00	(\$115.00)	\$6,036.00
POLICE STDS - TRAINING COUNCIL	06-87-87-870510 89800000-027	\$47,433.00	(\$152.00)	\$47,281.00
TAX - LAND APPEALS BOARD OF	01-89-89-890010 12410000-027	\$30,301.00	(\$73.00)	\$30,228.00
HEALTH AND HUMAN SVCS DEPT OF	05-95-95-954010 59520000-027	\$26,237,042.00	(\$16,863.00)	\$26,220,179.00
TRANSPORTATION DEPT OF	04-96-85-960015 29390000-027	\$5,970,324.00	(\$4,870.00)	\$5,965,454.00
DEVELOPMENT DISABILITIES COUNCIL	01-97-97-970010 71350000-027	\$5,062.00	(\$21.00)	\$5,041.00
TOTALS		\$61,126,683.00	(\$51,631.00)	\$61,075,052.00

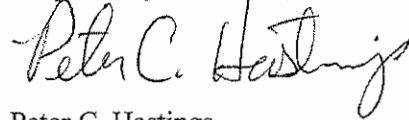
EXPLANATION

Chapter 143:11 Laws of 2013, states:

“Department of Information Technology; Appropriation Reductions. The department of administrative services, in consultation with the department of information technology and agencies which may be impacted by the deductions, shall reduce appropriations in class 027 for any agency where the appropriation exceeds the amount necessary for the provision of information technology services to that agency. Said reductions shall total \$51,631 for the fiscal year ending June 30, 2014 and shall total \$53,555 for the fiscal year ending June 30, 2015. By July 30 of each fiscal year, the department shall provide a report to the fiscal committee of the general court detailing the reductions required by this section.”

The reductions listed above detail the FY 2014 reductions required of the agency's class 027.

Respectfully Submitted,



Peter C. Hastings
Commissioner

PCH/rc

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

John T. Beardmore
Commissioner



July 2, 2013

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 June 2013.

Please contact me with any questions or concerns.

Sincerely,

John T. Beardmore
Commissioner of Revenue

Enclosure

Department of Revenue Administration
 Refund Report for June 2013
 As Required by RSA 21-J:45

	Count	June Refunds Issued	Count	June Current Claims Refunds Pending	Count	June taxpayer requested refund
CORPORATE BPT	151	\$ 1,870,122				
PROPRIETORSHIP BPT	94	\$ 137,045				
PARTNER FID BPT	80	\$ 167,039				
TOTAL BPT	325	\$ 2,174,206			90	\$ 245,088
BPT/BET Refunds Under Audit Review			13	\$ 482,632		
BPT/BET Refunds			410	\$ 952,510		
BUSINESS ENTERPRISE	109	\$ 88,733				\$ 1,529
TOTAL BPT & BET	434	\$ 2,262,939				
INTEREST & DIVIDENDS	263	\$ 324,110	835	\$ 198,948	91	\$ 65,754
		Section 1		Section 2		Section 3

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. (When looking at cash flow the actual refund for June will be sent out in a subsequent month.)

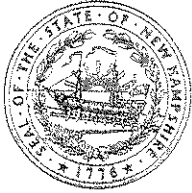
Section 2 Current Claims Pending This Month

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, system generated, or audit findings.

- a.) Taxpayer Requested Refunds: These are only refunds initiated by taxpayers received and data entered in the month reported on. These refunds can be from original or amended returns. Does not necessarily mean they will be granted.
- b.) System Generated Refunds: The DRA computer system identifies out of balance accounts and all of those out of balance accounts that favor taxpayers will appear as 'system refunds'. Most of these system generated refunds are resolved without actual refunds being paid. Example: an estimate credited to the wrong year would generate a system tax notice in one year and a system refund in another correctly transferring the estimate. The estimate resolves both the refund and the tax notice.
- c.) Refunds as a Result of Audit: Some audits result in refunds because evaluation of taxpayer records subsequent to an audit in June will result in the identification of a legitimate refund.

Section 3 Taxpayer Requested Refunds This Month

These are only refunds initiated by taxpayers received and data entered in the month reported on. These refunds can be from original or amended returns.



State of New Hampshire

FIS 13 182

DEPARTMENT OF HEALTH AND HUMAN SERVICES

129 PLEASANT STREET, CONCORD, NH 03301-3857

~~XXXXXX~~ FAX: 603-271-4912 TDD ACCESS: 1-800-735-2964

New Number: 603-271-9200

NICHOLAS A. TOUMPAS
COMMISSIONER

July 22, 2013

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

Re: Dashboard – June 2013

Information

Pursuant to Chapters 223:6 (HB1) and 224:14 (HB2), Laws of 2011, the Department of Health and Human Services is providing this dashboard report, which, along with the quarterly report to the Fiscal Committee on expenditures for the Medicaid program, provides a status on demand for services in entitlement programs. The purposes of this dashboard are to:

1. Provide summary information on enrollments in several high cost programs managed by the Department,
2. Monitor high level fiscal issues to ensure sufficient funding is available for entitlement programs and for programs intended by the legislature, and to
3. Provide a summary of significant administrative and operations initiatives.

Explanation

Mission

The Department's mission is "to join communities and families in providing opportunities for citizens to achieve health and independence." The majority of individuals serviced by the Department fall into three groups, and programs to help these individuals require different approaches with differing objectives.

- Permanently Disabled Individuals include the developmentally disabled, frail elderly and those with mental health issues who require long term care services. The objective is to help them maximize their independence, to allow to the extent it is safe for the individual, to live within a community, while recognizing that for many there will always be a need for long-term services and supports.
- Temporarily Low Income Individuals are those who have exhausted their financial resources due a loss of employment, divorce, or temporary health issues. These individuals have the ability to likely recover their independence when jobs are available or their current crises are overcome with the appropriate interim supports.
- Chronically Low Income Individuals are the most complex. Breaking the cycle of poverty for the chronically low income requires a commitment from public and state leaders to invest in programs that will support a coordinated statewide effort including, not only the Department of Health and Human Services, but also Education, Corrections, and Employment Security.

For the year ended June 2013, the Department provided services to an average of 155,664 individuals per month. This represented an increase of 0.6% over the prior year. The largest programs managed by the Department are the food stamp, Medicaid, and FANF programs, which provide supports to low-income individuals. As noted in the following table, growth in caseloads for these programs has slowed from the years of the recession but remain at high, unprecedented levels. The growth in Medicaid is related to integration of the Children's Health Insurance Program (CHIP). Adjusting for this change, Medicaid caseloads remain flat versus the prior year.

Average Monthly Enrollment (Persons) Years Ended June				
	2010	2011	2012	2013
Total Unduplicated Persons	145,949	152,821	154,715	155,664
<i>Pct Increase from Prior Year</i>	11.3%	4.7%	1.2%	0.6%
Medicaid Persons	117,025	119,612	119,832	129,721
<i>Pct Increase from Prior Year</i>	8.9%	2.2%	0.2%	-0.1% CHIP Adjusted
Food Stamp Persons	99,219	112,302	115,987	117,899
<i>Pct Increase from Prior Year</i>	36.0%	13.2%	3.3%	1.6%
FANF Persons	14,098	13,696	10,870	8,494
<i>Pct Increase from Prior Year</i>	17.2%	-2.8%	-20.6%	-21.9%
APTD Persons	8,284	8,794	8,778	8,136
<i>Pct Increase from Prior Year</i>	13.8%	6.2%	-0.2%	-7.3%
Elderly Nursing Services	7,288	7,188	7,237	7,232
<i>Pct Increase from Prior Year</i>	0.5%	-1.4%	0.7%	-0.1%

Medicaid Program-Medicaid is the largest and most costly program administered by the Department accounting for in excess of 70% of total Department costs. Medicaid caseloads have stabilized but remain at historic highs. A recent forecast developed for the Department is for a 1.0% annual increase in caseloads. Caseloads for SFY13, however, grew at half that rate, after adjusting for the effect of the CHIP conversion. On July 1, 2012, the Children Health Insurance Program (CHIP) was merged into the Medicaid fee-for-services program. Pursuant to SB147, the Department is implementing a managed care program to provide these services, which will not change the eligibility, but will impact how Medicaid services are delivered.

FANF Caseloads-SFY13 enrollment for Financial Assistance for Needy Families (FANF) has decreased by 21.9% from the previous year. Much of this reduction is related to termination of the two-parent program as part of the budget, as well as changes to the criteria applied to other programs for eligibility.

Cash Assistance For Disabled Clients-SFY13 enrollment for Aid to the Permanently and Totally Disabled (APTD) declined 7.3% from prior year. Most of the decline in caseloads is related to the change in treatment of Social Security Income in determining eligibility for benefits. For the last three months, APTD caseloads have leveled off at 8011 to 8001. The cost per case has also declined as a result of a Department initiative, the Facilitated Social Security Applications project, which has assisted clients to obtain Social Security benefits, reducing the amount of State assistance.

Food Stamps- New Hampshire food stamp caseloads are still increasing although the growth rate slowed to 1.6% in SFY13.

Operations & Administration

The Department has been restructuring and downsizing the administrative organization. The budget for SFY2012-2013 abolished 373 positions, thus permanently reducing the size of the organization. In June 2008, the Department had 3,107 filled positions. In January 2013, the Department had 2,619 filled positions, a decrease of 15.7%. Figures since then are not available from the State personnel system. This downsizing of the organization comes at a time when the Department is also being tasked to implement mandated elements of the Accountable Care Act and significant transformation initiatives such as Medicaid managed care, redesign of supports for clients for community-based care, re-engineering front end operations, and implementation of enabling technologies. The decline in number of staff is exacerbated by the fact that nearly 12% of the Department's workforce is age 60 with at least 10 years of services and eligible for retirement. This potential drain of experienced staff combined with the organizational downsizing and transformation challenges creates risk to the Department's core competencies.

Litigation & Audits

In addition to managing current operations and working toward implementation of the significant transformation initiatives required in the budget for SFY2013, Department resources have become disproportionately directed at and continue to be consumed to addressing audits and litigation including:

- Litigation involving acute care hospitals
- Litigation involving the Olmstead regulations for the mental health services
- Litigation involving providers of residential care for children
- Managing the disproportionate share program
- Office of Inspector General audits
- Federal review of Title IV-E
- LBA audits such as the recently completed audit of NH Hospital and the new audit of the Sununu Youth Services Center
- State Single Audit

One new issue related to the Medicaid Disproportionate Share (DSH) program for New Hampshire Hospital (NHH). NHH receives approximately \$18 million per year from the DSH program for services for uninsured patients. In 2008, CMS issued rules defining "uninsured" to be more restrictive than the service-specific definition previously employed and applied the definition on an individual-specific basis rather than a service-specific basis. This reduces the costs that can be claimed for DSH since many clients have insurance, but not for the services being rendered by NHH. Numerous states, including New Hampshire, members of Congress, and related stakeholders expressed their concern that the 2008 DSH final rule definition of the uninsured deviated from prior guidance and would have a significant financial impact on States and hospitals. In January 2012 CMS issued a proposed rule, which will reinstate the broader definition. In December 2012, CMS indicated the final rule might be issued in April 2013. This did not occur. NHH has and continues to believe when the final, broader, rule is issued, it will retain DSH federal funding at historical levels and has been budgeting under that assumption.

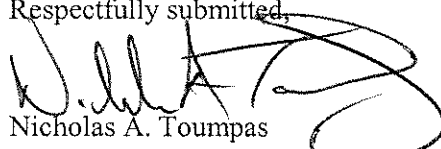
Summary

The Department has continually strived to deliver high quality and cost-effective services to individuals requiring support services and to the taxpayers who fund those services and to improve the value of the services delivered. Addressing the root causes for the needs for these services requires a long-term, coordinated effort among state agencies, stakeholders and the legislature. The four primary change initiatives for the Department are:

1. Care management for client enrollment in the Medicaid program,
2. Reengineering service delivery systems,
3. Investing in enabling technologies and
4. Continuous process improvement.

Successful transition to a new business structure, however, is challenged by continuing reduction in resources and resistance from existing delivery systems and stakeholders. Other challenges will be encountered if federal sequestration reduces funding to safety net programs.

Respectfully submitted,



Nicholas A. Toumpas
Commissioner

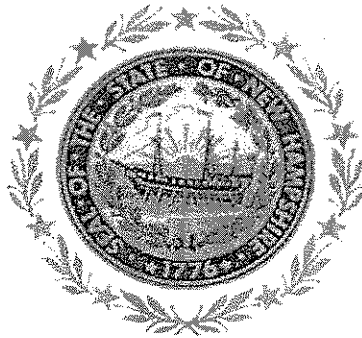
Enclosure

cc: The Honorable Mary Jane Wallner, Chairman, House Finance Committee
The Honorable Chuck W. Morse, Chairman, Senate Finance Committee
The Honorable James MacKay, House Health, Human Services & Elderly Affairs Committee
The Honorable Nancy Stiles, Senate Health, Education & Human Services Committee
Her Excellency, Governor Margaret Wood Hassan
The Honorable Raymond S. Burton
The Honorable Colin Van Ostern
The Honorable Chris Sununu
The Honorable Christopher Pappas
The Honorable Debora B. Pignatelli
The Honorable Terie Norelli
The Honorable Peter Bragdon
Jeffrey A. Pattison, Legislative Budget Assistant

House Finance Committee

Mary Allen	Richard Barry	Bernard Benn
Thomas Buco	John Cebrowski	Daniel Eaton
Robert Elliott	Susan Ford	Marilinda Garcia
William Hatch	David Huot	Neal Kurk
Peter Leishman	Alfred Lerandean	Dan McGuire
Sharon Nordgren	Lynne Ober	Katherine Rogers
Cindy Rosenwald	Stephen Spratt	Karen Umberger
Robert Walsh	Kenneth Weyler	Colette Worsman

DEPARTMENT OF HEALTH AND HUMAN SERVICES



OPERATING STATISTICS DASHBOARD

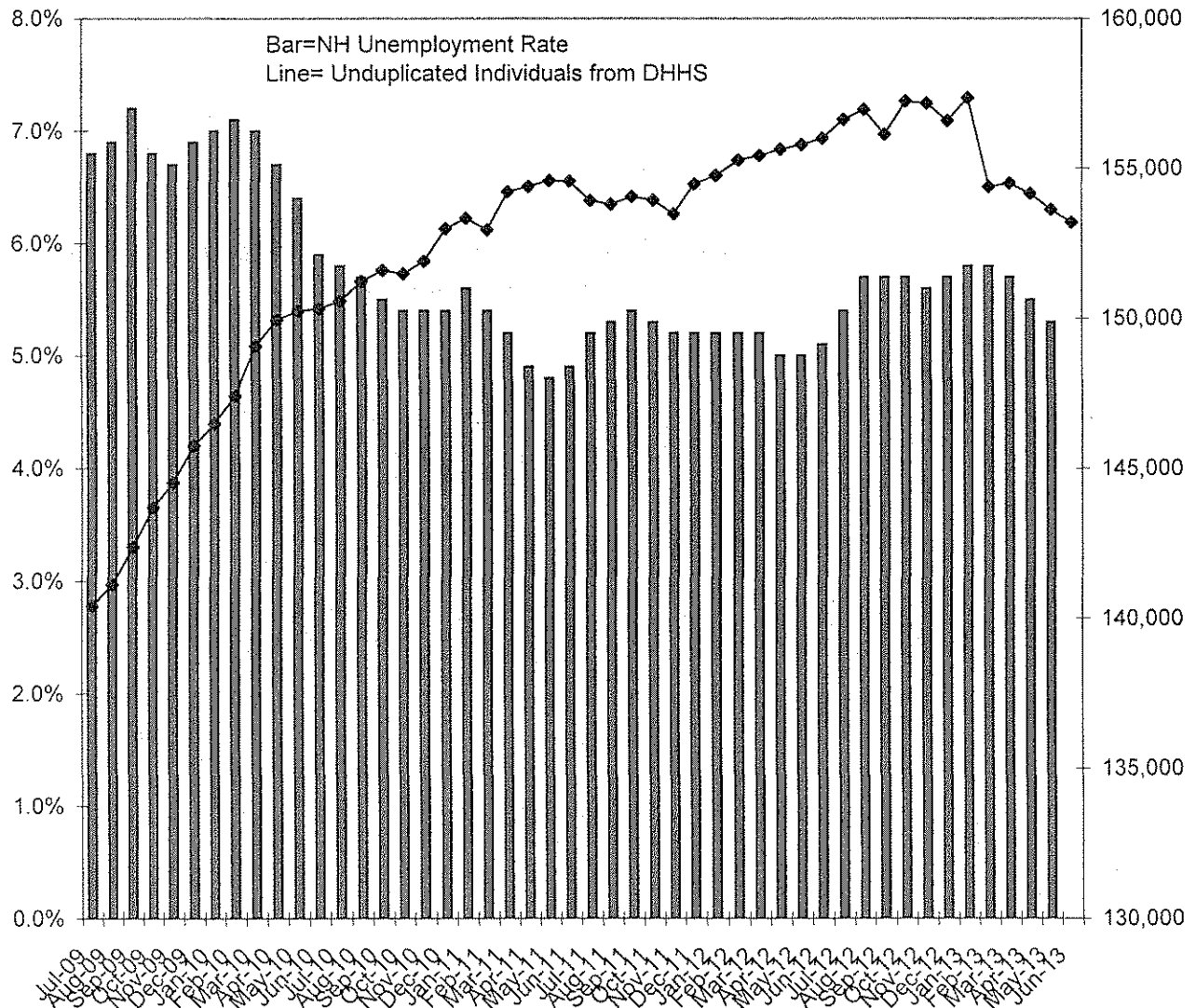
DATA THROUGH JUNE 2013

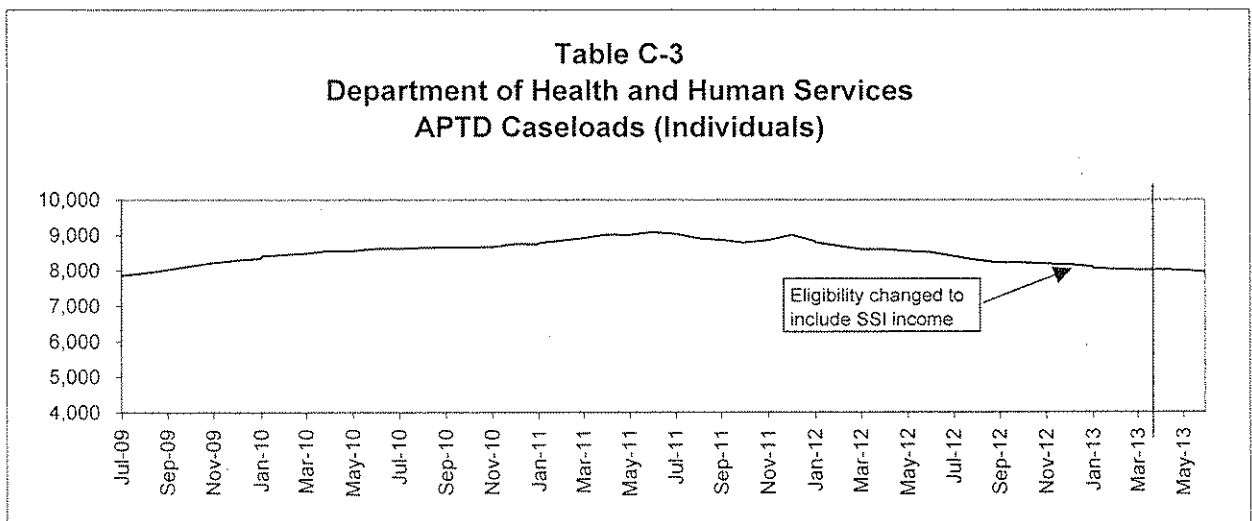
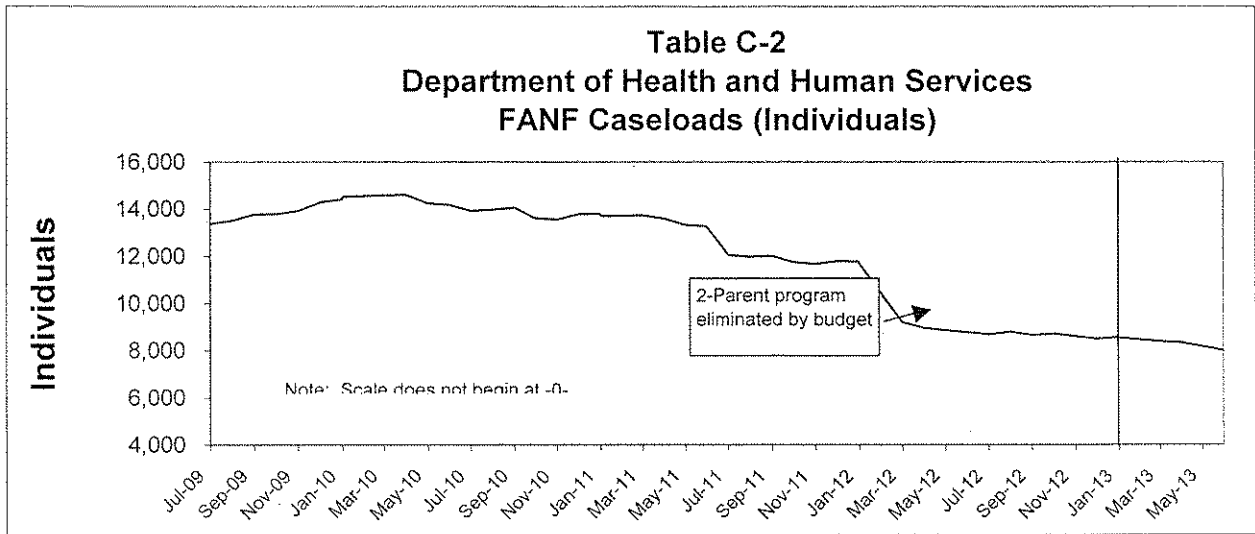
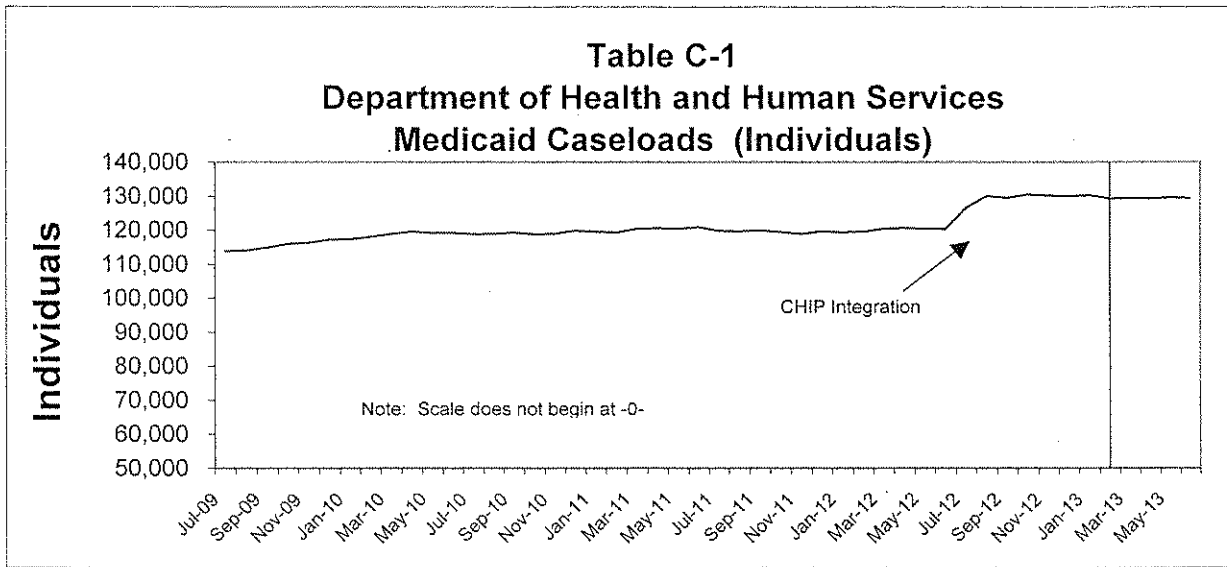
SFY13

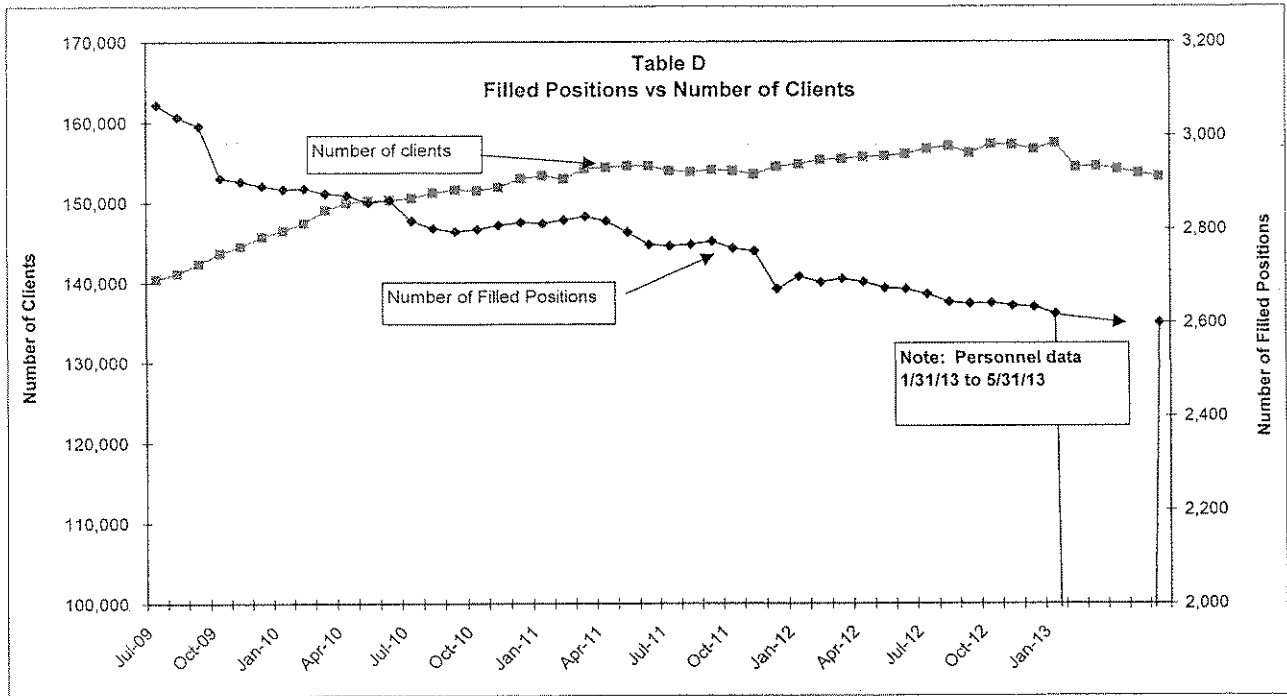
Prepared July 22, 2013

	A	B	C	E	G	H	I
1	Department of Health and Human Services						
2	Budget Planning SFY14-SFY15						
3	As of July 19, 2013						
4							
5	Anticipated Areas of Budget Shortfalls						
6	The budget for SFY14-15 provides insufficient general funds to address the legislative intends for services and obligations that are expected to be incurred. This summary identifies the shortfalls as currently anticipated.						
7							
8	Prepared July 19, 2013						
9			<i>Figures Rounded to \$000</i>	SFY14 General	SFY15 General	Total General	
10							
11	Lapse Estimated in Final Budget						
12			Lapse estimated in final budget-3.63%	\$23,854			
13			Lapse estimated in final budget-3.68%		\$23,785	\$47,639	
14							
15	Known Shortfalls						
16	DHHS		DHHS footnote reduction (HB2:10) (\$7 mil F14-15)	\$2,700	\$4,300		
17	DHHS		Health Facility Licensing Fees not authorized	\$155	\$173		
18	SYSC		Reduction in SYSC appropriation (HB2:14)	\$500	\$750		
19	DHHS		Anticipated Delay in Managed Care	\$2,033	\$8,460		
20	DHHS		Medicaid To Schools-Transportation	\$2,500			
21	DHHS		DSH Settlement	\$8,886			
22			Total Known Shortfall	\$16,774	\$13,683	\$30,457	
23							
24	Other Potential Shortfalls						
25							
26	The above list includes only those shortfalls which a) are likely to be incurred and b) for which amounts can be reasonably estimated. There are a number of other issues, not listed, such as caseload increases, for which the risks are less defined. If or when other funding issues arise, they will be appended to the above.						
27							
28							
29							

Table B
Department of Health and Human Services
Caseload vs Unemployment Rate







	A	B	C	D	E	F	G	H
1	Table E							
2	Department of Health and Human Services							
3	Operating Statistics							
4	Children In Services							
5								
6		DCYF	DCYF	Family Foster	Residential	Child Care	Child Care	SYSC
7		Referrals	Assessments	Care	Placement	Emplmnt	Wait List	Secure
8				Placement		Related		Census
9		Actual	Actual	Actual	Actual	Actual	Actual	Actual
10								
23	Jul-10	987	638	663	424	5,041	2,386	55
24	Aug-10	1,012	659	646	413	4,903	2,508	53
25	Sep-10	1,182	691	627	400	4,769	2,666	50
26	Oct-10	1,110	651	625	414	4,407	2,505	57
27	Nov-10	1,125	593	626	426	4,487	2,361	64
28	Dec-10	1,072	746	630	410	4,345	1,382	60
29	Jan-11	1,131	831	616	403	4,475	326	59
30	Feb-11	1,076	888	618	394	4,743	0	57
31	Mar-11	1,339	909	619	424	5,083	0	61
32	Apr-11	1,165	805	628	427	5,162	0	73
33	May-11	1,240	810	631	425	5,251	0	80
34	Jun-11	1,237	697	629	423	5,333	0	73
35	Jul-11	963	737	574	351	5,053	0	68
36	Aug-11	1,073	776	583	317	5,055	0	65
37	Sep-11	1,261	674	580	289	5,136	0	61
38	Oct-11	1,197	742	590	302	4,969	0	52
39	Nov-11	1,116	640	602	311	5,047	0	44
40	Dec-11	1,123	777	610	321	5,017	0	48
41	Jan-12	1,289	881	590	309	4,925	0	56
42	Feb-12	1,183	725	596	298	4,869	0	64
43	Mar-12	1,300	767	602	331	4,970	0	62
44	Apr-12	1,223	784	603	332	4,967	0	63
45	May-12	1,477	876	612	350	5,231	0	69
46	Jun-12	1,057	873	613	352	5,274	0	69
47	Jul-12	1,100	681	605	323	5,175	0	60
48	Aug-12	1,050	744	611	317	5,219	0	57
49	Sep-12	1,151	681	619	295	5,050	0	56
50	Oct-12	1,344	898	612	306	5,076	0	60
51	Nov-12	1,098	656	609	321	5,061	0	57
52	Dec-12	1,086	656	601	325	4,995	0	59
53	Jan-13	1,245	715	594	322	5,164	0	54
54	Feb-13	1,072	674	609	318	5,113	0	58
55	Mar-13	1,180	842	619	318	5,231	0	57
56	Apr-13	1,269	852	612	339	5,368	0	60
57	May-13	1,383	852	589	331	5,357	0	69
58	Jun-13	1,147	685	594	332	5,345	0	72
59								
60								
61								
62								
63								
64								
65								
66	Source of Data							
67	Column							
68	B	DCYF SFY Management Database Report: Bridges.						
69	C	DCYF Assessment Supervisory Report: Bridges.						
70	D	Bridges placement authorizations during the month, unduplicated.						
71	E	Bridges placement authorizations during the month, unduplicated.						
72	F	Bridges Expenditure Report, NHB-OAR8-128						
73	G	Child Care Wait List Screen: New Heights						
74	H	Bridges Service Day Query - Bed days divided by days in month						

	A	B	C	D	E	F	G	H	I	J
1	Table F									
2	Department of Health and Human Services									
3	Operating Statistics									
4	Social Services									
5										
6		FANF	APTD Persons	Food Stamps Persons	Child Support Cases					
7					Current Cases	Former Cases	Never Cases	Total Cases		
8										
9		Actual	Actual	Actual	Actual	Actual	Actual	Actual		
22	Jul-10	13,920	8,617	109,131	5,550	17,304	13,123	35,977		
23	Aug-10	13,981	8,643	109,950	5,758	17,120	13,138	36,016		
24	Sep-10	14,065	8,650	110,588	5,508	17,374	13,072	35,954		
25	Oct-10	13,615	8,656	110,694	5,726	17,177	13,051	35,954		
26	Nov-10	13,553	8,667	111,476	5,645	17,262	13,026	35,933		
27	Dec-10	13,789	8,749	112,293	5,577	17,345	12,986	35,908		
28	Jan-11	13,796	8,740	113,127	5,716	17,142	12,965	35,823		
29	Feb-11	13,705	8,779	112,803	5,654	17,189	12,917	35,760		
30	Mar-11	13,730	8,912	114,023	5,411	17,425	12,942	35,778		
31	Apr-11	13,597	9,019	114,482	5,435	17,379	12,986	35,800		
32	May-11	13,330	9,009	114,611	5,586	17,150	12,961	35,697		
33	Jun-11	13,272	9,088	114,441	5,401	17,296	12,902	35,599		
34	Jul-11	12,046	9,031	113,984	5,302	17,277	12,906	35,485		
35	Aug-11	11,980	8,905	114,285	5,416	17,099	12,842	35,357		
36	Sep-11	12,014	8,864	114,344	5,163	17,225	12,748	35,136		
37	Oct-11	11,756	8,763	114,705	5,365	17,081	12,749	35,195		
38	Nov-11	11,668	8,854	114,371	5,325	17,095	12,728	35,148		
39	Dec-11	11,787	9,006	115,671	5,192	17,184	12,760	35,136		
40	Jan-12	11,781	8,834	117,047	5,360	17,052	12,793	35,205		
41	Feb-12	11,628	8,792	117,293	5,327	17,066	12,836	35,229		
42	Mar-12	9,202	8,600	117,250	4,211	18,113	12,897	35,221	*	
43	Apr-12	8,950	8,575	117,443	4,308	17,966	12,876	35,150		
44	May-12	8,853	8,541	117,744	4,308	17,881	12,845	35,034		
45	Jun-12	8,774	8,518	117,708	4,139	17,952	12,898	34,989		
46	Jul-12	8,690	8,405	117,625	4,184	17,771	12,928	34,883		
47	Aug-12	8,793	8,296	117,916	4,031	17,760	12,899	34,690		
48	Sep-12	8,657	8,218	117,569	4,038	17,722	12,853	34,613		
49	Oct-12	8,704	8,216	119,101	4,261	17,526	12,865	34,652		
50	Nov-12	8,599	8,181	118,992	4,066	17,650	12,862	34,578		
51	Dec-12	8,493	8,164	118,817	4,051	17,653	12,893	34,597		
52	Jan-13	8,559	8,115	120,153	4,136	17,542	12,836	34,514		
53	Feb-13	8,538	8,059	117,654	4,175	17,545	12,857	34,577		
54	Mar-13	8,378	8,011	117,409	4,041	17,723	13,006	34,770		
55	Apr-13	8,337	8,011	114,147	4,162	17,606	13,054	34,822		
56	May-13	8,169	8,001	119,317	3,973	17,780	13,102	34,855		
57	Jun-13	8,005	7,951	116,087	3,917	17,850	13,146	34,913		
58										
59	Source of Data									
60	Column									
61	B	Office of Research & Analysis, Ca								
62	C	Budget Document								
63	D	Budget Document								
64	E-H	DCSS Caseload (Month End Actual from NECSES)								
65										
66	Note	* Effective 3/1/12, SSI or SSP is considered when determining FANF eligibility.								
67		Those child support cases no longer eligible, are now "Former" assistance								
68		cases.								
69										

	A	B	C	D	E	F	G	H	I
1	Table G								
2	Department of Health and Human Services								
3	Operating Statistics								
4	Community Mental Health Center Medicaid								
5									
6		Monthly Cost	YTD Weekly Average Cost		Medicaid Client Trending Report				
7		Actual	Actual		Current Date: 7/1/13		Note: All figures are year-to-date		
20	Jul-10	\$7,988,373	\$ 1,597,675		ACTUALS - YTD				
21	Aug-10	\$7,136,649	\$ 1,680,558		FISCAL YEAR	QTR 1	QTR 2	QTR 3	QTR 4
22	Sep-10	\$6,629,711	\$ 1,673,441		2008	11,016	13,553	15,497	17,392
23	Oct-10	\$8,685,885	\$ 1,691,145		2009	12,014	14,693	16,849	19,206
24	Nov-10	\$8,628,997	\$ 1,775,892		2010	13,240	16,187	18,580	20,797
25	Dec-10	\$6,900,690	\$ 1,702,604		2011	13,480	16,390	18,410	20,665
26	Jan-11	\$6,184,140	\$ 1,682,401		2012	13,358	15,775	17,447	19,925
27	Feb-11	\$6,740,043	\$ 1,682,700		2013	13,227	15,761	17,460	
28	Mar-11	\$7,382,305	\$ 1,699,405						
29	Apr-11	\$9,302,312	\$ 1,757,654		BUDGETED - YTD				
30	May-11	\$7,547,988	\$ 1,731,814		FISCAL YEAR	QTR 1	QTR 2	QTR 3	QTR 4
31	Jun-11	\$7,992,643	\$ 1,752,303		2011	12,541	15,333	17,599	19,699
32	Jul-11	\$7,631,195	\$ 1,526,239		2012	13,806	16,787	18,856	21,165
33	Aug-11	\$6,879,546	\$ 1,612,305		2013	14,214	16,786	18,565	21,202
34	Sep-11	\$8,259,497	\$ 1,626,446						
35	Oct-11	\$6,551,174	\$ 1,628,967						
36	Nov-11	\$6,684,985	\$ 1,636,654		VARIANCE: BUDGETED TO ACTUAL - YTD				
37	Dec-11	\$8,227,790	\$ 1,638,303		FISCAL YEAR	QTR 1	QTR 2	QTR 3	QTR 4
38	Jan-12	\$6,020,154	\$ 1,621,108		2012	-448	-1,012	-1,409	-1,240
39	Feb-12	\$6,992,712	\$ 1,635,630		2013	-987	-1,025	-1,105	
40	Mar-12	\$8,495,420	\$ 1,643,562						
41	Apr-12	\$7,164,315	\$ 1,656,972						
42	May-12	\$7,280,134	\$ 1,670,561						
43	Jun-12	\$8,576,998	\$ 1,674,791						
44	Jul-12	\$6,080,133	\$ 1,520,033						
45	Aug-12	\$8,396,227	\$ 1,608,484						
46	Sep-12	\$6,638,801	\$ 1,624,243						
47	Oct-12	\$6,557,972	\$ 1,627,831						
48	Nov-12	\$8,163,038	\$ 1,628,917						
49	Dec-12	\$6,888,680	\$ 1,643,264						
50	Jan-13	\$5,678,659	\$ 1,613,450						
51	Feb-13	\$6,844,750	\$ 1,624,949						
52	Mar-13	\$9,366,958	\$ 1,656,800						
53	Apr-13	\$9,806,502	\$ 1,730,738						
54	May-13	\$5,993,645	\$ 1,675,320						
55	Jun-13	\$6,614,944	\$ 1,673,660						
56									

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Table H													
2	Department of Health and Human Services													
3	Operating Statistics													
4	Elderly & Adult Long Term Care													
5														
6		Total Nursing Clients		CFI Home Health	CFI Midlevel	Other Nursing	Nursing Home Beds		Pct in NF	APS Clients Assmnts	APS Cases Ongoing	SSBG AIHC Waitlist	Total SSBG AIHC	
7		Actual	Budget			Note 1	3 mo. Avg	Budget						
8														
20	Jul-10	7,284	7,740	2,541	384	36	4,359	4,063	59.8%	250	1,121	5		
21	Aug-10	7,223	7,740	2,494	389	34	4,340	4,063	60.1%	221	1,118	1		
22	Sep-10	7,112	7,740	2,513	365	32	4,234	4,063	59.5%	228	1,104	0	506	
23	Oct-10	7,150	7,740	2,527	387	35	4,236	4,063	59.2%	228	1,080	0		
24	Nov-10	7,237	7,740	2,557	396	28	4,284	4,063	59.2%	221	1,067	3		
25	Dec-10	7,346	7,740	2,530	413	32	4,403	4,063	59.9%	183	1,068	0	614	
26	Jan-11	7,217	7,740	2,468	416	32	4,333	4,063	60.0%	178	1,039	3		
27	Feb-11	7,164	7,740	2,548	385	33	4,231	4,063	59.1%	162	1,040	6		
28	Mar-11	7,127	7,740	2,544	388	32	4,195	4,063	58.9%	203	1,042	3		
29	Apr-11	7,221	7,740	2,511	422	31	4,288	4,063	59.4%	222	1,041	3		
30	May-11	7,079	7,740	2,485	417	34	4,177	4,063	59.0%	207	1,058	8		
31	Jun-11	7,094	7,740	2,436	420	35	4,238	4,063	59.7%	238	1,077	4	740	YTD
32	Jul-11	7,142	7,515	2,499	443	31	4,200	4,400	58.8%	200	1,069	1		
33	Aug-11	7,196	7,515	2,396	456	37	4,344	4,400	60.4%	226	1,083	2		
34	Sep-11	7,174	7,515	2,382	447	32	4,345	4,400	60.6%	236	1,091	2	532	YTD
35	Oct-11	7,053	7,515	2,340	442	33	4,271	4,400	60.6%	253	1,108	2		
36	Nov-11	7,037	7,515	2,350	432	35	4,255	4,400	60.5%	212	1,103	2		
37	Dec-11	7,132	7,515	2,356	446	32	4,330	4,400	60.7%	220	1,095	-	667	YTD
38	Jan-12	7,189	7,515	2,357	439	34	4,393	4,400	61.1%	215	1,077	9		
39	Feb-12	7,312	7,515	2,417	418	33	4,477	4,400	61.2%	215	1,084	9		
40	Mar-12	7,518	7,515	2,530	448	31	4,540	4,400	60.4%	240	1,065	13	740	YTD
41	Apr-12	7,368	7,515	2,450	433	34	4,485	4,400	60.9%	223	1,053	9		
42	May-12	7,343	7,515	2,486	439	33	4,418	4,400	60.2%	223	1,084	5		
43	Jun-12	7,376	7,515	2,554	436	34	4,386	4,400	59.5%	245	1,095	16	786	YTD
44	Jul-12	7,225	7,578	2,401	444	34	4,380	4,422	60.6%	238	1,096	9		
45	Aug-12	7,448	7,578	2,468	471	39	4,509	4,422	60.5%	251	1,087	5		
46	Sep-12	7,281	7,578	2,454	462	37	4,365	4,422	60.0%	209	1,092	6	518	YTD
47	Oct-12	7,293	7,578	2,475	464	35	4,354	4,422	59.7%	243	1,137	1		
48	Nov-12	7,254	7,578	2,478	482	34	4,294	4,422	59.2%	200	1,203	1		
49	Dec-12	7,253	7,578	2,433	484	35	4,336	4,422	59.8%	178	1,186	1	635	YTD
50	Jan-13	7,194	7,578	2,421	461	37	4,312	4,422	59.9%	255	1,201	1		
51	Feb-13	7,092	7,578	2,415	443	33	4,234	4,422	59.7%	159	1,202	1		
52	Mar-13	7,052	7,578	2,487	438	38	4,127	4,422	58.5%	220	1,196	1	705	YTD
53	Apr-13													
54	May-13													
55	Jun-13													
56														
57		Note 1: These clients are also captured under OMBP Provider Payments												
58		Note : CFI Home Health = CFI Home Support and Home Health Care Waiver Services												
59														
60	Source of Data													
61	Columns													
62														
63	D-F	MDSS monthly client counts												
64	G	3 month Avg of the number of paid bed days in the month/days in prior month												
65		by the number of days in the previous month. MDSS												
66	J	Options Monthly Protective Reports												
67	K	Options Monthly Activity Report												
68	L	SSBG Adult In-Home Care verbal report from Adult Protective Services Administrator												
69	M	Quarterly Options Paid Claims from Business Systems Unit Manager												

	A	B	C	D	E	F	G	H	I	J
1	Operating Statistics									
2	Developmental Services Long Term Care									
3										
4										
5		BDS Programs served FYTD**	BDS Programs - FYTD Unduplicated Count	Early Supports & Services	Special Medical Services	Partners in Health Program	Devl. Serv. Priority #1 DD Waitlist	Devl. Serv. ABD Waitlist		Medicaid to Schools
6					8-09 to 8-12 Actual	8-09 to 8-12 Actual	Actual*	Actual*		
7	Aug-09	11,213	7,459	1,817	2,006	874	37	0		
8	Sep-09	11,534	7,882	1,823	1,868	892	37	0		
9	Oct-09	12,014	8,241	1,811	2,019	877	37	0		
10	Nov-09	12,561	8,703	1,760	2,044	907	37	0		
11	Dec-09	12,906	9,036	1,803	2,048	911	19	0		
12	Jan-10	13,631	9,836	1,826	1,917	939	19	0		
13	Feb-10	14,403	10,575	1,753	1,928	950	19	0		
14	Mar-10	14,493	10,650	1,869	1,849	997	47	0		
15	Apr-10	14,844	11,084	1,864	1,576	1,092	47	0		
16	May-10	15,446	11,830	1,857	1,620	998	47	0		
17	Jun-10	14,693	12,015	1,861	1,660	1,018	20	0		6,612
18	Jul-10	9,505	6,463	1,927	1,652	1,390	40	0		
19	Aug-10	10,574	7,826	2,054	1,690	1,058	13	0		
20	Sep-10	11,107	8,324	2,069	1,730	1,053	9	0		
21	Oct-10	11,667	8,826	2,087	1,767	1,074	21	1		
22	Nov-10	12,438	9,600	2,128	1,768	1,070	19	0		
23	Dec-10	12,732	9,959	2,101	1,667	1,106	19	0		
24	Jan-11	13,152	10,344	1,972	1,659	1,149	19	0		
25	Feb-11	13,567	10,817	2,017	1,613	1,137	19	0		
26	Mar-11	13,900	11,098	2,182	1,651	1,151	20	0		
27	Apr-11	14,201	11,337	2,277	1,695	1,169	30	0		
28	May-11	14,623	11,713	2,339	1,742	1,168	30	0		
29	Jun-11	15,148	12,168	2,344	1,772	1,208	24	4		6,785
30	Jul-11	10,626	7,627	2,248	1,795	1,204	56	6		
31	Aug-11	10,953	7,957	1,799	1,806	1,190	34	8		
32	Sep-11	11,146	8,328	2,329	1,811	1,007	34	10		
33	Oct-11	11,500	8,529	2,668	1,841	1,130	46	9		
34	Nov-11	11,918	9,077	2,917	1,727	1,114	58	9		
35	Dec-11	12,290	9,445	3,057	1,742	1,103	62	0		
36	Jan-12	12,535	9,848	3,274	1,667	1,020	66	0		
37	Feb-12	12,767	10,112	3,468	1,663	992	71	0		
38	Mar-12	13,133	10,455	3,661	1,695	983	78	0		
39	Apr-12	13,510	10,802	3,922	1,702	1,006	81	0		
40	May-12	13,850	11,122	4,154	1,740	988	90	0		
41	Jun-12	14,248	11,513	4,423	1,737	998	94	0		6,419
42	Jul-12	9,742	7,055	1,891	1,689	998	123	0		
43	Aug-12	10,324	7,590	2,083	1,738	996	123	0		
44	Sep-12	11,000	8,156	2,288	1,814	1,030	154	0		
45	Oct-12	11,701	8,774	2,601	1,876	1,051	169	0		
46	Nov-12	12,207	9,209	2,861	1,935	1,063	172	0		
47	Dec-12	12,562	9,502	3,033	1,980	1,080	190	0		
48	Jan-13	13,217	10,065	3,255	2,063	1,089	219	0		
49	Feb-13	13,660	10,438	3,521	2,123	1,099	225	1		
50	Mar-13	14,057	10,694	3,706	2,253	1,110	242	3		
51	Apr-13	14,460	10,992	3,925	2,342	1,126	240	1		
52	May-13	14,863	11,289	4,132	2,430	1,144	265	4		
53	Jun-13	15,205	11,580	4,323	2,460	1,165	288	8		
54										
55										
56										
57	Data Sources:	NHLeads	NHLeads	NHLeads	SMSdb	PIHdb	Registry	Registry		
58										
59	*G & *H Represent the number of individuals waiting at least 90-days for DD or ABD									
60	Waiver funding.									
61	** BDS count excludes MTS Students served									
62	E & F	Represents year-to-date total number served								

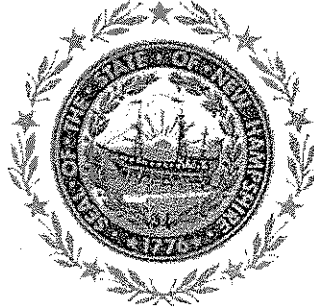
	A	B	C	D	E	F	G	H	I	J	K
1	Table I										
2	Department of Health and Human Services										
3	Operating Statistics										
4	Shelter & Institutions										
5											
6		NHH				BHHS					Glencliff
7		APS & APC Census	APS & APC Admissions	THS Census		Individual Bednights	% of		Family Bednights	% of	GH Census
8		Actual	Actual	Actual	Capacity	Actual	Capacity	Capacity	Actual	Capacity	Actual
9											
22	Jul-10	148	178	41	11,408	8,444	74%	806	595	74%	112
23	Aug-10	145	185	41	10,304	7,523	73%	728	599	82%	112
24	Sep-10	146	184	42	11,040	8,032	73%	780	688	88%	112
25	Oct-10	145	191	43	10,757	8,668	81%	780	687	88%	112
26	Nov-10	162	200	43	10,590	9,101	86%	780	622	80%	113
27	Dec-10	156	173	40	10,943	9,539	87%	806	612	76%	113
28	Jan-11	154	184	42	11,997	10,525	88%	806	667	83%	109
29	Feb-11	156	160	43	10,836	10,606	98%	728	627	86%	106
30	Mar-11	159	219	44	11,657	10,528	90%	806	639	79%	109
31	Apr-11	152	204	42	10,590	9,141	86%	780	680	87%	111
32	May-11	153	228	44	10,943	8,785	80%	806	622	77%	113
33	Jun-11	139	199	43	10,590	9,019	85%	780	588	75%	113
34	Jul-11	142	209	43	10,943	9,368	86%	806	627	78%	113
35	Aug-11	134	192	41	10,943	9,590	88%	806	732	91%	115
36	Sep-11	128	196	41	10,590	9,719	92%	768	744	97%	115
37	Oct-11	149	200	37	10,943	10,781	99%	806	826	102%	117
38	Nov-11	150	193	36	10,590	10,779	102%	780	885	113%	116
39	Dec-11	151	202	36	11,521	11,721	102%	806	877	109%	113
40	Jan-12	153	207	n/a	12,090	12,173	101%	806	883	110%	115
41	Feb-12	153	191	n/a	11,310	11,137	98%	754	770	102%	116
42	Mar-12	153	184	n/a	12,090	11,049	91%	806	837	104%	118
43	Apr-12	153	200	n/a	10,590	9,945	94%	780	817	105%	118
44	May-12	155	208	n/a	10,943	10,510	96%	806	898	111%	117
45	Jun-12	149	187	n/a	10,590	9,845	93%	780	869	111%	119
46	Jul-12	145	161	n/a	10,943	9,568	87%	806	685	85%	118
47	Aug-12	149	193	n/a	10,943	9,573	87%	806	755	94%	118
48	Sep-12	151	162	n/a	9,870	9,304	94%	780	674	86%	119
49	Oct-12	150	178	n/a	10,199	9,826	96%	806	757	94%	119
50	Nov-12	150	161	n/a	9,870	9,369	95%	780	763	98%	117
51	Dec-12	150	125	n/a	10,133	9,420	93%	754	808	107%	117
52	Jan-13	161	173	n/a	11,346	11,433	101%	806	826	102%	117
53	Feb-13	164	135	n/a	9,212	10,544	114%	728	704	97%	118
54	Mar-13	155	149	n/a	9,833	10,995	112%	780	764	98%	119
55	Apr-13	152	173	n/a	9,833	9,313	95%	780	643	82%	119
56	May-13	148	187	n/a	10,162	9,166	90%	806	586	73%	118
57	Jun-13	155	175	n/a							119
58											
59											
60											
61	Source of Data										
62	Column										
63	B	Daily in-house midnight census averaged per month									
64	C	Daily census report of admissions totalled per month									
65	D	Daily in-house midnight census averaged per month									
66	E	Total number of individual bednights available in emergency shelters									
67	F	Total number of individual bednights utilized in emergency shelters									
68	G	Percentage of individual bednights utilized during month									
69	H	Total number of family bednights available in emergency shelters									
70	I	Total number of family bednights utilized in emergency shelters									
71	J	Percentage of family bednights utilized during month									
72	K	Daily in-house midnight census averaged per month									

	A	B	C	D	E	F	G	H	I
1	Table J								
2	Department of Health and Human Services								
3	Office of Medicaid Business and Policy								
4	Budget V. Actual Medical Expenditures								
5									
6	Medicaid Provider Payments								
7	(Provider Payments, Outpatient Hospital, Prescription Drugs and CHIP FFS)								
8		Budgeted	Expended	Excess/Shortfall					
9	Jul-12	\$33,504,813	\$28,414,183	\$5,090,630					
10	Aug-12	\$41,881,016	\$41,991,758	(\$110,741)					
11	Sep-12	\$33,504,813	\$28,853,109	\$4,651,704					
12	Oct-12	\$33,504,813	\$33,899,882	(\$395,069)					
13	Nov-12	\$41,881,016	\$38,286,866	\$3,594,151					
14	Dec-12	\$34,745,011	\$37,862,968	(\$3,117,957)					
15	Jan-13	\$34,745,011	\$31,912,309	\$2,832,702					
16	Feb-13	\$36,842,516	\$35,321,867	\$1,520,649					
17	Mar-13	\$46,053,145	\$45,281,899	\$771,245					
18	Apr-13	\$36,842,516	\$27,641,834	\$9,200,682					
19	May-13	\$46,053,145	\$33,836,653	\$12,216,492					
20	Jun-13	\$36,842,516	\$41,544,784	(\$4,702,268)					
21	Total	\$456,400,332	\$424,848,112	\$31,552,220					
22									
23									
24	CHIP Fee-for-service: Budget + expenses moved to Provider Payments w/Dept Transfer								
25	CHIP Expenses reported in Medicaid Provider Payments Mnthly Costs								
26		Informational:	Expended						
27	Jul-12		\$431,145						
28	Aug-12		\$1,398,498						
29	Sep-12		\$1,147,111						
30	Oct-12		\$1,324,754						
31	Nov-12		\$1,534,985						
32	Dec-12		\$1,572,977						
33	Jan-13		\$1,502,165						
34	Feb-13		\$1,669,845						
35	Mar-13		\$1,852,749						
36	Apr-13		\$1,112,906						
37	May-13		\$1,725,657						
38	Jun-13		\$1,742,275						
39	Total		\$17,015,067						
40									
41									
42	BCCP								
43	(Provider Payments, Outpatient Hospital, Prescription Drugs)								
44		Budgeted	Expended	Excess/Shortfall					
45	Jul-12	\$251,156	\$278,082	(\$26,926)					
46	Aug-12	\$313,945	\$378,267	(\$64,322)					
47	Sep-12	\$251,156	\$317,636	(\$66,480)					
48	Oct-12	\$251,156	\$342,295	(\$91,139)					
49	Nov-12	\$313,945	\$345,771	(\$31,826)					
50	Dec-12	\$251,156	\$371,182	(\$120,026)					
51	Jan-13	\$251,156	\$337,068	(\$85,912)					
52	Feb-13	\$522,065	\$351,781	\$170,284					
53	Mar-13	\$652,581	\$371,177	\$281,405					
54	Apr-13	\$522,065	\$255,222	\$266,843					
55	May-13	\$652,581	\$348,083	\$304,498					
56	Jun-13	\$522,065	\$383,956	\$138,109					
57	Total	\$4,755,027	\$4,080,520	\$674,507					
58									
59									
60	Notes:								
61	Shaded figures are estimates								
62	Department of Health and Human Services; Reduction in Appropriation. In the event that estimated restricted revenues collected by the								
63	department of health and human services in the aggregate are less than budgeted, during the biennium ending June 30, 2013, the total								
64	appropriations to the department of health and human services shall be reduced by the amount of the shortfall in either actual or projected								
65	revenue. The commissioner of the department of health and human services shall notify the bureau of accounting, in writing, no later than								
66	April 1st of each year as to precisely which line item appropriation and in what specific amount reductions are to be made in order to fully								
67	compensate for the total revenue deficits.								

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Table K																			
2	Department of Health and Human Services																			
3	Caseloads Versus Prior Year & Prior Month																			
4																				
5	Unduplicated Persons			Medicaid Persons			Long Term Care-Seniors			FANF Persons			APTD Persons			SNAP Persons				
6		Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	
7																				
44	Jul-11	153,928	2.2%	-0.4%	119,814	0.8%	-0.9%	7,142	-1.9%	0.7%	12,046	-13.5%	-9.2%	9,031	4.8%	-0.6%	113,984	4.4%	-0.4%	
45	Aug-11	153,803	1.7%	-0.1%	119,628	0.7%	-0.2%	7,196	-0.4%	0.8%	11,980	-14.3%	-0.5%	8,905	3.0%	-1.4%	114,285	3.9%	0.3%	
46	Sep-11	154,055	1.6%	0.2%	119,916	0.6%	0.2%	7,174	0.9%	-0.3%	12,014	-14.6%	0.3%	8,864	2.5%	-0.5%	114,344	3.4%	0.1%	
47	Oct-11	153,942	1.6%	-0.1%	119,437	0.6%	-0.4%	7,053	-1.4%	-1.7%	11,756	-13.7%	-2.1%	8,793	1.6%	-0.8%	114,705	3.6%	0.3%	
48	Nov-11	153,484	1.0%	-0.3%	118,901	0.0%	-0.4%	7,037	-2.8%	-0.2%	11,668	-13.9%	-0.7%	8,854	2.2%	0.7%	114,371	2.6%	-0.3%	
49	Dec-11	154,470	1.0%	0.6%	119,626	-0.2%	0.6%	7,132	-2.9%	1.4%	11,787	-14.5%	1.0%	9,006	2.9%	1.7%	115,671	3.0%	1.1%	
50	Jan-12	154,765	0.9%	0.2%	119,338	-0.2%	-0.2%	7,189	-0.4%	0.8%	11,781	-14.6%	-0.1%	8,834	1.1%	-1.9%	117,047	3.5%	1.2%	
51	Feb-12	155,274	1.5%	0.3%	119,553	0.2%	0.2%	7,312	2.1%	1.7%	11,628	-15.2%	-1.3%	8,792	0.1%	-0.5%	117,293	4.0%	0.2%	
52	Mar-12	155,424	0.8%	0.1%	120,382	0.0%	0.7%	7,518	5.5%	2.8%	9,202	-33.0%	-20.9%	8,600	-3.5%	-2.2%	117,250	2.8%	0.0%	
53	Apr-12	155,639	0.8%	0.1%	120,538	0.0%	0.1%	7,368	2.0%	-2.0%	8,950	-34.2%	-2.7%	8,595	-4.7%	-0.1%	117,443	2.6%	0.2%	
54	May-12	155,789	0.8%	0.1%	120,520	0.1%	0.0%	7,343	3.7%	-0.3%	8,853	-33.6%	-1.1%	8,541	-5.2%	-0.6%	117,744	2.7%	0.3%	
55	Jun-12	156,002	0.9%	0.1%	120,335	-0.4%	-0.2%	7,376	4.0%	0.4%	8,774	-33.9%	-0.9%	8,518	-6.3%	-0.3%	117,708	2.9%	0.0%	
56	Jul-12	156,637	1.8%	0.4%	129,569	Eff. 7/1/12 CHIP included		7,225	1.2%	-2.0%	8,690	-27.9%	-1.0%	8,405	-6.9%	-1.3%	117,625	3.2%	-0.1%	
57	Aug-12	156,966	2.1%	0.2%	129,951	n/a	0.3%	7,448	3.5%	3.1%	8,793	-26.6%	1.2%	8,296	-6.8%	-1.3%	114,916	0.6%	-2.3%	
58	Sep-12	156,144	1.4%	-0.5%	129,479	n/a	-0.4%	7,281	1.5%	-2.2%	8,657	-27.9%	-1.5%	8,218	-7.3%	-0.9%	117,569	2.8%	2.3%	
59	Oct-12	157,243	2.1%	0.7%	130,393	n/a	0.7%	7,293	3.4%	0.2%	8,704	-26.0%	0.5%	8,216	-6.6%	0.0%	119,101	3.8%	1.3%	
60	Nov-12	157,170	2.4%	0.0%	130,110	n/a	-0.2%	7,254	3.1%	-0.5%	8,599	-26.3%	-1.2%	8,181	-7.6%	-0.4%	118,992	4.0%	-0.1%	
61	Dec-12	156,588	1.4%	-0.4%	130,001	n/a	-0.1%	7,253	1.7%	0.0%	8,493	-27.9%	-1.2%	8,164	-9.3%	-0.2%	118,817	2.7%	-0.1%	
62	Jan-13	157,348	1.7%	0.5%	130,239	n/a	0.2%	7,194	0.1%	-0.8%	8,559	-27.3%	0.8%	8,115	-8.1%	-0.6%	120,153	2.7%	1.1%	
63	Feb-13	154,386	-0.6%	-1.9%	129,200	n/a	-0.8%	7,092	-3.0%	-1.4%	8,538	-26.6%	-0.2%	8,059	-8.3%	-0.7%	117,654	0.3%	-2.1%	
64	Mar-13	154,504	-0.6%	0.1%	129,413	n/a	0.2%	7,052	-6.2%	-0.6%	8,378	-9.0%	-1.9%	8,011	-6.8%	-0.6%	117,409	0.1%	-0.2%	
65	Apr-13	154,159	-1.0%	-0.2%	129,346	n/a	-0.1%				8,337	-6.8%	-0.5%	8,011	-6.8%	0.0%	117,147	-0.3%	-0.2%	
66	May-13	153,625	-1.4%	-0.3%	129,598	n/a	0.2%				8,169	-7.7%	-2.0%	8,001	-6.3%	-0.1%	119,317	1.3%	1.9%	
67	Jun-13	153,197	-1.8%	-0.3%	129,353	n/a	-0.2%				8,005	-8.8%	-2.0%	7,951	-6.7%	-0.6%	116,087	-1.4%	-2.7%	
68																				
69																				
70	Annual Averages																			
71	SFY09	131,148			107,488			7,253			12,026			7,279			72,973			
72	SFY10	145,949	11.3%		117,025	8.9%		7,288	0.5%		14,098	17.2%		8,284	13.8%		99,219	36.0%		
73	SFY11	152,821	4.7%		119,612	2.2%		7,188	-1.4%		13,696	-2.8%		8,794	6.2%		112,302	13.2%		
74	SFY12	154,715	1.2%		119,832	0.2%		7,237	0.7%		10,870	-20.6%		8,778	-0.2%		115,987	3.3%		
75	SFY13	155,664	0.6%		119,721	-0.1%	CHIP Adjust	7,232	-0.1%		8,494	-21.9%		8,136	-7.3%		117,899	1.6%		

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Current Status of Projects With Potentially Significant Impact
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Department of Health and Human Services



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The Department of Health and Human Services has a number of initiatives in process that will significantly transform the nature of services and the delivery systems for those services. These include:

1. Medicaid Care Management for Medical and Long Term Care Services
2. Development of an 1115 Waiver to restructure the Medicaid program
3. Implementation of authorized elements of the Affordable Care Act (ACA)
 - a. Implementation of the Modified Adjusted Gross Income
 - b. Federally Facilitated Marketplace
 - c. Federally Funded Primary Care Rate Increase
4. Implementation of Child in Need of Services (CHINS) Voluntary Services

Long Term Care

4. Implementation of the 10-Year Mental Health Plan
5. State Innovation Model (SIM) Grant
6. Balanced Incentive Program (BIP) Grant

Information Technology

7. Medicaid Management Information System
8. Service Delivery System Transformation – Data Repository
9. Health Information Exchange
10. Replace Child Support Information System (NECSSES)
11. Complete the installation of the Medicaid Management Information System (MMIS)
12. Continue the modernization of the eligibility determination system (New HEIGHTS)
13. Implement Electronic Medical Record at New Hampshire Hospital
14. Implement WISDOM Public Health Performance Management System

MEDICAID PROGRAM

Care Management

Chapter Law 125, Laws of 2011, requires the Commissioner to employ a managed care model for administering the Medicaid program and its enrollees to provide for managed care services for all Medicaid populations throughout New Hampshire consistent with the provisions of 42 U.S.C 1396u-2. The Department is implementing a three-phased approach consistent with the language of Chapter Law 125 (SB 147).

- Step 1-All Medicaid medical, pharmacy, and mental health services for all populations with a few the exceptions, such as spend down populations.
- Step 2-Specialty services for long term care populations, including nursing home services and specialty services for those dually eligible for Medicaid and Medicare.
- Step 3-Medicaid expansion population under the Affordable Care Act, if NH chooses to exercise the option to expand.

Status:

As a result of a public bidding process, on May 9, 2012 Governor & Council approved three contracts with Medicaid Managed Care Organizations (MCO). These vendors are Granite State Health Plan (Centenc Corporation), Well Sense Health Plan (Boston Medical Center) and Meridian Health Plan of New Hampshire. The contracts, along with Medicaid State Plan Amendments (SPA) were submitted to the Centers for Medicare & Medicaid Management (CMS) for approval.

The Department has been closely monitoring the steps needed to fully implement the new program, including the development of the managed care organizations' provider networks with special focus on acute care hospitals, primary care physicians, community mental health centers and federally-qualified community health centers. The

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program start date is contingent on the development of the provider networks. We have set forth a timeline that culminates with the program start that will begin once the managed care organizations are able to demonstrate that they have met certain milestones in putting together the provider network to serve the Medicaid population.

Development of an 1115 Waiver to restructure the Medicaid program

The Department is in the process of developing a proposal for a Medicaid demonstration waiver from the Centers of Medicare and Medicaid Services (CMS) in order to improve population health in New Hampshire, improve health outcomes for the Medicaid and CHIP populations, and to help lower health care costs for those populations over time. The demonstration waiver is known as a "Section 1115" waiver because of the provision of the federal Social Security Act under which the waiver is issued. A waiver mechanism is needed in order to undertake programs and initiatives in an innovative manner that does not adhere to all the traditional federal rules and regulations for the delivery and payment of Medicaid services.

For the past several years, NH DHHS has pursued a number of individual initiatives in order to improve population health and to establish a sustainable Medicaid financing system. These initiatives have included participation in the Balancing Incentive Program (BIP), the Money Following the Person Grant Program, the System of Care Grant, and, more recently, the implementation of managed care through the NH Care Management program and the State Innovation Model Grant program.

In addition, the Care Management program, which will provide medical homes and coordinated health care to NH's Medicaid population, will be implemented once the network for services is completed and CMS provides final approvals for implementation. NH DHHS is also now in the process of completing a thorough stakeholder process for the design phase of the State Innovation Model Grant, which is focused on new payment and service delivery reform options for long-term care support and services across the continuum of care and across the lifespan for all populations.

NH DHHS believes that it is critically important to align these initiatives and to undertake additional transformation efforts to reform the delivery and payment of Medicaid services in order to achieve our goal of improved population health and to secure additional federal investment in NH's Medicaid system to ensure its sustainability. Over the next several months DHHS will be undertaking stakeholder outreach that will inform the development of a waiver concept that will be reviewed by CMS and the public, and that will serve as the basis of a formal waiver application to CMS.

Implementation of authorized elements of the Affordable Care Act (ACA)

The State legislature is studying the issue of expanding Medicaid eligibility under ACA. HB2, Section 129 established the Commission to Study Expansion of Medicaid Eligibility and the committee report is due October 15, 2013. The Department has been providing technical support for this Commission. In addition to the state optional expansion of Medicaid under ACA, certain changes are mandatory and the Department is working toward implementation of the Modified Adjusted Gross Income methodology for eligibility determination, the Federally Facilitated Marketplace and the Federally Funded Primary Care Rate Increase.

Medicaid Family Planning Benefit Expansion.

Beginning July 1, DHHS started implementation of the Medicaid family planning expansion as directed by SB 194 and provided under RSA 126-A:4-c.. The family planning benefit is administered through the DHHS Medicaid Program and client eligibility for the program is administered through the Division of Client Services. Due to the department's inability to initiate at this time the significant technology systems enhancements necessary to determine eligibility and conduct claims processing, all client eligibility and all provider claims, both processed and paid, are conducted manually. Our ability to track total clients and service utilization is limited. However, DHHS is creating a work around data collection system that relies heavily on cooperation with providers and that captures benefit utilization and cost to the Medicaid program. During the first three weeks of the program, nearly 400 clients have been

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determined eligible for services at family planning sites throughout NH. DHHS will report to the legislature on progress at 60 days and subsequently in the monthly Dashboard reports.

CHILDREN'S SERVICES

Implementation of Child in Need of Services (CHINS) Voluntary Services

The 2013 legislature passed HB 260, expanding the definition of a child in need of services under RSA 169-D, providing that DHHS shall offer voluntary services to any child meeting the definition of CHINS; directs the department to collect certain data regarding the CHINS program, services and utilization; and provides for the suspension of voluntary services if appropriated funds will be insufficient to support voluntary services. Further, prior to any CHINS petition being filed with the court efforts demonstrating whether appropriate voluntary services have been attempted, the nature of voluntary services attempted, and the reason court compulsion is necessary must be documented. Currently, the Division of Children Youth and Families does not have a technology system to collect data on voluntary services. DCYF must create a manual system of tracking voluntary cases in addition to associated costs.

LONG TERM CARE

10-Year Mental Health Plan

The 10-Year Mental Health Plan restores the delivery system to addresses the critical mental health needs of NH's citizens. The Division of Community Based Care Services, through the Bureau of Behavioral Health and New Hampshire Hospital, has developed several initiatives to provide a long-term, community based and sustainable solution for the backlog of individuals waiting in hospital emergency departments for inpatient care. These include providing early interventions before an individual requires emergency care, and targeted programs and services to allow individuals with high service needs to live successfully in the community. Specific initiatives and progress to date are as follows.

1. Establish a second Acute Psychiatric Residential Treatment Program (APRTP similar to the current program located in Manchester (Cypress Center).
Status: BBH will be drafting an RFP for release this fall for organizations designated as community mental health programs to apply for these funds. We have several who have expressed an interest, and a key component to a successful application will be site control-property identified, available and under control of the applicant.

2. Establish additional crisis beds operated by two local Peer Support Agencies building on the success of the Stepping Stones Crisis Respite Program.
Status: We had released an RFP and selected a peer support agency to establish this program. This was the second round of proposals released. The organization chosen developed some financial issues needing immediate attention and we subsequently rescinded our offer to contract with them. We have been approached through community collaboration- a CMHC in partnership with a peer support agency to set up a crisis bed. They have a site available for the program. We will be proceeding with further discussions with them on moving this initiative forward.

As part of a planned expansion of the Transitional Housing Program, we are expanding the program by an additional 8 beds, which will include 2 peer run crisis beds at the program in collaboration with a local Peer Support Agency. We are in the process of executing this contract amendment.

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3. Establish 48 additional community residence beds for the individuals with severe mental illness who require close monitoring and specialized services in the community. This would provide 24-hour care to help them develop the skills to live independently.
Status: This was reduced to 12 beds for FY 14. We are in the process of doing a contract amendment to use these funds to expand the transitional housing program and also include 2 peer run crisis beds within that same program.

4. Expand the Housing Bridge Subsidy Program by 100 slots. The State will provide rental subsidies to landlords until the individual receives a section 8 voucher.
Status: BBH staff is working with our community program partner, Harbor Homes, to work off the current wait list and enroll new participants in the Housing Bridge Subsidy Program.

5. Establish 7 additional Assertive Community Treatment Teams (ACT) to reduce hospitalizations, reduce the use of hospital emergency departments, and improve the quality of life for individuals with a serious mental illness who are at high risk in the community. NH currently has 10 ACT Teams in 6 regions.
Status: We will have 4 additional Adult ACT Teams covering all 10 regions as of September 2013. We have also provided funding to ensure each of the 10 teams is able to provide 7-day a week coverage.

6. Expand the REAP (Referral, Education and Assistance Program) to serve an additional 350 older adults. REAP provides outreach and short term counseling services to older adults who are at high risk for hospitalization because of substance abuse and/or mental illness.
Status: Expanded funds have been provided to our lead partner agency, Seacoast Mental Health, and other program design changes have been made to continue enhancing and improving outcomes for program participants.

7. Expand funding for Peer Support Services to serve 10% more consumers
Status: Funding provided to the Peer Support Agencies through contract.

8. Develop one additional local Designated Receiving Facility (DRF) to expand inpatient psychiatric services.
Status: Franklin DRF, a new 10-bed program, scheduled to open on 10-1-13.

State Innovation Model (SIM) Grant

The Department received a federal SIM grant and will use the grant to focus on the service model for individuals who are either in need of or at-risk for needing long-term support services. The purpose of the grant is to transition from the current, fragmented model to a system that a) empowers consumers to access services across the service delivery system "silos" and improves care and service coordination across those systems, b) aligns the payers for long term care support services around a common goals and outcomes, and c) employs a payment system that creates global accountability for cost effectiveness and outcomes.

Status

Work on the project has begun by forming work groups within the larger stakeholder group. The workgroup on Vision and Mission completed its work on a combined vision and mission statement. All eight SIM Stakeholder workgroups met to review strengths and weaknesses of the current system and to brainstorm ideas and strategies for SIM initiatives. Workgroups were held for the following areas: Status Report, Payment Reform, Regulatory/Legal, System Reform, Existing Initiatives, Quality, Education and Outreach, HITIT, Other Barriers. A stakeholder meeting was held June 27, 2013 to communicate updates from each workgroup and to provide a set of recommendations for discussion.

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Balanced Incentive Program (BIP)

The Department received a federal BIP grant for purposes of rebalancing Medicaid spending between institutional and community long term care services. New Hampshire is eligible to participate in this grant opportunity because, as of December 2009, the State spent more on institutional care than on community-based long-term supports and services. The rebalancing will build upon the existing partnerships with Area Agencies and Community Mental Health Centers, utilizing the ServiceLink model. The project will focus on core principles of a) No Wrong Door—Single Entry Process which will be a statewide system to enable consumers to access all long-term services and supports through an agency, organization, coordinated network, or portal b) Core Standardized Assessment for determining eligibility, identifying support needs, and informed service planning, and c) Conflict-free case management services to develop care plans, coordinate services and supports, and conduct ongoing monitoring to assure that services and supports are delivered to meet the beneficiary's needs and achieve intended outcomes. The grant was received on March 1, 2012 and to date the following activities have been completed.

Status:

The Department continues to outline long term care system enhancements. A contract for project management services was approved April 17, 2013, which will accelerate progress toward future milestones in support of the objectives to rebalance long term care spending in favor of community services and supports. Efforts are being ramped up in each of the major work plan areas. Next steps include finalization of several required infrastructure deliverables, including the core standardized assessment, standardized informational materials, and the NWD screening, eligibility & options counseling processes. Next steps include finalization of several required infrastructure deliverables, including the core standardized assessment, standardized informational materials, and the NWD screening, eligibility & options counseling processes.

INFORMATION TECHNOLOGY

Medicaid Management Information System (MMIS)

The Medicaid Management Information System (MMIS,) including its Medicaid claims adjudication and payment functions, is the Department of Health and Human Services' primary system for administering and managing costs for the New Hampshire Medicaid program. The MMIS processes over \$1 billion annually in payments to 14,000 New Hampshire Medicaid providers for services provided to approximately 130,000 eligible recipients under the New Hampshire Medicaid program.

Status:

The new system, MMIS Health Enterprise, went live for general use by the state, providers, and trading partners, on March 31, 2013. Since that time, the system has processed 16 financial cycles that result in payments to Medicaid providers. Overall, the system is very stable, considering its size and complexity. The state and Xerox continue to identify, prioritize and resolve remaining issues that will increase the timeliness and accuracy of provider payments, decrease the volume of suspended claims, and enhance reporting capabilities.

On April 1, 2013, the contractor, Xerox Government Healthcare Solutions, began a multi-year commitment as the fiscal agent for the state of New Hampshire. In the coming months, a series of federal- and state-mandated enhancements, including support for the State's Medicaid Care Management program, will be developed and delivered. Meanwhile, the state is preparing for the federal certification that will ensure increased federal reimbursement for the fiscal operations and mandated enhancements.

Service Delivery System Transformation – Data Repository

The Department is transforming the service delivery system to be more integrated and efficient while also improving the quality of client care and outcomes. The Service Delivery Transformation (SDST) Project will develop a clear understanding of the way the current service delivery system operates and then will implement changes in policies, procedures, information systems, partnering, contracting, etc. to achieve a more integrated and efficient operation while improving the quality of client care and outcomes. The first step to understand and analyze the current system is to collect data about how the system works. The SDST– Data Repository Project

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was defined to create a Master Client-Centric Data Repository that integrates data about services delivered to clients.

Status:

Data from the four agencies participating in the project (Division of Family Assistance, Division of Child Support Services, Division of Children, Youth and Families, and Bureau of Elderly and Adult Services) have been successfully loaded into the software tool from the source systems. User-designed views of the data (called "pages") are being developed by the project team. The first "release" of the system should be available in September for users within the Department.

Health Information Exchange

The Department received an award of \$5.5M from the American Recovery and Reinvestment Act of 2009 (ARRA), Title XIII – Health Information Technology, Subtitle B – Incentives for the Use of Health Information Technology, Section 3013, State Grants to Promote Health Information Technology. The purpose of the award is to promote the establishment of a New Hampshire state level Health Information Exchange for information sharing across the health care system. A Strategic and Operational Plan for the Health Information Exchange was developed through the collaboration of stakeholders from across New Hampshire's health care community. Pursuant to Chapter 232 (HB 489), Laws of 2011, the New Hampshire Health Information Organization (NHHIO) was formed to establish and operate a state level Health Information Exchange for New Hampshire.

Status:

A contract with Orion Health was signed in February 2013 and the Health Information Exchange technical framework has been built. Test transactions between participants have been successfully exchanged. Full operation is expected to begin within the next few weeks. NHHIO expects to have over 300 providers on the network by end of calendar year. To date NHHIO has received 6 participation agreements with several more expected within the next two weeks, as well as over 30 signed Letters of Intent from large and small hospitals, critical access hospitals, home health and VNAs, community health centers, behavioral health organizations and independent practice organizations.

Child Support System (NECSSES)

The Division of Child Support Services' New England Child Support Enforcement System (NECSSES) information system no longer supports the needs of the program. A plan was developed to implement a solution using software from other states and then build upon that.

Status:

The development effort for the initial release began in June 2012 with a target implementation date of April 2014. The functionality is being developed and tested in four iterations, referred to as "waves". Work on the first wave completed on time in December 2012 and the second wave was completed in June 2013. The development effort for the initial release continues to be on track for implementation in April 2014.

New HEIGHTS Modernization

New HEIGHTS is the Department's integrated eligibility system and needs to be modernized making both technical improvements (moving from a 1990's mainframe, client-server technical architecture to a web-based architecture) and functional improvements (such as electronic case files / document imaging and client self service (apply for services on-line, check your benefits, secure e-mail, etc.)). Although this is a multi year project that began several years ago and will continue for several more, changes are being made incrementally and technical improvements and enhanced functionality are being implemented on a monthly basis. Also included within the scope of this initiative are all software enhancements required to support authorized elements of the Affordable Care Act, as well as Care Management.

Status:

Affordable Care Act – this includes the new Medicaid eligibility rules (MAGI), Account Transfer From and To CMS (FFM), and the Federal Data Services Hub (FDSH) interface to verify SSN, Citizenship, and Lawful Presence of Non-Citizens. June is the second month of the project following approval of contracts. This project remains a top priority and is fully staffed. We are ahead of the contract timelines for FDSH integration

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and are actively working through the 100 scenarios defined by CMS in the formal test environment. Full testing began in June as scheduled. Additional enhancements to NH EASY for a more streamlined application are in process.

Incremental Renewal – Real time transaction phase work completed shows that the resource usage and percentage of work continues to be on track. Conversion of the batch programs phase is under way. A Proof of Concept (POC) has been completed with a test of the new batch solution providing 100% matching results to the COBOL application being replaced with comparable runtime. Core framework has also been completed. The team is now beginning to develop common routines. The reporting “As Is” analysis has also been completed pending formal review and we are evaluating COTS reporting alternatives.

Service Modernization - The NH EASY service modernization projects are proceeding on schedule with a successful release of provider/guardian self-service features implemented in June. MITA assessment tasks started in April and continue to be on hold pending release of MITA 3.0 for eligibility by CMS.

Electronic Medical Record

New Hampshire Hospital (NHH) is in the planning stages for implementation of an electronic medical record (EMR) system. The EMR will be an added module to the Netsmart program already in place. The existing software includes modules for census management, financial components, and report writing. The EMR will include real time documentation of the patient record including admission information, treatment plans, progress notes, and discharge summaries. Initial efforts underway are to review current workflow processes to identify what needs to be modified in an electronic system and to identify any current redundant processes.

Status:

Workflow analysis nearly complete with two departments left – anticipated end date 8/1/2013. Contract with Netsmart to provide implementation services and on-site training expected to go before G & C on 8/14/2013 that will allow the EMR to be loaded into the system. At that time, workflow analysis results to be implemented into a single working model throughout the Hospital to compliment the EMR. Pharmacy software replacement, Rx Connect, will be installed by 9/15/2013 to allow user testing and inventory conversion. The current pharmacy module will no longer be supported as of 12/31/2013.

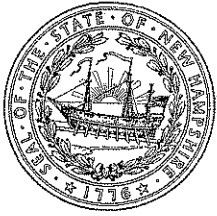
Working with DHHS OIS to determine which document scanning solution is best to convert paper medical records into electronic form for seamless retrieval once system goes live. Also working with DHHS OIS to prepare for the 10/1/2014 federal mandate deadline for the implementation of the new inpatient coding system upgrade from ICD-9 to ICD-10 as well as the upgraded psychiatric diagnostic coding from DSM-4 to DSM-5. Both these mandates will require upgrading the Hospital’s current software to updated versions.

WISDOM

Division of Public Health Services (DPHS) is in the second year of developing a Web-Based System for Direction and Outcome Measures (WISDOM). The WISDOM application allows users, both named and anonymous, to access interactive reports of DPHS health indicator data and uses a content management database to organize reports and provide context to the user. This will include a performance management application (PMA) to manage information in the database, to enter indicator source data when other data sources are not available, and report back on the data interactively.

Status:

DPHS is implementing a project plan so that each DPHS program has at least one performance objective entered into the PMA by the target date of September 30th. Phase 1 of the initiative involves training appropriate program staff and populating the system with basic program information. This phase should be completed by August 1st. Next, each program area will identify and define a Key Performance Indicator and objective, complete a detailed description of the indicator, and enter the indicator and its most current data into the PMA system. Over the late fall and winter, additional indicators will be added as appropriate. These program “dashboards” will be reviewed quarterly and used as an integral tool in the Division’s performance management/quality improvement efforts.



STATE OF NEW HAMPSHIRE
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July 1, 2013

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

INFORMATIONAL ITEM

In accordance with Chapter 277:4, Laws of 2006, the Department of Resources and Economic Development and the New Hampshire Insurance Department respectfully submit this twice a year report to retain domestic insurers and recruit foreign insurers to redomesticate in New Hampshire.

EXPLANATION

Since the filing of our last report on January 17, 2013, in accordance with Chapter 277:4, Laws of 2006, the Department of Resources and Economic Development and the New Hampshire Insurance Department have continued to work jointly on marketing the State's lowering of the insurance premium tax to 1.25%. The following companies have redomesticated as of July 17, 2013. There have been no new companies since our last report in January.

- Number of new, out of state companies as of November 09:
 1. John Hancock: 100,000 square feet and 300 new employees (not a redomestication, but a substantial expansion to New Hampshire).
 2. Acadia Insurance: 10,000 square feet and 9 employees
 3. Washington International Insurance Company, 0 employees
 4. Verlan Fire Insurance Company, 0 employees
 5. Colorado Casualty Insurance Company, 0 employees*
 6. Safeco National Insurance Company, 0 employees*
 7. Liberty Personal Insurance Company, 0 employees*
 8. Allied World Reinsurance Company, 0 employees
 9. Golden Eagle Insurance, 0 employees*
 10. Liberty Life, currently in NH with approximately 250 employees
 11. Campmed Casualty & Indemnity Company, Inc. of Maryland, 0 employees
 12. First National Insurance Company of America, 0 employees*
 13. General Insurance Company of America, 0 employees*
 14. Safeco Insurance Company of America, 0 employees*
 15. Safeco Surplus Lines Insurance Company of America, 0 employees*



16. The Midwestern Indemnity Company, 0 employees*
17. Mid-American Fire & Casualty Company, 0 employees*
18. American Fire and Casualty Company, 0 employees*
19. Ohio Security Insurance Company, 0 employees*
20. The Ohio Casualty Insurance Company, 0 employees*

* Liberty Mutual owned companies.

Note that the marketing funds for this project were taken out of the budget as of July 1, 2011, therefore on-going work has been general sales performed by recruitment, but no further proactive marketing has been done on this project.

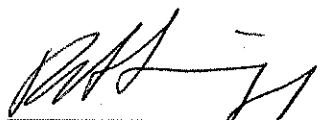
Respectfully submitted,

N.H. Department of Resources
and Economic Development

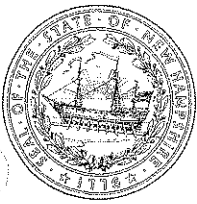
N.H. Insurance Department



Jeffrey J. Rose Commissioner



Roger A. Sevigny, Commissioner



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



August 2, 2013

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 July 2013.

Please contact me with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "JTB", written over a horizontal line.

John T. Beardmore
Commissioner of Revenue

Enclosure

Department of Revenue Administration
 Refund Report for July 2013
 As Required by RSA 21-J:45

	Count	July Refunds Issued	Count	July Current Claims Refunds Pending	Count	July taxpayer requested refund
CORPORATE BPT	193	\$ 1,612,945				
PROPRIETORSHIP BPT	136	\$ 140,409				
PARTNER FID BPT	78	\$ 552,458				
TOTAL BPT	407	\$ 2,305,812			17	\$ 169,519
BPT/BET Refunds Under Audit Review			21	\$ 421,156		
BPT/BET Refunds			292	\$ 1,431,382		
BUSINESS ENTERPRISE	83	\$ 97,497				\$ 2,918
TOTAL BPT & BET	490	\$ 2,403,309				
INTEREST & DIVIDENDS	390	\$ 375,806	997	\$ 807,004	91	\$ 559,303
		Section 1		Section 2		Section 3

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. (When looking at cash flow the actual refund for July will be sent out in a subsequent month.)

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, system generated, or audit findings.

a.) Taxpayer Requested Refunds: These are only refunds initiated by taxpayers received and data entered in the month reported on.

These refunds can be from original or amended returns. Does not necessarily mean they will be granted.

b.) System Generated Refunds: The DRA computer system identifies out of balance accounts and all of those out of balance accounts that favor taxpayers will appear as 'system refunds'. Most of these system generated refunds are resolved without actual refunds being paid. Example: an estimate credited to the wrong year would generate a system tax notice in one year and a system refund in another correctly transferring the estimate. The estimate resolves both the refund and the tax notice.

c.) Refunds as a Result of Audit: Some audits result in refunds because evaluation of taxpayer records subsequent to an audit in July will result in the identification of a legitimate refund.

Section 3 Taxpayer Requested Refunds This Month

These are only refunds initiated by taxpayers received and data entered in the month reported on. These refunds can be from original or amended returns.

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

FIS 13 187

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

August 14, 2013

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

Dear Chair Wallner:

Pursuant to RSA 21-M:5, VI, we submit the attached report of litigation expenditures for the period of July 1, 2012 through June 30, 2013.

If you should have any questions or need clarification, please let me know.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "JAF", written over a horizontal line.

Joseph A. Foster
Attorney General

JAF/
Enc.

#935441

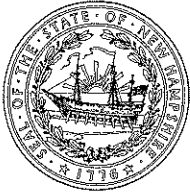
Department of Justice - Litigation Expense by Object Code/Case
July1, 2012-June 30, 2013, 2013

FY 13

Budget amount	\$350,000
RSA 7:12 approved 11-8-12	\$600,000
RSA 7:12 approved 2-1-13	\$850,000
RSA 7:12 approved 6-7-13	<u>\$500,000</u>
Total Available FY 2013	\$2,300,000

<u>Expense Description</u>	<u>Object Code</u>	<u>Amount</u>
Consultants - Litigation	0769	\$168,108
Court Services Comp	0770	\$76,101
Misc.	0771,0772, 0775,0777,0779,0780	\$4,405
Hotel - Litigation	0773	\$1,772
Legal Consultants	0774	\$1,713,062
Postage	0778	\$507
Transport of Things	0782	<u>\$11,093</u>
Total Expended		\$1,975,048

<u>Case Name (over \$3,000 expended)</u>	<u>Bureau</u>	<u>Activity/number</u>	<u>Amount</u>
Morris/Reynolds/Lorillard Tobacco	Consumer	200648912 / 20CP0114	\$71,725
St v Ben Duling	Criminal	200869396	\$5,310
Georgia Tuttle/(JUA)	Civil	200976804	\$57,885
Confidential Personnel matter	Civil	200977929.1	\$16,964
Barry Ellsworth et al v NH Gov	Civil	201190148.1	\$1,488,812
K Frisselle v NHDCYF	Civil	201087928	\$9,523
Leslie Ludke vs. Roger Sevigny	Civil	201191786	\$4,426
Estate of Michele Walker v St	Civil	201193844	\$20,868
McNamara V Brian Schman	Consumer	201194138	\$8,825
St v Robert Lacombe Jr.	Criminal	201192147	\$12,201
St v. Tony Hebert	Criminal	201192252	\$3,924
State v. Mathew Packer	Criminal	201194138	\$6,750
St v Jeffrey Cook	Criminal	201194697	\$5,700
St v Myles Webster	Criminal	201297135	\$7,333
TLT Construction	Transportation	201298074	\$106,569
Hospital Financial Information	Civil	201298793	\$5,460
Steven Spader	Criminal	2012102102	\$12,426
NH DOC v Jeffrey A. Bettez	Civil	201310548	\$14,679
White Mtn Communication	Transportation	201299283	\$10,771
In Re: Liquor Commission	Criminal	101299296	\$10,369
MTBE Litigation	Environmental	38823-001	\$3,408
Executive Compensation Review	Charitable	201086243	\$7,866
Rolfe v State	Criminal	2013102456	<u>\$8,950</u>
Total			\$1,900,744
Cases under \$3,000 total			<u>\$74,304</u>
Total expended Fiscal year 2013			1,975,048



STATE OF NEW HAMPSHIRE

FIS 13 195

DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF MEDICAID BUSINESS AND POLICY

Nicholas A. Toumpas
Commissioner

Kathleen A. Dunn
Associate Commissioner

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9422 1-800-852-3345 Ext. 9422
Fax: 603-271-8431 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

August 23, 2013

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

RE: Medicaid Family Planning Expansion Update

Information

Pursuant to Chapter Law 92, Laws of 2013, the Department of Health and Human Services is providing the Fiscal Committee of the General Court with a status update on the Medicaid Family Planning Expansion (Family Planning Medical Assistance Program).

Explanation

Chapter Law 92, Laws of 2013, requires the Department of Health and Human Services (DHHS) to implement the Medicaid Family Planning Expansion to provide statewide access to quality contraceptive and related reproductive health services for low income individuals that would not otherwise be eligible for Medicaid. The Department originally planned to implement this service via a federal family planning waiver pursuant to RSA 126-A: 4-c. Since 2010, States are allowed to provide family planning services and supplies for the expansion group through a State Plan Amendment. This new optional categorically needy group is established under Sec 1902(a)(10)(A)(ii) of the Social Security Act.

In 2013, the legislature passed SB 194, Chapter law 92, which required DHHS to implement the Medicaid Family Planning Expansion as provided under RSA 126-A: 4-c no later than July 1, 2013 through a State Plan Amendment. SB 194 states that if the traditional claims payment systems are unavailable for implementation within the time frame indicated in the legislation, the Commissioner shall manually process the payment of claims or contract with a third party administrator to ensure timely provider payment capacity and uninterrupted access to eligible recipients. Time constraints made the traditional automated eligibility and claims payment system modifications impossible to implement for July 1, 2013. Therefore, DHHS implemented the Family Planning Expansion on July 1, 2013 through a manual eligibility determination and claims payment process. The manual system was developed by a multi-divisional team, which included Division of Family Assistance (DFA), Division of Client Services (DCS), Division of Public Health (DPH), Office of Medicaid Business and Policy (OMBP), and Office of Business Operations (OBO). DFA and DCS are responsible for the development of policy and

procedures, determining eligibility and processing applications for this new eligibility group. OMBP is responsible for processing the payment of claims that are submitted by the enrolled family planning providers. The Division of Business Operations is responsible for reporting to Centers for Medicare and Medicaid (CMS) in order for DHHS to receive the 90/10 enhanced federal match.


In April 2013 an outreach effort was made to identify external stakeholders that would participate in working with the Department's internal team to assist with provider communication. The Community Action Program (CAP) Belknap/Merrimack County, Lamprey Health Center, and Planned Parenthood of Northern New England represented external stakeholders. The team met every week until the program was implemented. Family Planning Providers were informed of the details of the program through two-training sessions that were mandatory for them to attend. The training was a full day and covered topics such as how to determine recipient eligibility, claims processing, covered services, forms, contact information, and other related materials. Another training is scheduled for August 27th. In July, the State Plan Amendment was submitted to the Centers for Medicare & Medicaid Services to obtain its approval for this new eligibility group.

Currently there are eleven (11) provider agencies participating in the Family Planning Medical Assistance Program. Several of these agencies have multiple locations. Planned Parenthood of Northern New England (PPNNE) has seven (7) sites in New Hampshire and one (1) in Vermont that services NH residents. As of August 8, 2013 there have been 604 applications processed from six (6) family planning agencies. Of the 604 applications, there were 187 applications denied, 148 open and 269 pending. Of the denied applications, the majority was related to failure of the client to provide mandatory documentation. Applications entered into the database still waiting for an eligibility determination are pending until determination is complete. The majority of the applications were from Planned Parenthood of New England with a total of 522 applications.

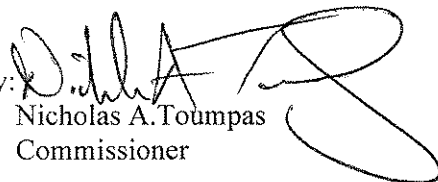
Summary

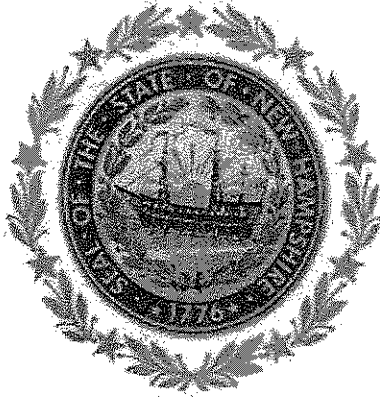
The Family Planning Medical Assistance Program is in its infancy with 45 days of data to report to the fiscal committee. Planned Parenthood of Northern New England is the primary provider participating in this new program. Other providers are slow to implement this manual process. There is a learning curve for the Family Planning providers and DHHS as this is not the traditional method of operating the Medicaid program. A full report of the Family Planning Medical Assistance Program (Medicaid's Family Planning Expansion) is attached for your review.

Respectfully submitted,


Kathleen A. Dunn, MPH
Associate Commissioner
Medicaid Director

Approved by:


Nicholas A. Toumpas
Commissioner



**Department of Health and Human Services
Family Planning Medical Assistance Program**

Medicaid's Family Planning Expansion Program

August 23, 2013

A report prepared by the
Office of Medicaid Business and Policy
New Hampshire Department of Health and Human Services

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1 Introduction

1.1 Purpose

The purpose of this report is to update the legislative fiscal committee on the New Hampshire Family Planning Medical Assistance Program, Medicaid's Family Planning Expansion Program that was mandated by SB 194, Chapter Law 92, Laws of 2013. This legislation requires the Department of Health and Human Services (DHHS) to implement the Medicaid Family Planning Expansion to provide statewide access to quality contraceptive and related reproductive health services for low-income individuals that would not otherwise be eligible for Medicaid.

1.2 Background

Section 2302 of the Affordable Care Act (ACA) established a new Medicaid eligibility group for family planning services and family planning-related services for individuals otherwise ineligible for Medicaid. Originally, DHHS planned to implement this new program via a federal family planning waiver and pursuant to RSA 126-A: 4-c. However, with the enactment of the ACA, States were provided the option to offer this program, under State plan authority, and avoid the more complicated and time-consuming federal waiver process. States that elected the option were mandated to offer to this new eligibility group all family planning services that are currently available under Medicaid, as described in Section 1905(a)(4)(c) of the Social Security Act. Additionally, States were required to include some "family planning related" services. These are certain diagnosis and treatment services and pharmaceutical supplies provided pursuant to a family planning service in a family planning setting. States were given flexibility to decide which family planning related services would be offered. Family planning services receive 90/10 federal matching funds, while family planning related services and supplies are paid at 50/50 federal match.¹

In 2013, the legislature passed SB 194 (Appendix 1), Chapter law 92, which required DHHS to implement the Medicaid Family Planning Expansion as provided under RSA 126-A: 4-c no later than July 1, 2013 through a State Plan Amendment.² Legislation requires that if the traditional claims payment systems are unavailable for implementation within the timeframe identified as July 1, 2013, the Commissioner shall manually process the payment of claims or contract with a third party administrator to ensure timely provider payment capacity and uninterrupted access to eligible recipients. Since time constraints made traditional automated eligibility and claims payment systems impossible

¹ DFA SR 13-30.

to implement for July 1, 2013, a manual application and claims payment process was implemented on July 1, 2013.²

1.3 Program Overview

The Family Planning Medical Assistance program is a program with no age or gender discrimination. The only requirements for eligibility are that women are not pregnant and income does not exceed the income eligibility of 185% Federal Poverty Level (FPL).³ Services and supplies available to this expansion group are limited to family planning services and supplies and some related services in a family planning setting.⁴ Funding for family planning services as defined by CMS is at a 90/10 match. Utilizing the 90/10 match to provide family planning services will allow the State to deploy limited state resources to avoid unintended pregnancies, births, and enrollees that would otherwise be covered by Medicaid. For family planning related services, the federal match is 50/50. In order to implement this program in a short turnaround time, DHHS established a multi-divisional/multi-disciplinary team of subject matter experts to develop and implement the new family planning expansion program, which is called "*Family Planning Medical Assistance Program*." The internal DHHS team includes Division of Family Services (DFA), Division of Client Services (DCS), Division of Public Health (DPH), Office of Medicaid Business and Policy (OMBP), and Office of Business Operations (OBO). External Stakeholders were included to participate in all phases of the plan. Administrative Rules He-W 626 Technical Requirements for the Family Planning Expansion Category of Medical Assistance and He-W 509 Family Planning Expansion Category (FPEC) (Appendix 2) were adopted as of July 1 2013. A multi-user database was designed for efficient process flow between Divisions processing applications, paying claims, and reporting to CMS to claim the 90/10 match.

1.4 Workflow

DFA and DCS determine eligibility for recipients of this program. The Division created and/or revised several application related forms to support this program (Appendix 3). The Children's Medicaid Unit (CMU), which is part of DCS, receives all applications from the family planning providers participating in the program through e-mail, fax, or postal mail. Family Services Specialists process applications and enter them into the database. Presumptive Eligibility is available for clients if they need it. Presumptive eligibility allows qualified entities (QE) to make presumptive eligibility decisions for Family Planning medical assistance. Presumptive eligibility is a process by which a qualified entity acts on behalf of DHHS and makes an initial eligibility determination for Family Planning medical assistance using verifications collected from the applicant at the time of the medical appointment. Presumptive Eligibility guarantees payment for

² Chapter 92, HB 194-FN Session 2013.

³ <http://www.familiesusa.org/resources/tools-for-advocates/guides/federal-poverty-guidelines.html>

⁴ Centers for Medicare and Medicaid Services, Family Planning Services Option, July 2, 2010.

covered services for a 10-day period. Within that 10-day period, the provider must submit all required client documentation to DHHS to confirm or deny final eligibility.

OMBP is responsible for processing and requesting payment for claims that are submitted by the family planning providers. It was determined that the all family planning claims would be submitted on a CMS 1500 claim form. A provider-billing manual was developed and distributed to providers during training that took place in June 2013. The billing manual includes a table that lists all covered services and supplies by procedure and diagnosis codes.⁵ The Family Planning Provider Billing Manual was distributed during provider training that took place in June 2013.

2 External Stakeholder Involvement

In April 2013, an outreach effort identified external stakeholders that would participate in working with the Department's internal team to assist with provider communication for the family planning expansion program. The Community Action Program (CAP) Belknap/Merrimack County, Lamprey Health Center, and Planned Parenthood of Northern New England represented external stakeholders. The team met weekly until the program was implemented.

3 Provider Participation

Currently there are eleven (11) provider agencies participating in the Family Planning Medical Assistance Program. Several of these agencies have multiple locations. Planned Parenthood of Northern New England (PPNNE) has seven (7) sites in New Hampshire and one (1) in Vermont that serve NH residents (Appendix 4).

Family Planning providers must ensure that application assistors at their facilities are trained by DHHS to process applications and claim forms manually. All Family Planning Service Providers participating in this program must be enrolled as a Medicaid provider in order to receive payment. They must also have a retail drug distribution license and be a Public Health Clinic to be able to dispense contraceptives and/or other prescribed drugs. Since this is a manual process and recipients are not eligible for traditional Medicaid, recipients will not have a Medicaid card to bring to a pharmacy to fill prescriptions.

4 Provider Communication and Training

DHHS has communicated with the family planning providers participating in this program throughout each phase of program implementation. External stakeholder representatives are responsible for sharing information with their provider community to ensure that all-important elements of the manual process are shared. Training has been coordinated through the Division of Public Health. Training was conducted on June 24th

⁵ <http://www.dhhs.nh.gov/dfa/presumptive/documents/fp-benefit-prov-manual.pdf>

and June 28th to distribute guidance and technical assistance on eligibility and billing procedures. This guidance was posted to the DHHS website along with published flyers for program recipients explaining the covered and non-covered services in English, Spanish, and French. The training was a full day and covered topics such as how to determine recipient eligibility, claims processing, covered services, forms, contact information, and other related materials. Another training is scheduled for August 27th, as some providers did not attend either of the two already conducted. Training materials were distributed at the training and made available on the DHHS website.

5 Utilization of the Family Planning Medical Assistance Program

5.1 Eligibility/Applications

As of August 8, 2013 there have been 604 applications processed at the CMU from six (6) Family Planning agencies. Of the 604 applications, there were 187 applications denied, 148 opened and 269 pending. See Figure 1. Of the denied applications, the majority are related to failure of the client to provide mandatory documentation. Applications entered into the database still waiting for an eligibility determination are pending until determination is complete. The majority of the applications are from Planned Parenthood of Northern New England with a total of 522 applications. See Figure 2 for a breakdown of applications by Planned Parenthood of Northern New England location.

Figure 1. Eligibility/Application Status by Provider

Family Planning Provider Sites	Applications Submitted	Denied	Open	Pending
CAP Belknap/Merrimack Valley	75	23	21	31
Child Health Services	1	1	0	0
Indian Stream Health Center	4	2	2	0
Joan G Lovering Health Center	3	0	1	2
PPNNE Brattleboro	5	2	0	3
PPNNE Claremont	42	11	15	16
PPNNE Derry	114	36	32	46
PPNNE Exeter	74	30	18	26
PPNNE Keene	59	13	18	28
PPNNE Manchester	182	59	32	91
PPNNE West Lebanon	41	9	8	24
White Mountain Community	1	0	0	1
None	3	1	1	1
Total	604	187	148	269

5.2 Family Planning Claims

CMS 1500 claim forms are processed in OMBP finance with one staff person entering claims into the database and another arranging for payment to providers. As of August 15, 2013 there have been 225 claims processed. Of those claims, 10 were submitted from

CAP Belknap/Merrimack Valley and 215 from Planned Parenthood of Northern New England. Payments to family planning providers to date are \$26,858.51 (Figure 2). The FMAP for family planning services is 90/10. The FMAP for family planning related services is 50/50. Procedure codes that will be paid as part of this program have been categorized by the Federal match. Procedure codes for related services are group as Category 1. These codes are eligible for a 50/50 match and will be paid only if the visit is for family planning purposes with the appropriate diagnosis code. Category 2 procedure codes are also only reimbursed if related to a family planning diagnosis code and Category 3 are always considered family planning and always reimbursed and matched at 90/10. Figure 2 is a summary of payments to providers by Category 1, 2, and 3 codes from July 1, 2013 to August 15, 2013 (Figure 3).

Figure 2. Total Claims and Amounts Paid by Providers

Provider Name	Number of Claims	Total Amount Paid
CAP Belknap/Merrimack County	10	\$1,296.49
Planned Parenthood NNE Exeter	34	\$3,644.60
Planned Parenthood NNE Claremont	22	\$1,977.10
Planned Parenthood NNE Derry	58	\$5,953.59
Planned Parenthood NNE Brattleboro, VT	3	\$152.52
Planned Parenthood NNE Keene	23	\$1,590.22
Planned Parenthood NNE West Lebanon	11	\$2,802.72
Planned Parenthood NNE Manchester	64	\$8,858.51
Totals	225	\$26,858.51

Figure 3. Summary of Total Funds Paid by Category

Provider Name	Category 1	Category 2	Category 3
CAP Belknap/Merrimack County	\$31.50	\$205.32	\$1,059.67
Planned Parenthood NNE Exeter	\$346.50	\$2,734.59	\$5,777.42
Planned Parenthood NNE Claremont		\$431.50	\$2,371.12
Planned Parenthood NNE Derry	\$315.34	\$976.88	\$298.00
Planned Parenthood NNE Brattleboro, VT		\$113.52	\$39.00
Planned Parenthood NNE Keene	\$220.50	\$2,458.74	\$3,274.35
Planned Parenthood NNE West Lebanon	\$70.50	\$928.85	\$977.75
Planned Parenthood NNE Manchester	\$197.50	\$1,348.45	\$2,098.65
General Fund Totals	\$590.92	\$919.78	\$1,589.60
Federal Fund Totals	\$590.92	\$8,278.07	\$14,306.36
Total Funds	\$1,181.84	\$9,197.85	\$26,707.06

6 Quality Oversight

DCS created an excel spreadsheet sorted by family planning provider, which is used to troubleshoot issues with applications and identify areas where further communication and/or training is needed. Presumptive Eligibility (PE) is allowed under this program with 95% of all applications requesting PE. DCS tracks PE applications to determine if providers are accurately screening applicants. The DCS supervisor will complete case reviews on all applications until Family Service Specialist are fully trained. Applicant information and claims detail information for recipients is entered into the multi-user database. This database allows OMBP to verify eligibility of a recipient before a claim is approved for payment. Claims that are incomplete or incorrectly completed are returned to the provider and providers are contacted to discuss any issues with the completion of the claim. DCS and OMBP work closely together to make sure that DCS and OMBP applications and claims reconcile. DCS and OMBP have the ability to run report queries in the database to complete quality reviews and continues oversight for this program.

7 Projections

SB 194 Fiscal Note states that based on fiscal year 2012 date, the Department calculated an average annual cost of \$287 per client for family planning services. The department assumed an additional 1,300 individuals would be eligible for services under the expansion. It is too early to say whether projections are accurate due to pent up demand.

8 Conclusion

The Family Planning Medical Assistance Program is in its infancy with 45 days of data to report to the fiscal committee. Planned Parenthood of Northern New England is the primary provider participating in this new program. Other providers are slow to implement this manual process. There have been challenges with implementing a manual workaround including a learning curve for providers and DHHS staff, as this is not the traditional method of operating for a program expansion with a high volume of recipients. The next report to the fiscal committee is in July 2014.

Appendices

Appendix 1

CHAPTER 92

SB 194-FN – FINAL VERSION

2013 SESSION

13-1008

01/10

SENATE BILL *194-FN*

AN ACT requiring the department of health and human services to implement the Medicaid family planning expansion.

SPONSORS: Sen. Odell, Dist 8; Sen. Stiles, Dist 24; Sen. Gilmour, Dist 12; Rep. Nordgren, Graf 12; Rep. Harding, Graf 13; Rep. Emerson, Ches 11; Rep. Kurk, Hills 2

COMMITTEE: Health, Education and Human Services

ANALYSIS

This bill requires the department of health and human services to implement the Medicaid family planning expansion as provided under RSA 126-A:4-c.

Explanation: Matter added to current law appears in *bold italics*.

Matter removed from current law appears [~~in brackets and struck through~~].

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

13-1008

01/10

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Thirteen

AN ACT requiring the department of health and human services to implement the Medicaid family planning expansion.

Be it Enacted by the Senate and House of Representatives in General Court convened:

92:1 New Paragraph; Commissioner's Duties; Family Planning Waiver.
Amend RSA 126-A:5 by inserting after paragraph XXI the following new paragraph:

XXII. The commissioner shall fully implement expanded coverage of Medicaid family planning services as required by RSA 126-A:4-c no later than July 1, 2013. At the time of implementation, the state's Medicaid plan shall be amended to enable the state to accept federal matching funds. As provided in RSA 126-A:4-c, the department shall ensure that the state realizes the 90 percent federal Medicaid match available for the family planning services. If the traditional claims payment systems are unavailable for implementation within the time frame indicated in this paragraph, the commissioner shall manually process the payment of claims or contract with a third party administrator to ensure timely provider payment capacity and uninterrupted access to eligible recipients. At least 30 days in advance of program implementation, the commissioner shall conduct an outreach effort to all participating Medicaid family planning providers to distribute guidance and technical assistance regarding patient enrollment procedures, eligibility criteria, and covered medical services and supplies. Within 60 days after program implementation as required under this paragraph and annually thereafter, the commissioner shall make a report relative to the Medicaid family planning services program to the joint legislative fiscal committee.

92:2 Effective Date. This act shall take effect upon its passage.

Approved: June 20, 2013

Effective Date: June 20, 2013

Appendix 2

Adopt He-W 626 to read as follows:

PART He-W 626 TECHNICAL REQUIREMENTS FOR THE FAMILY PLANNING EXPANSION CATEGORY (FPEC) OF MEDICAL ASSISTANCE

He-W 626.01 Purpose. The purpose of the Family Planning Expansion Category (FPEC) of medical assistance is to offer family planning and family planning-related services and supplies, pursuant to He-W 509, to needy individuals who are ineligible for other Medicaid programs and meet the eligibility requirements set forth in this part.

He-W 626.02 Family Planning Expansion Category (FPEC).

(a) All general, categorical, technical, and financial factors related to the determination of categorically-needy medical assistance shall apply to applicants and recipients of FPEC, except as specified otherwise in He-W 626.

(b) Individuals shall be eligible for FPEC medical assistance, pursuant to 42 USC 1396a(a)(10)(A)(ii)(XXI), as amended, when the individual:

- (1) Applies for medical assistance, as defined in He-W 601.17;
- (2) Is not pregnant;
- (3) Is not eligible for any other category of financial or medical assistance offered by the department; and
- (4) Has net income that does not exceed the income limit described in He-W 641.06(b).

(c) FPEC applicants and recipients shall not be subject to the maximum resource limits for medical assistance.

(d) Redeterminations of eligibility for FPEC shall be scheduled pursuant to He-W 684.02(c).

(e) Pursuant to 42 USC 1396a(d)(ii)(3), as amended, each FPEC applicant and recipient shall be considered to be:

- (1) A budgetary unit of 1; and
- (2) A household of 2.

(f) When applying the criteria described in (e)(1) above, the Department shall:

- (1) Count only the income of the FPEC applicant or recipient;
- (2) Not deem income from spouse to spouse or parent to child; and
- (3) Allow the following verified deductions or disregards to be subtracted from the budgetary unit's gross income when determining financial eligibility for FPEC:

a. A \$90 employment expense deduction, pursuant to He-W 641.02(b)(2);

b. The shelter payment allowance for unsubsidized housing, pursuant to He-W 658.02(e)(2); and

c. Other allowable deductions, pursuant to He-W 654.14, He-W 654.19, and He-W 654.20.

(g) Eligible individuals who choose not to receive FPEC, or the eligible individual's authorized representative, shall notify the department of this decision by providing the department with the following written information terminating FPEC services:

- (1) The casehead's printed name;
- (2) The name of the person for whom the casehead is requesting the termination of FPEC assistance;
- (3) The case number, recipient identification number (RID), or medical identification number (MID) assigned to the case; and
- (4) The casehead's signature.

(h) The date the department receives the completed information described in (g) above, shall be the individual's FPEC eligibility end date.

He-W 626.03 Presumptive Eligibility (PE) for FPEC.

(a) A qualified entity as defined in He-W 520.01(h) shall determine an individual presumptively eligible for FPEC for the PE period described in (d) below, if the individual meets the criteria in He-W 626.02(b)(2) and (b)(4).

(b) The qualified entity shall consider a verbal statement from the individual to be sufficient documentation for the criteria described in (a) above.

(c) Within 5 business days of making the FPEC PE determination, the qualified entity shall provide the department with the following information:

- (1) The complete name, address, and date of birth of the individual for whom the FPEC PE determination was made; and
- (2) The date the PE determination was made.

(d) The FPEC PE period shall:

- (1) Begin on the date the qualified entity determines PE pursuant to (a) above; and
- (2) End on the earlier of the following dates:

a. The last day of the month following the month in which the individual was determined presumptively eligible; or

b. The day on which the department determines the individual's eligibility for FPEC pursuant to He-W 626.02.

(e) Once an individual has been determined presumptively eligible for FPEC pursuant to (a) above, that individual shall not be allowed another PE determination except as described in (f) below.

(f) An individual shall be allowed to have another PE determination pursuant to (a) above, if the individual:

- (1) Was determined FPEC-eligible by the department pursuant to He-W 626.02;
- (2) Received FPEC after the PE period ended; and
- (3) Then subsequently became ineligible for FPEC.

Adopt He-W 509, to read as follows:

PART He-W 509 FAMILY PLANNING EXPANSION CATEGORY (FPEC)

He-W 509.01 Purpose. The purpose of this part is to describe the family planning and family planning related services and supplies available to individuals who are determined eligible, in accordance with He-W 626, for this expanded Title XIX eligibility category. In accordance with Section 1902(a)(10)(A)(ii) of the Social Security Act [42 U.S.C. 1396a(a)(10)(A)(ii)], FPEC recipients shall not be eligible for any other Title XIX programs or services, except as provided for in this part.

He-W 509.02 Definitions.

(a) "Department" means the New Hampshire department of health and human services.

(b) "Family planning expansion category" means a category of recipients who meet the technical eligibility requirements established by the department for the family planning services and/or family planning related services specified in this rule, but who are not eligible for any other Title XIX services not specified in He-W 509.

(c) "Family planning-related services" means certain medical diagnosis and treatment services and pharmaceutical supplies that are provided pursuant to a family planning service in a family planning setting and that do not receive an enhanced rate of 90% federal match.

(d) "Family planning services" means family planning services and supplies described in section 1905(a)(4)(c) of the Social Security Act (42 U.S.C. 1396d(a)(4)(c)), including medical services, medical procedures, and pharmaceutical supplies and devices provided by or under the supervision of a physician or other health professional that allow an individual to prevent or delay pregnancy or to otherwise control family size, and which receive an enhanced match rate of 90% federal match.

(e) "Hysterectomy" means a surgical procedure for the purpose of removing the uterus.

(f) "Institutionalized individual" means "institutionalized individual" as defined in 42 CFR 441.251.

(g) "Mentally incompetent individual" means "mentally incompetent individual" as defined in 42 CFR 441.251.

(h) "Sterilization" means any medical procedure, treatment or surgical procedure which is intended to render an individual permanently incapable of reproducing.

(i) "Title XIX program" means the joint federal-state program described in Title XIX of the Social Security Act.

He-W 509.03 Eligibility.

(a) Individuals shall be eligible for family planning services and family planning related services, as described in (b) and (c) below respectively, and in accordance with He-W 509 if the individual meets the division of family assistance eligibility requirements specified in He-W 626; and

(1) Once determined eligible in accordance with (a) above, the FPEC recipient has reached reproductive maturity; and

(2) If female, is not known to be pregnant.

(b) Acceptance of any family planning services shall be voluntary on the part of the individual.

(c) FPEC recipients shall not be considered to be Title XIX recipients for the purposes of receipt of services other than those as described in He-W 509.

He-W 509.04 Provider Participation. All participating family planning providers shall be:

(a) Licensed by the state in which s/he practices or be a NH certified midwife; and

(b) A New Hampshire enrolled Title XIX provider.

He-W 509.05 Service Limits. Family planning services and family planning related services for FPEC recipients shall be subject to the limits described in He-W 530.

He-W 509.06 Covered Services.

(a) The services in (b) and (c) below shall be covered as family planning services and family planning related services only if the services, supplies and procedures are clearly provided or performed for family planning purposes.

(b) The following services shall be covered as family planning services:

- (1) Those physician services in accordance with He-W 531, certified midwife services in accordance with He-W 538, and advanced registered nurse practitioner services in accordance with He-W 534, provided for family planning purposes;
- (2) Contraceptive devices or drugs, both prescription and non-prescription, in accordance with He-W 570;
- (3) Pregnancy tests and screening for sexually transmitted diseases only when performed routinely as part of an initial, regular, or follow-up family planning visit; and
- (4) Sterilization, in accordance with 42 CFR 441.253 and 42 CFR 441.254, as follows:

a. The FPEC recipient shall be at least 21 years old at the time consent is obtained;

b. The FPEC recipient shall not be a mentally incompetent individual;

c. The FPEC recipient shall not be an institutionalized individual;

d. The FPEC recipient shall voluntarily give informed consent in accordance with the requirements at 42 CFR 441.257 through 42 CFR 441.258;

e. The provider shall submit a sterilization consent form meeting the requirements of 42 CFR 441, Subpart F, to the department prior to the department's payment for the sterilization claim;

f. At least 30 days, but not more than 180 days, shall have passed between the date of informed consent and the date of sterilization, with the exception of cases of premature delivery or emergency abdominal surgery as described in g. below;

g. A FPEC recipient may consent to be sterilized at the time of an emergency abdominal surgery if at least 72 hours have passed since he or she gave informed consent for the sterilization; and

h. Treatment of surgical or anesthesia-related complications resulting from or during a covered sterilization procedure shall be covered; and

(5) Family planning-related services that were provided as part of, or as follow-up to, a family planning visit in which a sterilization procedure took place.

(c) The following services shall be covered as family planning related services:

(1) Services to treat adverse reactions to, or medical complications of, family planning procedures, services, treatments or therapies including, but not limited to:

a. Treatment of perforated uterus due to an intrauterine device insertion; and

b. Treatment of severe menstrual bleeding caused by Depo-Provera injection;

(2) Drugs, in accordance with the following:

a. Drugs shall be for the treatment of sexually transmitted diseases (STDs), except for HIV/AIDS and hepatitis, when the STD is identified or diagnosed during a routine or periodic family planning visit; and

b. Title XIX providers shall comply with the provisions of He-W 570 regarding pharmaceutical services when prescribing or dispensing drugs covered in (a) above;

(3) A follow-up visit after prescribing drugs for the treatment of an STD, including a re-screen for the STD;

(4) Drugs and other treatment for lower genital tract and genital skin infections/disorders, and urinary tract infections, when the infection/disorder is identified/diagnosed during a routine/periodic family planning visit;

(5) A follow-up visit for drugs and other treatment of the lower genital tract and genital skin infections or disorders where the infections or disorder is identified during a family planning visit; and

(6) Vaccinations to prevent cervical cancer that are routinely provided pursuant to a family planning service in a family planning setting.

He-W 509.07 Non-Covered Services. The following services shall not be covered as family planning or family planning related services:

(a) Sterilizations which do not meet the requirements of He-W 509.06(b)(4) above;

(b) Hysterectomies;

- (c) Abortions;
- (d) Medical, surgical, or pharmaceutical treatment for the purpose of enhancing, promoting or restoring fertility;
- (e) Diagnostic examination of the cervix or vagina by means of a special microscope, colposcopy, biopsy or cryotherapy of the cervix or vagina; and
- (f) Any medical service, procedure, or pharmaceutical supply or device provided to a FPEC recipient who is known to be pregnant.

He-W 509.08 Transportation.

- (a) FPEC recipients shall be ensured assistance with locating or being reimbursed for transportation to Title XIX providers in order to access necessary family planning and family planning related services described in He-W 509.
- (b) FPEC recipients who wish to be reimbursed for transportation shall:
 - (1) Enroll in the transportation provider system in accordance with He-W 574.10 (b) – (e); and
 - (2) Be known as a recipient driver only for enrollment and payment purposes.
- (c) FPEC recipients shall only be reimbursed for transportation under the following circumstances:
 - (1) Transportation shall be to in-state or border Title XIX enrolled providers, except as described in (2) below;
 - (2) Transportation to out of area providers shall be authorized in advance in accordance with He-W 574.08;
 - (3) There is no transportation available free of charge or payable by any other agency;
 - (4) Only one trip per day, whether one-way or round trip, shall be covered;
 - (5) Only the actual number of miles driven from the individual's residence to the Title XIX provider and return to individual's residence shall be reimbursed; and
 - (6) Transportation shall be to the nearest available provider of the necessary covered family planning services or family planning related services via the shortest, most economical route, as described in He-W 574.14(b).
- (d) FPEC recipients shall submit transportation claims in accordance with He-W 574.06.

(e) The above transportation claims shall be paid in accordance with He-W 574.07.

(f) The provisions of He-W 574.12 and He-W 574.14 regarding hearings and utilization review and control shall apply to FPEC recipients.

(g) FPEC recipients who request transportation assistance via wheelchair van in order to access family planning services or family planning related services shall qualify for wheelchair van transportation if they meet the requirements in He-W 573.02(a)(1) and (2), except that eligibility as an FPEC recipient shall be substituted for the requirements in He-W 573.02(a) to be a Title XIX recipient.

(h) FPEC recipients utilizing wheelchair van transportation shall be subject to the provisions of He-W 573.04, He-W 573.10, He-W 573.11 and He-W 573.12 regarding service limits, prior authorization to exceed service limits, utilization review and control and third party liability.

(i) FPEC recipient shall utilize Title XIX enrolled wheelchair van providers who meet the requirements of He-W 573.

(j) FPEC recipients shall be eligible to be transported by volunteer drivers in accordance with He-W 574 only for the purpose of accessing family planning services or family planning related services.

He-W 509.09 Co-Payments. Co-payments for family planning pharmaceutical products shall not be required.

He-W 509.10 Utilization Review and Control. The department's surveillance and utilization review of subsystems unit (SURS) shall monitor utilization of family planning services in accordance with 42 CFR 455 and 42 CFR 456.

He-W 509.11 Third Party Liability. All third party obligations shall be exhausted before Title XIX shall be billed, in accordance with 42 CFR 433.139.

He-W 509.12 Payment for Services.

(a) Rates of payment for family planning and family planning related services shall be established by the department in accordance with RSA 161:4, VI(a).

(b) The provider shall submit claims for payment to the department's fiscal agent.

(c) The provider shall maintain supporting records, in accordance with He-W 520.

**Cross-Reference Table for He-W PART 626,
Technical Requirements for the Family Planning Expansion Category (FPEC) of Medical
Assistance**

<u>Rule Number</u>	2.1 Section Title 2.2	2.1.1.1 <u>RSA/Federal Citation</u>
He-W 626.01	2.3 Purpose	2.3.1.1.1 Section 1902(a)(10)(A)(ii) of the Social Security Act [42 U.S.C. 1396a(a)(10)(A)(ii)] 2.3.1.1.2 RSA 126-A:4-c 2.3.1.1.3
He-W 626.02	2.4 Family Planning Expansion Category (FPEC)	2.4.1.1.1 Section 1902(a)(10)(A)(ii) of the Social Security Act [42 U.S.C. 1396a(a)(10)(A)(ii)] 2.4.1.1.2 RSA 126-A:4-c 2.4.1.1.3
He-W 626.03	2.5 Presumptive Eligibility for FPEC	2.5.1.1.1 Section 1902(a)(10)(A)(ii) of the Social Security Act [42 U.S.C. 1396a(a)(10)(A)(ii)] 2.5.1.1.2 RSA 126-A:4-c 2.5.1.1.3

Appendix 3

To support the Family Planning Medical Assistance Program the following forms were created or revised by DFA:

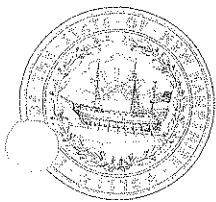
- DFA Form 800FP, Application for Family Planning Medical Assistance, and its associate instructions;
- DFA Form 806, Notice of Presumptive Eligibility Decision for Family Planning Medical Assistance, and its associated instructions;
- DFA Form 808FP, Information Necessary to Support Your Family Planning Medical Assistance Application, and its associated instructions; and
- DFA Form 809, Certification of Medicaid Eligibility for Family Planning Medical Assistant, and its Associated instruction.

Appendix 4

Family Planning Medical Assistance Program

Provider Name	Address
2.6 Title X Providers	
Ammonoosuc Community Health Services	25 Mount Eustis Rd, Littleton 79 Swiftwater Road, Ste 3, Woodsville Mt. Mooselauke Main St, Warren 30 Kings Square, Whitefield 155 Main St, Franconia
CAP Belknap/Merrimack County	121 Belmont Rd, Laconia Mountainside Business Center 127 Route 28, Ossipee
Concord Hospital –FP Program	250 Pleasant St Concord 462 West Main St, Hillsboro
Coos County Family Health Services, Inc	54 Willow St, Berlin
Goodwin Community Health	311 Route 108, Somersworth
Indian Stream Health Center	141 Corliss Lane, Colebrook
Lamprey Health Care	22 Prospect St, Nashua
Child Health Services	1245 Elm St Manchester
Weeks Medical Center	8 Clover Lane, Whitefield 173 Middle St Lancaster 12 Church St, Groveton 43 Main St. N. Stratford
White Mountain Community Health Center	298 White Mt Highway, Conway
Planned Parenthood of Northern New England	89 South Main St, W. Lebanon 135 Pleasant St, Claremont 8 Middle St. Keene 4 Birch St. Derry

	24 Pennacook St, Manchester
	108 High St, Exeter
2.7 Health Centers	
Manchester Community Health Center	145 Hollis St. Manchester
Concord Feminist Health Center	38 South Main St, Concord
Joan G. Lovering Health Center	559 Portsmouth Ave Greenland



State of New Hampshire

FIS 13 196

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

August 20, 2013

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

Informational

Pursuant to Chapter 144:32, Laws of 2013, Cost Containment Plan for Retiree Health Care Program, the Department of Administrative Services (DAS) presents this report on the funding plan for the Retiree Health Care Program for the period of July 1, 2013 through June 30, 2015.

Explanation

Pursuant to Chapter 144:32 (HB2), section 32, Laws of 2013, the Commissioner of the DAS "shall develop a comprehensive and cohesive plan outlining cost containment options and managed care techniques available through the underlying insurer and other managed care vendors to generate additional savings for the state of New Hampshire retiree health care program." The DAS Commissioner is required to develop the plan no later than September 15, 2013 and submit the plan to the fiscal committee.

Since passage of the FY 14/15 budget and HB 2, DAS has been analyzing the Retiree Health Care budget to determine the adequacy of funding. DAS began this process by reviewing the funding for retiree health care in the budget and comparing that funding to the amount of funding DAS needs to provide retiree health care (Maintenance):

	FY 14	FY 15
Budget	\$68,408,248	\$69,490,368
Maintenance	<u>\$68,080,392</u>	<u>\$73,553,660</u>
Surplus/ (Deficit)	\$327,856	(\$4,063,292)

DAS then analyzed this projected FY 14 surplus and FY 15 deficit in light of other funding, including Retiree Health Plan savings, that could be used to address the overall shortfall. Chief among the funding sources is the requirement in HB 2, section 65, that the Community College System of the New Hampshire "remit to the state the sum of \$957,295 for

the fiscal year ending June 30, 2014 and the sum of \$1,048,862 for the fiscal year ending June 30, 2015 for retiree health care benefits." To these sums, DAS added savings that it anticipates it will realize through the procurement of a contract for Pharmacy Benefit Management Services that will be before the Governor and Council for approval in September 2013. Finally, DAS also took into account the savings that it anticipates it will receive if it implements on January 1, 2015 an Employer Group Waiver Program (EGWP) for retirees over 65 years of age.

	FY 14	FY 15
Budget	\$68,408,248	\$69,490,368
Maintenance	<u>\$68,080,392</u>	<u>\$73,553,660</u>
	\$327,856	(\$4,063,292)
CCSNH Revenue	\$957,295	\$1,048,862
Procurement Savings	\$325,000	\$650,000
EGWP Savings		<u>\$500,000</u>
Surplus (Deficit)	\$1,610,151	(\$1,864,430)

In sum, DAS determined that it can cover the 2015 deficit with surplus funds for retiree health in the Fund 60 account that is a dedicated service fund for active and retiree health care. Accordingly, DAS does not need to make plan design changes at this time to meet the health care needs of the state retirees and their dependents. Should DAS experience retiree health care costs that are materially different from the plan presented herein, whether because of higher retiree enrollment, working rates (premiums) or medical costs, then it will return to the Fiscal Committee with a revised spending plan.

Respectfully Submitted,



Linda M. Hodgdon
Commissioner

State of New Hampshire
 AU29030000- FINAL Retiree Health Budget FY14/15 Analysis
 8/20/2013

	CURRENT			FY14/15 BUDGET			
				Maintenance (revised to reflect current enrollment projections)		97%/100% Budget	
	FY12 (actual)	FY13 (adjusted auth.)	FY13 Actual	FY14	FY15	FY14	FY15*
Consultant	\$215,714	\$217,529	\$107,428	\$0	\$0	\$0	\$0
Prescription Drug	\$28,479,398	\$30,119,295	\$27,229,444	\$0	\$0	\$0	\$0
Medical Payments	\$35,995,739	\$37,145,428	\$36,169,173	\$0	\$0	\$0	\$0
Contracts for Program Services	\$4,698,889	\$4,826,470	\$3,703,552	\$0	\$0	\$0	\$0
Transfers to Other Co. w/ in Agency	\$0	\$0		\$68,080,392	\$73,553,660	\$68,408,248	\$69,490,368
Total Expense	\$69,389,740	\$72,308,722	\$67,209,597	\$68,080,392	\$73,553,660	\$68,408,248	\$69,490,368
Ret Health Transfer (Self-Funded Agencies)	\$15,656,353	\$18,226,399	\$15,174,378	\$16,328,537	\$18,880,672	\$17,679,607	\$18,226,399
Misc Income (NHRS subsidy)	\$14,315,794	\$13,515,455	\$12,418,511	\$11,600,947	\$11,013,947	\$11,600,947	\$11,013,947
Other Income	\$5,610,964	\$5,577,714	\$5,399,784	\$5,401,230	\$5,815,187	\$5,682,215	\$5,798,868
General Fund	\$33,806,629	\$34,989,154	\$34,216,923	\$34,749,677	\$37,843,855	\$33,445,479	\$34,451,154
Total Revenue	\$69,389,740	\$72,308,722	\$67,209,596	\$68,080,392	\$73,553,660	\$68,408,248	\$69,490,368
Reduction amount (total funds)						-\$327,856	\$4,063,292

	Actual Rates		Budget Rates	
	CY2012	CY2013	FY14	FY15
Retiree U65				
Employee	\$ 884.50	\$ 873.96	\$ 899.54	\$ 957.01
Employee + 1	\$ 1,771.91	\$ 1,747.92	\$ 1,799.08	\$ 1,914.02
Family	\$ 2,393.79	\$ 2,365.26	\$ 2,434.49	\$ 2,590.02
Retiree O65	\$ 337.13	\$ 323.91	\$ 332.27	\$ 354.14

	Actual	Actual*	Projected Enrollment*	
	FY12	FY13	FY14	FY15
Retiree U65**				
Employee	1,555	1,527	1,527	1,527
Employee + 1	918	821	821	821
Family	27	25	25	25
Retiree O65***	7,820	8,070	8,312	8,561
Total	10,320	10,443	10,685	10,934

*Does not include Legislators & Specials - they pay 100% included in other income
 ** Under 65 Retiree assumed level enrollment
 *** Over 65 Retiree assumed a 3% increase in enrollment

Age Distribution of Retirees				
Age	Under 65 Plan		Over 65 Plan	
	Count	%	Count	%
0-50	143	6.03%	20	0.25%
51-55	219	9.23%	38	0.47%
56-60	493	20.78%	127	1.57%
61	203	8.55%	54	0.67%
62	252	10.62%	75	0.93%
63	286	12.05%	77	0.95%
64	289	12.18%	126	1.56%
65-66	222	9.36%	964	11.95%
67-70	162	6.83%	1,753	21.72%
71-75	73	3.08%	1,641	20.33%
76-80	24	1.01%	1,302	16.13%
81-85	6	0.25%	985	12.21%
86-90	1	0.04%	613	7.60%
91-95	0	0.00%	234	2.90%
96-100	0	0.00%	50	0.62%
101-105	0	0.00%	11	0.14%
	2,373		8,070	

Source: NHRS June 3013 excel file (does not include Specials and Legislators)

FY14/15 Maintenance I il

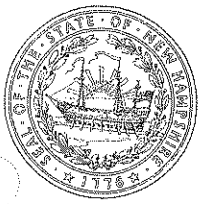
PLAN	Enrollment			FY14*			FY15*		
	Jun-13	Estimated	Estimated FY15	Monthly Rate	Yearly Rate	Estimated	Monthly Rate	Yearly Rate	Estimated
Retirees Under									
Retiree Only OR Spouse Only	1,527	1,527	1,527	\$899.54	\$10,794.48	\$16,483,171	\$957.01	\$11,484.12	\$17,536,251
Retiree & Spouse Plan or Retiree/Spouse & One Dependant Plan	821	821	821	\$1,799.08	\$21,588.96	\$17,724,536	\$1,914.02	\$22,968.24	\$18,856,925
Retiree/Spouse & Dependants Plan or Retiree & Spouse and Dependants Plan	25	25	25	\$2,434.49	\$29,213.88	\$730,347	\$2,590.02	\$31,080.24	\$777,006
Retirees Over	8,070	8,312	8,561	\$332.27	\$3,987.24	\$33,142,338	\$354.14	\$4,249.68	\$36,383,478
Maintenance Total						\$68,080,392			\$73,553,660

Other Funding Sources		
	FY14	FY15
FY 14/15 Budget Surplus/(Deficit)	\$327,856.28	(\$4,063,292.36)
CCSNH Retiree Revenue	\$957,295.00	\$1,048,862.00
Procurement Savings	\$325,000.00	\$650,000.00
EGWP Savings		\$500,000.00
Total Budget Surplus/(Deficit)	\$1,610,151.28	(\$1,864,430.36)

Other Funding Sources
CCSNH - HB2, section 65 - The CCSNH revenue will be additional retiree health revenue in the Budgeted AU 2903. It will increase the Retiree Health Transfer revenue in the Budget.
Procurement Savings - Assumes \$3.9M savings over the contract period of 1/1/14-12/31/16.
EGWP - Assumes \$1M in CY15. If implemented, EGWP starts 1/1/15.
Retiree Surplus - The Retiree Surplus is the remaining surplus, after all payables and receivables and reserves.

Chapter 144
HB-2-FN-A-LOCAL-FINAL VERSION

144:32 Cost Containment Plan for Retire Health Care Program. The commissioner of the department of administrative services shall develop a comprehensive and cohesive plan outlining cost containment options and managed care techniques available through the underlying insurer and other managed care vendors to generate additional savings for the state of New Hampshire retiree health program. The cost containment plan shall be developed no later than September 15, 2013 and the commissioner of the department of administrative services shall make a report to the fiscal committee of the general court.



State of New Hampshire

FIS 13 197

DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
25 Capitol Street – Room 120
Concord, New Hampshire 03301

LINDA M. HODGDON
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JOSEPH B. BOUCHARD
Assistant Commissioner
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August 19, 2013

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

Informational Item

Pursuant to Chapter 224:206, Laws of 2011, this informational item is being presented to the Fiscal Committee in compliance with Chapter 224:206, II, for the period ending June 30, 2013.

Explanation

Chapter 224:206 reads as follows:

206 Freeze of Executive Branch Hiring, Purchases, and Out-of-State Travel.

I. Except as provided in paragraph II, all full-time classified and unclassified employees positions funded in whole or in part by the general fund which are vacant on July 1, 2011 of become vacant after that date shall remain vacant until June 30, 2013 with the exception of direct care, custodial care, and law enforcement positions. The appropriation for each such position shall lapse to the salary adjustment fund under RSA 99:4 and employee benefit adjustment account under RSA 9:17-c, as applicable. No general fund moneys appropriated for class 30 equipment or appropriated for out-of-state travel shall be expended or encumbered on or after July 1, 2011.

II. Individual exceptions to any of these provisions may be requested by any department in writing to the governor. Any exception granted by the governor shall be transmitted to the fiscal committee of the general court at its next meeting.”

Governor Margaret Wood Hassan has delegated her waiver-granting authority to a committee consisting of Gerard Murphy, the Governor’s Budget Director; Linda Hodgdon, Commissioner, Department of Administrative Services; Robert M. Beaulac, Senior Business Supervisor, Department of Administrative Services-Budget Office; and Karen Hutchins, Director of Personnel, Department of Administrative Services (personnel waivers only).

The attached documentation provides detail of the exceptions to Chapter 224:206, I, which have been granted through the Office of the Governor. The period covered is from July 1, 2012 through June 30, 2013. The intent of the committee is to inform the fiscal committee of the general court at the next meeting after a waiver has been granted; however based on other deadline requests of HB-2 along with limited personnel resources available to compile this report, this item covers the period of July 1, 2012 through June 30, 2013.

Respectfully Submitted,

Linda M. Hodgdon
Commissioner

Department of Administrative Services
 Budget Office
Waiver Summary Fiscal Year 2013
 Chapter 224:206, Laws of 2011
 For the period July 1, 2012 through June 30, 2013

<u>POSITIONS</u>	ESTIMATED	FY 2013 General Fund Dollar Value
Total General Fund Appropriation Available (1), (2)	\$	10,892,534
Anticipated cost of waivers approved	Classified Unclassified	\$ 7,356,628 \$ 291,676
Remaining Balance	\$	3,244,230
<u>EQUIPMENT</u>		
Total General Fund Appropriation Available	\$	1,889,092
Anticipated cost of waivers approved	\$	980,165
Remaining Balance	\$	908,927
<u>OUT OF STATE TRAVEL</u>		
Total General Fund Appropriation Available	\$	492,307
Anticipated cost of waivers approved	\$	123,235
Remaining Balance	\$	369,072
TOTAL REMAINING APPROPRIATION	\$	4,522,229

(1) This does not reflect the reductions that will be occurring from back of the budget cuts or other personnel savings which may become necessary.

(2) Many of the positions are in recruitment so actual salary & benefit costs may be different than shown. Salary and Benefit amounts consist of actual amounts through 3/31/13 with estimated amounts through 6/30/13.

(3) This amount does not reflect the addition of available appropriation which will be derived as the result of positions which become vacant after July 1, 2012.

(4) Chapter 224:206, Laws of 2011 only requires the reporting of class 030-Equipment funds. The committee has chosen to include requests for equipment which are appropriated in class 037-Technology Hardware and class 038-technology Software. When a request to use class 037 or 038 appropriations are approved, the approved general fund amount is included in the 'Total General Fund Appropriation Available' starting balance.

Department of Administrative Services - Budget Office
 For the Period July 1, 2012 through June 30, 2013
 Unclassified Positions Approved by the Governor and Executive Council

Person	Position #	Position	Department	Appointment Date	Salary Step	Salary	Benefits	Total Payroll
Richard A. Gustafson	9U569	Director of the Division of Higher Education	Department of Education	08/08/12	EE, Max	\$ 39,233	\$ 3,007	\$ 42,240
Peter C. Hastings	9U387	Acting Commissioner	Department of Information Technology	10/17/12	LL	\$ 58,085	\$ 25,369	\$ 83,454
Philip A. Bryce	9U092	Acting Commissioner	Department of Resources and Economic Development	11/01/12	KK, Step 2	\$ 13,924	\$ 5,337	\$ 19,261
Heather Gage	9U309	Director of the Division of Instruction	Department of Education	03/06/13	GG, Step 4	\$ 36,440	\$ 14,576	\$ 51,016
Jeffrey J. Rose	9U092	Commissioner	Department of Resources and Economic Development	03/06/13	KK, Max	\$ 45,255	\$ 17,345	\$ 62,600
John T. Beardmore	9U147	Commissioner	Department of Revenue	06/05/13	LL	\$ 2,681	\$ 530	\$ 3,211
Karen L. Benincasa	9U922	Director of Accounting Services	Department of Administrative Services	04/17/13	HH	\$ 14,135	\$ 5,175	\$ 19,310
Joseph A. Foster	9U037	Attorney General	Department of Justice	04/17/13	LL	\$ 9,830	\$ 754	\$ 10,584
			Total Annual Salary Expense			\$ 219,583	\$ 72,093	\$ 291,676

Department of Administrative Services - Budget Office
 For the Period July 1, 2011 through June 30, 2013
 Approved Position Waiver Detail for FY'2013
 Chapter 224:206, Laws of 2011

Agency	Position #	Position Description	Waiver #	FY'2013 Estimated General Fund Salary	FY'2013 Estimated General Fund Benefits	FY'2013 Estimated General Fund Total
Executive Office						
002	41157	Clerk/Secretary II	H-13-085	7,059	6,207	13,266
Agency Total:				7,059	6,207	13,266
Department of Information Technology						
003	12483	Tech Support Specialist VI	H-12-101	13,444	4,918	18,362
	20038	Tech Support Specialist I	H-12-102	14,538	7,968	22,506
	10249	Systems Development Specialist V	H-12-103	17,622	9,090	26,712
	16160	Tech Support Specialist VI	H-13-007	10,923	5,078	16,001
	41134	Tech Support Specialist IV	H-13-008	12,484	8,428	20,912
	41143	Systems Development Specialist V	H-13-023	29,052	13,057	42,109
	10516	Tech Support Specialist V	H-13-024	15,454	9,271	24,724
	10495	Systems Development Specialist IV	H-13-031	11,386	7,013	18,399
	12494	Tech Support Specialist IV	H-13-042	12,966	4,688	17,654
	12315	Tech Support Specialist III	H-13-043	13,980	7,784	21,765
	30366	Tech Support Specialist I	H-13-044	4,588	1,728	6,317
	42513	Tech Support Specialist II	H-13-045	9,382	3,497	12,879
	40601	Tech Support Specialist IV	H-13-046	16,043	10,084	26,127
	41148	Tech support Specialist VI	H-13-047	14,956	9,208	24,164
	11131	Finance Assistant	H-13-076	7,349	7,312	14,661
	41147	Tech Support Specialist IV	H-13-077	23,863	8,833	32,696
	12429	IT Manager V	H-13-078	9,198	4,064	13,262
	41113	Business Systems Analyst II	H-13-079	21,846	4,291	26,137
	42505	Systems Develop. Specialist VI	H-13-080	21,127	9,454	30,581
	12411	Systems Development Specialist IV	H-13-081	12,265	4,810	17,075
	30069	Tech Support Specialist II	H-13-128	4,717	2,948	7,665
	19677	Tech Support Specialist III	H-13-129	6,663	1,183	7,846
	17106	Tech Support Specialist IV	H-13-130	6,078	3,221	9,299
	13778	Tech Support Specialist III	H-13-131	5,576	3,120	8,696
	41003	Tech Support Specialist II	H-13-132	6,105	1,288	7,393
	19758	Tech Support Specialist III	H-13-133	5,576	3,120	8,696
	10390	Tech Support Specialist IV	H-13-169	8,021	4,225	12,246
	11503	Tech Support Specialist IV	H-13-170	6,078	3,221	9,299
	41136	Business Systems Analyst I	H-13-171	7,049	3,636	10,685
	14708	Systems Development Spec II	H-13-172	7,600	4,750	12,351
	14767	Systems Development Spec V	H-13-203	10,221	5,272	15,493
	12805	IT Manager III	H-13-240	18,396	9,252	27,648
	41652	Tech Supp Spec VI	H-13-202	8,192	3,808	12,001
	41586	Tech Support Specialist III	H-13-283	5,576	3,120	8,696
	16202	Development Specialist IV	H-13-284	9,380	5,105	14,486
	42508	Systems Development Specialist V	H-13-285	10,221	5,272	15,493
	41113	Business Systems Analyst II	H-13-322	0	0	0
Agency Total:				417,915	203,120	621,035
Judicial Council						
007	10087	Accounting Technician	H-13-087	16,538	12,900	29,438
Agency Total:				16,538	12,900	29,438
Adjutant General						
012	41562	Inventory Control Supervisor	H-12-095	5,582	1,317	6,899
	18001	Maintenance Mechanic II	H-13-083	10,883	2,160	13,043
	10051	Maintenance Mechanic II	H-13-084	5,445	965	6,410
Agency Total:				21,910	4,442	26,352
Administrative Services						
014	10085	Agency Records Auditor	H-12-106	41,161	15,118	56,279
	10218	Financial Data Administrator I	H-12-033	17,379	9,045	26,424
	41163	Building Maintenance Mgr.	H-13-034	25,342	20,034	45,376
	10082	Administrator II	H-13-074	18,396	9,252	27,648
	21458	Project Manager IV	H-13-086	21,940	7,214	29,154
	19660	Project Manager III	H-13-101	12,325	6,531	18,856
	10100	HR Technician	H-13-136	14,338	2,603	16,941
	10236	Financial Data Specialist	H-13-165	36,560	24,597	61,157
	10113	Purchasing Agent	H-13-166	14,832	8,532	23,364
	30016	Plumber	H-13-167	9,918	7,551	17,469
	30011	Financial Data Administrator II	H-13-168	37,976	17,043	55,019
	41835	Administrator Risk & Benefits	H-13-175	11,885	6,987	18,872
	10111	Financial Data Specialist II	H-13-211	19,215	9,414	28,629
	10117	Financial Data spec II	H-13-234	19,215	9,414	28,629
	18429	Admin III - Payroll Manager	H-13-235	20,052	9,576	29,628
	21633	Project Manager III	H-13-237	10,975	5,815	16,790
	10106	Agency Records Auditor	H-13-248	12,069	7,983	20,052
	43181	Administrator III	H-13-249	20,052	9,576	29,628
	10258	Financial Data Specialist	H-13-250	19,215	9,414	28,629
	30020	Risk Manager	H-13-251	10,998	4,982	15,980
	10089	Administrative Assistant II	H-13-279	14,265	8,424	22,689
	17404	Administrator IV	H-13-317	0	0	0
	18428	Associate Professor	H-13-326	0	0	0
	10264	Financial Data Administrator	H-13-359	4,308	1,479	5,787

Agency	Position #	Position Description	Waiver #	FY'2013 Estimated General Fund Salary	FY'2013 Estimated General Fund Benefits	FY'2013 Estimated General Fund Total
	17407	Administrator IV	H-13-360	0	0	0
	10281	Financial Data Administrator II	H-13-361	0	0	0
	10190	Financial Data Administrator I	H-13-362	0	0	0
	10248	Financial Data Specialist II	H-13-363	3,594	1,337	4,931
	30029	Financial Data Specialist I	H-13-364	0	0	0
	19418	Financial Analyst	H-13-365	0	0	0
	20143	Program Assistant	H-13-366	0	0	0
	10083	Business Administrator II	H-13-374	0	0	0
	10075	Purchasing Agent	H-13-398	0	0	0
	43076	Project Manager Iain	H-13-399	0	0	0
	10082	Administrator	H-13-400	0	0	0
Agency Total:				416,010	211,920	627,930
Department of Justice						
020	9U216	Assistant Attorney General	H-12-098	27,430	9,840	37,270
	9U540	Assistant Attorney General	H-12-105	49,078	8,779	57,857
	20067	Paralegal II	H-13-017	21,282	19,389	40,672
	10349	Legal Secretary IV	H-13-018	22,769	13,945	36,714
	15844	Attorney I	H-13-019	3,958	2,185	6,143
	16707	Paralegal II	H-13-020	13,655	10,592	24,247
	19412	Victim Witness Specialist	H-13-051	7,066	2,793	9,859
	18030	Legal Secretary III	H-13-135	7,998	6,282	14,281
	10339	legal Assistant	H-13-174	10,259	6,786	17,044
	9U057	Sr. Assist. Attorney General	H-13-241	26,762	10,025	36,787
	9U541	Assistant Attorney General	H-13-242	17,524	8,180	25,704
	10320	Legal Secretary IV	H-13-246	11,942	7,122	19,064
	9U284	Assistant Attorney General	H-13-247	7,013	2,795	9,808
	10322	Legal Secretary III	H-13-288	9,904	6,660	16,564
	9U035	Assistant Attorney General	H-13-289	22,840	9,246	32,086
	9U375	Assistant Attorney General	H-13-327	4,129	1,444	5,573
	9U215	Assistant Attorney General	H-13-368	0	0	0
	9U224	Assistant Attorney General	H-13-369	0	0	0
Agency Total:				263,609	126,063	389,672
Department of Safety						
023	18933	License Clerk	H-13-278	8,856	7,344	16,200
	30450	Plumbers Board Inspector	H-13-287	15,174	8,604	23,778
Agency Total:				24,030	15,948	39,978
Joint Board of Licensure and Certification						
031	11348	Program Assistant I	H-12-107	27,324	10,894	38,218
Agency Total:				27,324	10,894	38,218
Cultural Resources						
034	11419	Librarian II	H-13-137	13,104	8,190	21,294
	11421	Library Technician I	H-13-213	8,856	7,344	16,200
Agency Total:				21,960	15,534	37,494
Department of Resources and Economic Development						
035	11496	Program Assistant I	H-12-108	26,348	5,669	32,017
	11492	Administrator IV	H-12-015	62,616	34,291	96,907
	18739	Administrator II	H-13-035	9,198	4,626	13,824
	42055	Administrator III	H-13-039	37,789	21,320	59,109
	11490	Program Assistant I	H-13-109	9,189	7,407	16,596
	11493	Program Assistant I	H-13-163	9,189	7,407	16,596
	40050	Program Specialist III	H-13-164	14,220	8,415	22,635
	11528	Electrician Supervisor II	H-13-237	2,380	1,591	3,971
	11444	Chief Accountant	H-13-281	19,629	9,495	29,124
Agency Total:				190,558	100,221	290,779
Department of Treasury						
038	11596	Auditor II	H-13-245	12,177	8,010	20,187
	11595	Accountant IV	H-13-373	0	0	0
Agency Total:				12,177	8,010	20,187
NH Veterans Home						
043	43229	Bldgs Grounds Utility Worker	H-13-102	16,350	8,085	24,435
	11954	Maintenance Mechanic II	H-13-103	18,152	12,959	31,111
	42635	Stock Clerk III	H-13-104	10,500	5,751	16,251
	11992	Program Information Officer	H-13-204	2,731	1,549	4,280
	19306	Building Service Worker III	H-13-206	10,890	9,341	20,231
	11973	Building Service Worker III	H-13-207	11,819	14,841	26,660
	11967	Administrator IV	H-13-291	4,222	1,847	6,069
	19331	Human Resource Assistant	H-13-375	0	0	0
	41624	Administrator II	H-13-376	0	0	0
Agency Total:				74,664	54,373	129,037
Department of Environmental Services						
044	16785	Assistant Director	H-13-001	77,268	38,961	116,249

Agency	Position #	Position Description	Waiver #	FY2013 Estimated General Fund Salary	FY2013 Estimated General Fund Benefits	FY2013 Estimated General Fund Total
	12091	Administrative Assistant II	H-13-004	28,296	23,637	51,933
	16749	Environmental Technician II	H-13-049	15,824	3,023	18,847
	41203	Program Assistant II	H-13-050	13,257	9,633	22,891
	40793	Informational Representative	H-13-134	8,387	5,242	13,628
	18146	Survey Team Technician IV	H-13-048	19,695	8,085	27,780
	18132	Accountant IV	H-13-138	13,936	12,020	25,956
	12102	Senior Clerk Interviewer	H-13-280	5,540	4,733	10,273
	19494	Accountant IV	H-13-318	0	0	0
Agency Total:				182,203	105,353	287,556
Department of Corrections						
046	41530	Warehouse Manager III	H-12-097	36,437	22,790	59,227
	12861	Administrator III	H-12-100	53,540	17,678	71,218
	9U112	Executive Assistant/Parole Board	H-13-002	62,099	26,920	89,019
	30336	Administrator III	H-13-016	33,502	16,898	50,400
	12868	Administrator III	H-13-037	37,132	29,495	66,627
	12849	Administrator IV	H-13-107	33,624	15,133	48,757
	19953	Administrator IV	H-13-139	21,996	9,963	31,959
	16292	Program Specialist IV	H-13-208	15,489	8,667	24,156
	30360	Secretary II	H-13-209	8,208	7,218	15,426
	42281	Administrator II	H-13-238	13,061	6,569	19,630
	12805	Administrator II	H-13-239	18,396	9,252	27,648
	13030	Supervisor I	H-13-319	4,157	1,449	5,606
	40176	Victim Witness Specialist	H-13-320	0	0	0
	18178	Financial Analyst	H-13-321	0	0	0
Agency Total:				337,641	172,032	509,673
Department of Education						
056	13210	Administrator IV	H-13-099	21,996	9,963	31,959
	13090	Administrator IV	H-13-100	21,996	9,963	31,959
	13164	Administrator III	H-13-212	20,052	9,576	29,628
				64,044	29,502	93,546
Veterans Council						
066	42828	Veteran Services Officer	H-13-032	30,709	13,849	44,558
	13761	Administrative Secretary	H-13-083	25,479	9,876	35,355
Agency Total:				56,188	23,725	79,913
Cosmetology						
074	13756	Inspector	H-12-094	33,221	25,149	58,370
	18210	Inspector	H-13-210	16,440	10,446	26,886
Board of Medicine						
074	42829	License Clerk	H-13-022	14,028	3,236	17,265
Pharmacy Board						
	41672	Program Assistant I	H-13-173	7,443	6,000	13,443
Board Of Nursing						
	19001	Licensure Clerk	H-13-286	8,856	7,344	16,200
Agency Total:				79,988	52,175	132,163
Human Rights Commission						
076	42414	Investigator	H-13-367	0	0	0
Agency Total:				0	0	0
Department of Revenue Administration						
084	14474	Clerk III	H-13-006	28,575	19,632	48,207
	14466	Public Utility Appraiser	H-13-036	16,173	8,802	24,975
	14528	Business Administrator II	H-13-075	14,832	8,532	23,364
	43322	Systems Development Spec IV	H-13-325	0	0	0
	14485	Tax Auditor III	H-13-370	0	0	0
	9U153	Field Audit Leader	H-13-371	0	0	0
	9U152	Assistant Revenue Council	H-13-372	0	0	0
Agency Total:				59,580	36,966	96,546
Department of Health & Human Services						
045	12327	Supervisor III	H-12-099	21,516	10,258	31,775
095	12332	Administrator I	H-12-099	12,255	2,173	14,427
045	12503	Family Services Specialist Trainee	H-12-099	12,305	14,696	27,001
045	12626	Family Services Specialist Trainee	H-12-099	15,476	12,948	28,424
045	12638	Family Services Specialist II	H-12-099	19,319	17,000	36,318
045	12776	Family Services Specialist Trainee	H-12-099	7,072	669	7,742
045	12778	Family Services Specialist Trainee	H-12-099	16,340	14,758	31,099
095	14609	Licensing and Evaluation Coordinator	H-12-099	5,608	3,387	8,995
090	14736	Administrator III	H-12-099	14,038	6,703	20,741
040	16009	Child Protective Service Worker	H-12-099	18,089	8,875	26,964
094	16030	Assistant Administrator	H-12-099	48,698	28,719	77,417
094	16031	Program Assistant I	H-12-099	12,149	8,985	21,134
041	16258	Supervisor VI	H-12-099	37,373	23,145	60,518
094	16297	Medical Record Technician	H-12-099	10,994	6,714	17,709
041	16350	Secretary II	H-12-099	18,757	7,746	26,503
094	16484	Maintenance Technician	H-12-099	18,479	8,870	27,350

Agency	Position #	Position Description	Waiver #	FY2013 Estimated General Fund Salary	FY2013 Estimated General Fund Benefits	FY2013 Estimated General Fund Total
094	16488	Carpenter II	H-12-099	9,381	16,242	27,623
095	17150	Internal Auditor III	H-12-099	8,123	5,079	13,202
095	19187	Administrator I	H-12-099	17,379	8,751	26,130
095	19460	Secretary II	H-12-099	12,476	5,798	18,275
045	30280	Supervisor III	H-12-099	21,425	17,394	38,819
045	30296	Family Services Specialist Trainee	H-12-099	16,751	6,466	23,217
094	30891	Painter	H-12-099	12,860	8,034	20,894
040	40111	Fiscal Specialist Trainee I	H-12-099	13,649	4,383	18,032
091	40348	Cosmetologist	H-12-099	24,646	11,150	35,796
095	41082	Program Specialist III	H-12-099	23,816	12,088	35,884
090	42850	Program Specialist IV	H-12-099	6,435	4,312	10,747
045	42873	Business systems Analyst I	H-12-099	21,777	7,686	29,463
095	9U397	Legislative Coordinator	H-12-099	47,547	24,178	71,725
095	9U407	Health Care Program Specialist	H-12-099	43,153	18,239	61,392
095	9U512	Chief Information Officer	H-12-099	55,799	20,640	76,439
095	9U424	Director Member Services	H-13-010	40,347	14,734	55,081
095	9U402	Director Office of Human Services	H-13-011	54,306	15,600	69,906
095	14690	Sr. Management Analyst	H-13-012	12,810	2,274	15,083
045	12747	Secretary II	H-13-013	7,975	5,773	13,748
045	12402	Business Systems Analyst I	H-13-014	23,713	15,476	39,189
095	9U517	Commissioner	H-13-028	34,484	18,208	52,691
095	12161	Administrator II	H-13-029	10,741	7,104	17,844
095	16605	Business Administrator IV	H-13-030	18,396	9,252	27,648
090	14683	Secretary II	H-13-052	9,419	6,046	15,464
090	14596	Executive Secretary	H-13-053	13,283	13,638	26,921
095	19774	Supervisor III	H-13-054	7,989	6,158	14,147
095	19157	Case Technician II	H-13-016	8,690	1,640	10,330
095	12774	Child Support Officer	H-13-057	9,670	9,150	18,820
041	11758	Supervisor I	H-13-058	35,640	25,220	60,860
045	12688	Supervisor V	H-13-059	18,060	13,248	31,307
045	12192	Business Administrator II	H-13-060	15,128	6,339	21,467
045	12523	Program Specialist I	H-13-061	13,895	11,362	25,257
041	43491	Program Specialist IV	H-13-062	41,284	31,226	72,510
090	14742	Planning Analyst	H-13-063	5,191	2,986	8,177
091	17148	Plant Maintenance Engineer II	H-13-064	26,061	5,174	31,235
091	19649	Medical Records Technician	H-13-065	27,333	25,450	52,783
091	41065	Program Specialist III	H-13-066	29,505	25,002	54,507
095	30584	Administrative Assistant II	H-13-069	11,088	7,827	18,915
095	30902	Program Specialist IV	H-13-070	10,731	1,901	12,632
095	12276	Business Administrator IV	H-13-071	9,198	4,626	13,824
095	14597	Licensing & Evaluation Coordinator	H-13-072	2,465	1,382	3,847
095	19775	Paralegal I	H-13-073	15,038	5,719	20,757
040	42095	Secretary II	H-13-088	5,308	678	5,986
041	18514	Executive Secretary	H-13-089	14,049	6,446	20,495
095	12380	Clerk IV	H-13-090	9,366	4,529	13,895
095	12205	Clerk IV	H-13-091	7,976	3,235	11,212
040	11866	Executive Secretary	H-13-092	9,256	7,165	16,421
092	16368	Training & Development Coordinator	H-13-093	13,228	8,771	21,999
094	43490	Program Specialist III	H-13-097	12,047	7,457	19,504
095	14981	Sr.Human Resources Technician	H-13-098	16,544	8,405	24,948
045	11088	Employment Counselor Spec.	H-13-110	7,007	655	7,662
040	11742	Administrator III	H-13-111	25,915	14,919	40,834
090	12027	Laboratory Scientist III	H-13-112	10,554	6,789	17,343
095	12326	Clerk IV	H-13-113	5,052	5,859	10,911
095	12476	Medical Service Consultant II	H-13-114	7,416	4,266	11,682
045	12516	Supervisor III	H-13-115	11,905	9,385	21,291
045	12560	Supervisor V	H-13-116	17,722	9,414	27,137
041	12700	Supervisor III	H-13-117	33,144	23,279	56,423
093	14984	Program Planning & Review Spc.	H-13-118	11,278	5,818	17,096
095	18991	Health Construction Coordinator I	H-13-119	10,353	8,198	18,551
048	30535	Business Administrator II	H-13-120	13,282	11,479	24,761
045	41032	Clerk Interviewer	H-13-121	8,815	5,465	14,280
095	41081	Medical Service Technician	H-13-122	3,976	1,709	5,684
095	42921	Program Specialist IV	H-13-123	13,245	6,661	19,907
091	42980	Ward Clerk	H-13-124	17,739	12,514	30,253
095	42992	Supervisor IV	H-13-125	3,331	2,180	5,511
094	435*91	Program Specialist III	H-13-126	10,622	6,023	16,645
095	9U458	Data Systems Analyst	H-13-127	12,442	1,163	13,605
045	11815	Program Specialist I	H-13-140	7,491	3,237	10,729
040	11880	Administrator II	H-13-141	11,038	5,551	16,589
095	12185	Child Support Officer	H-13-142	6,989	4,844	11,833
095	12208	Clerk IV	H-13-143	3,194	4,150	7,344
095	12241	Administrator II	H-13-144	17,538	15,124	32,662
095	12264	Case Tech Trainee I	H-13-145	3,124	2,518	5,643
093	12435	Administrator III	H-13-146	12,833	6,129	18,962
045	12529	Clerk Interviewer	H-13-147	5,215	3,241	8,456
045	12619	Clerk Interviewer	H-13-148	6,716	5,373	12,089
091	14889	Accountant II	H-13-149	59,221	17,957	77,178
095	15782	Accounting Technician	H-13-150	14,306	9,572	23,878
095	15946	Accountant II	H-13-151	7,082	4,815	11,897
095	16086	Legal Coordinator	H-13-152	11,102	5,727	16,829
094	16505	Plant Maintenance Engineer III	H-13-153	9,784	5,859	15,643
045	19757	Supervisor III	H-13-154	10,462	4,046	14,507
045	19788	Employment Counselor Spec.	H-13-155	8,666	5,642	14,308
095	40519	Child Support Officer	H-13-156	6,708	4,774	11,481
095	41012	Case Aid	H-13-157	4,959	3,776	8,735
041	41019	Supervisor III	H-13-158	18,583	7,968	26,551

Agency	Position #	Position Description	Waiver #	FY2013 Estimated General Fund Salary	FY2013 Estimated General Fund Benefits	FY2013 Estimated General Fund Total
045	41037	Supervisor III	H-13-159	8,648	7,653	16,301
040	42084	Supervisor IV	H-13-160	14,603	12,002	26,605
090	42847	Program Specialist III	H-13-161	5,242	3,276	8,518
045	43631	Program Assistant I	H-13-162	4,870	3,926	8,796
041	11607	Program Specialist IV	H-13-176	14,869	8,320	23,190
095	12183	Child Support Specialist	H-13-177	4,332	1,969	6,301
045	12327	Supervisor III	H-13-178	21,516	10,258	31,775
048	12337	Word Processor Operator II	H-13-179	5,897	4,592	10,290
095	12341	Accountant I	H-13-180	7,080	5,091	12,171
045	12526	Clerk Interviewer	H-13-181	4,350	3,826	8,176
095	12566	Medical Service Technician	H-13-182	5,580	3,902	9,482
045	12770	Clerk Interviewer	H-13-183	5,594	363	5,957
045	12777	Clerk Interviewer	H-13-184	4,350	3,826	8,176
045	41060	Clerk Interviewer	H-13-185	4,350	3,826	8,176
095	14603	Administrator III	H-13-186	10,026	4,788	14,814
095	40141	Administrator III	H-13-187	10,026	4,788	14,814
095	40876	Administrator III	H-13-188	10,026	4,788	14,814
093	14706	Public Health Nurse Coordinator	H-13-189	9,954	5,891	15,845
091	14849	Maintenance Mechanic	H-13-190	13,383	7,587	20,970
093	14949	Program Planning & Review Spc.	H-13-191	4,406	2,273	6,678
094	15861	Program Planning & Review Spc.	H-13-192	14,098	7,272	21,370
040	16210	Program Specialist IV	H-13-193	9,293	5,200	14,494
094	16504	Maintenance Mechanic II	H-13-194	6,861	5,273	12,134
041	16956	Supervisor IV	H-13-195	15,052	10,084	25,136
090	40336	Program Specialist IV	H-13-196	3,872	2,167	6,039
095	40624	Coordinator	H-13-197	8,163	4,419	12,582
045	40987	Supervisor VII	H-13-198	9,340	4,818	14,157
041	42621	Fiscal Specialist I	H-13-199	6,892	5,113	12,006
045	42736	Supervisor V	H-13-200	8,572	4,665	13,237
095	43480	Accountant II	H-13-201	14,279	5,211	19,490
040	11892	Program Specialist IV	H-13-214	9,293	5,200	14,494
045	12216	Secretary II	H-13-215	4,350	3,826	8,176
045	16587	Program Assistant I	H-13-216	4,870	3,926	8,796
045	40534	Program Assistant I	H-13-217	4,870	3,926	8,796
095	12350	Data Control Clerk III	H-13-218	5,605	4,518	10,124
095	12353	Secretary II	H-13-219	4,104	3,609	7,713
040	12565	Financial Analyst	H-13-220	10,573	5,454	16,027
040	12591	Provider Services Representative I	H-13-221	7,241	4,790	12,031
045	12660	Clerk IV	H-13-222	4,870	3,926	8,796
095	14670	Licensing & Evaluation Coordinator	H-13-223	1,634	884	2,517
093	14778	Program Specialist III	H-13-224	3,555	2,104	5,659
092	15943	Mental Health Administrator	H-13-225	12,682	6,213	18,895
048	16223	Medical Services Consultant II	H-13-226	3,708	2,133	5,841
095	19778	Attorney I	H-13-227	5,499	2,993	8,492
041	19806	Administrator III	H-13-228	17,044	8,140	25,184
092	30595	Planning Analyst	H-13-229	9,789	5,631	15,420
095	40581	Program Specialist I	H-13-230	12,069	7,983	20,052
095	41120	Information Technology Manager III	H-13-231	6,818	3,256	10,074
090	42839	Administrator IV	H-13-232	6,599	2,989	9,588
090	42878	Program Specialist III	H-13-233	2,133	1,262	3,395
094	16451	Supervisor I	H-13-243	6,836	5,267	12,102
040	40111	Fiscal Specialist I	H-13-244	13,649	4,383	18,032
040	11752	Supervisor VI	H-13-252	10,130	5,368	15,498
040	11851	Secretary II	H-13-253	4,925	4,331	9,256
040	11874	Fiscal Specialist I	H-13-254	5,713	4,487	10,201
095	12140	Case Tech Trainee I	H-13-255	3,124	2,518	5,643
045	12710	Clerk Interviewer	H-13-256	4,350	3,826	8,176
045	12783	Clerk Interviewer	H-13-257	4,350	3,826	8,176
045	30315	Clerk Interviewer	H-13-258	4,350	3,826	8,176
095	12311	Administrator	H-13-259	12,031	5,746	17,777
095	12262	Program Specialist IV	H-13-260	9,448	5,287	14,735
095	12445	Accountant I	H-13-261	6,544	4,705	11,249
045	12661	Clerk Interviewer	H-13-262	4,350	3,826	8,176
045	12791	Secretary II	H-13-263	4,350	3,826	8,176
091	14845	Maintenance Mechanic II	H-13-264	10,233	7,614	17,847
091	14851	Maintenance Mechanic III	H-13-265	10,575	7,686	18,261
095	15761	Training Coordinator	H-13-266	10,221	6,388	16,609
094	16229	Training Specialist	H-13-267	8,669	5,632	14,301
092	17156	Accountant I	H-13-268	7,510	5,399	12,909
041	18508	Supervisor VII	H-13-269	11,481	6,083	17,564
041	18626	Administrator II	H-13-270	18,396	9,252	27,648
095	19149	Supervisor V	H-13-271	5,489	2,993	8,482
045	19787	Employment Counselor Spec.	H-13-272	6,638	4,391	11,029
090	30546	Public Health Nurse Coordinator	H-13-273	1,706	1,010	2,716
045	40315	Secretary II	H-13-274	4,350	3,826	8,176
095	40410	Clerk Interviewer	H-13-275	4,925	4,331	9,256
040	42070	Supervisor IV	H-13-276	9,293	5,200	14,494
090	42579	Administrator I	H-13-277	2,533	1,342	3,875
041	11681	Switchboard Operator II	H-13-292	9,450	7,461	16,911
040	11799	Secretary II	H-13-293	4,925	4,331	9,256
040	11802	Public Health Nurse Coordinator	H-13-294	3,555	2,104	5,659
095	12245	Child Support Officer	H-13-295	4,272	2,748	7,020
095	12318	Child Support Specialist	H-13-296	3,947	2,684	6,631
048	12640	Secretary II	H-13-297	5,089	4,475	9,564
045	12775	Supervisor III	H-13-298	7,537	4,460	11,997
045	12798	Secretary II	H-13-299	4,350	3,826	8,176
091	14910	Supervisor I	H-13-300	12,870	8,145	21,015
094	15702	Librarian II	H-13-301	9,784	5,859	15,643

Agency	Position #	Position Description	Waiver #	FY'2013 Estimated General Fund Salary	FY'2013 Estimated General Fund Benefits	FY'2013 Estimated General Fund Total
040	15733	Program Specialist IV	H-13-302	9,293	5,200	14,494
094	15832	Administrator II	H-13-303	12,877	6,476	19,354
095	16120	Administrator IV	H-13-304	10,998	4,982	15,980
045	16135	Program Specialist I	H-13-305	5,914	3,912	9,825
045	16969	Clerk Interviewer	H-13-306	4,350	3,826	8,176
094	18629	APRN - Family Practice	H-13-307	15,794	7,056	22,850
045	19780	Training Coordinator	H-13-308	6,945	4,341	11,286
095	40369	Secretary II	H-13-309	4,666	3,665	8,330
095	40530	Child Support Officer	H-13-310	4,272	2,748	7,020
041	41019	Supervisor III	H-13-311	18,583	7,968	26,551
095	41021	Business Systems Analyst II	H-13-312	6,533	3,201	9,734
045	41070	Supervisor III	H-13-313	7,537	4,460	11,997
041	42620	Fiscal Specialist Tr-I	H-13-314	6,380	5,011	11,391
041	42623	Fiscal Specialist Tr-I	H-13-315	6,380	5,011	11,391
090	42903	Administrator IV	H-13-316	7,919	3,587	11,505
040	11743	Supervisor III	H-13-328	0	0	0
095	11819	Administrator II	H-13-329	0	0	0
040	11890	Assistant Administrator	H-13-330	0	0	0
095	12198	Child Support Specialist	H-13-331	44	9	53
095	12219	Sr Clerk Interviewer	H-13-332	32	6	38
095	12220	Child Support Officer	H-13-333	0	0	0
095	12256	Program Planning & Review Spc.	H-13-334	0	0	0
045	12305	Clerk IV	H-13-335	0	0	0
095	12350	Financial Analyst	H-13-336	0	0	0
095	12513	Clerk IV	H-13-337	0	0	0
045	12546	Employment Counselor Spec.	H-13-338	0	0	0
045	12741	Secretary II	H-13-339	0	0	0
045	12691	Secretary II	H-13-340	0	0	0
095	14636	Health Facility Const. Coordinator	H-13-341	0	0	0
091	14908	Maintenance Mechanic II	H-13-342	0	0	0
040	15684	Supervisor IV	H-13-343	0	0	0
040	16546	Supervisor IV	H-13-344	826	165	991
040	40379	Supervisor IV	H-13-345	620	124	744
094	15730	Switchboard Operator II	H-13-346	0	0	0
094	16484	Maintenance Technician	H-13-347	0	0	0
095	17150	Program Specialist III	H-13-348	0	0	0
095	30320	Accounting Technician	H-13-349	0	0	0
094	30685	Journeyman Electrician	H-13-350	0	0	0
090	30916	Clerk Interviewer	H-13-351	0	0	0
095	40622	Licensing Supervisor	H-13-352	0	0	0
095	9U245	Director Intergovernmental Affairs	H-13-353	0	0	0
095	9U390	Provider Relations Manager	H-13-354	0	0	0
095	9U453	Director Project Management Office	H-13-355	0	0	0
095	9U425	Senior Project Manager	H-13-356	0	0	0
095	9U472	Project manager	H-13-357	0	0	0
095	19187	Administrator I	H-13-358	0	0	0
095	11755	Supervisor IV	H-13-377	0	0	0
095	11812	Executive Secretary	H-13-378	0	0	0
095	11855	Supervisor VI	H-13-379	0	0	0
095	30775	Program Specialist I	H-13-380	0	0	0
095	15933	Administrator III	H-13-381	0	0	0
095	16581	Administrative Assistant II	H-13-382	0	0	0
095	42910	Program Specialist IV	H-13-383	0	0	0
095	15127	Business Systems Analyst II	H-13-384	0	0	0
095	12412	Program Specialist I	H-13-385	0	0	0
095	12427	Medical Service Technician	H-13-386	62	12	74
095	12716	Clerk Interviewer	H-13-387	0	0	0
095	12560	Supervisor V	H-13-388	0	0	0
095	14742	Systems Development Spec. V	H-13-389	0	0	0
095	42881	Radiation Health Physicist III	H-13-390	0	0	0
095	41018	Employment Counselor Spec.	H-13-391	0	0	0
095	40990	Employment Counselor Spec.	H-13-392	0	0	0
095	12398	Program Specialist IV	H-13-393	0	0	0
095	12247	Supervisor V	H-13-394	0	0	0
095	14626	Payroll Officer I	H-13-395	0	0	0
094	30220	Administrator III	H-13-396	0	0	0
094	30800	Switchboard Operator II	H-13-397	0	0	0
Agency Total:				2,455,806	1,423,225	3,879,031
Department of Transportation						
096	21865	Administrator III	H-13-021	10,026	4,788	14,814
				10,026	4,788	14,814

Total All Agencies:

\$ 4,739,230 \$ 2,617,397 \$ 7,356,628

Department of Administrative Services-Budget Office
 For the Period July 1, 2012 through June 30, 2013
 Approved Equipment Waiver Detail
 Chapter 224:206, Laws of 2011

Agency	Equipment Description	Waiver #	Total Cost	General Fund %	General Fund Cost
Department of Information Technology					
003	11 Printers, 4 Laptops- Dept of Corrections	E-13-001	\$ 9,629	100.00%	\$ 9,629
	Microsoft Licenses- Judicial Council	E-13-010	\$ 1,026	100.00%	\$ 1,026
	5- Monitors	E-13-015	\$ 865	63.29%	\$ 547
	6- Power Supplies for Dept. of Education	E-13-017	\$ 360	100.00%	\$ 360
	50- Used laptops for Corrections	E-13-020	\$ 5,000	100.00%	\$ 5,000
	Storage Hardware for DHHS	E-13-016	\$ 200,448	58.00%	\$ 116,260
	14 Monitors for Dept. of Revenue	E-13-025	\$ 2,799	100.00%	\$ 2,799
	Appliance Upgrades	E-13-026	\$ 16,251	35.73%	\$ 5,806
	Server	E-13-027	\$ 3,580	35.73%	\$ 1,279
	Two Routers With Accessories	E-13-030	\$ 169,242	38.91%	\$ 65,852
	Miscellaneous hardware	E-13-038	\$ 3,374	100.00%	\$ 3,374
	8-Monitors	E-13-039	\$ 3,635	100.00%	\$ 3,635
	3 handheld CPU's with accessory packs	E-13-040	\$ 2,987	58.00%	\$ 1,732
	Disk Drive and Space	E-13-041	\$ 34,232	39.77%	\$ 13,614
	Shredder	E-13-057	\$ 1,500	87.00%	\$ 1,305
	10 Hard drives for DHHS	E-13-058	\$ 4,300	58.00%	\$ 2,494
	Router with misc. parts for Cultural Res.	E-13-059	\$ 2,957	100.00%	\$ 2,957
	5 laptops	E-13-060			
		+E13-104	\$ 10,750	39.77%	\$ 4,275
	Network Equipment for Corrections	E-13-061	\$ 30,087	100.00%	\$ 30,087
	90 pieces of equipment for VOIP	E-13-062	\$ 48,776	39.77%	\$ 19,398
	10 pieces of equipment for Corrections	E-13-063	\$ 17,292	100.00%	\$ 17,292
	Server for DHHS	E-13-076	\$ 3,425	58.00%	\$ 1,987
	Power Supply for the Veterans Home	E-13-079	\$ 15,556	100.00%	\$ 15,556
	2 Scanners for the Board of Cosmetology	E-13-082	\$ 1,296	100.00%	\$ 1,296
	10 Switches and accessories for DHHS	E-13-083	\$ 37,003	58.00%	\$ 21,462
	Variety of items for DOI	E-13-084	\$ 174,844	56.20%	\$ 98,262
	2 Servers for DHHS	E-13-085	\$ 33,080	58.00%	\$ 19,186
	Network equipment for DHHS	E-13-086	\$ 56,017	58.00%	\$ 32,490
	Server and Storage devices for DHHS	E-13-087	\$ 49,679	58.00%	\$ 28,814
	Patch cables for Veterans Home	E-13-088	\$ 838	18.00%	\$ 151
	Laptop for Human Rights Commission	E-13-078	\$ 1,159	83.00%	\$ 962
	Six Printers for DHHS	E-13-094	\$ 17,844	58.00%	\$ 10,350
	150 LCD Monitors for DHHS	E-13-096	\$ 24,000	58.00%	\$ 13,920
	One Tape Library & Hardware for DHHS	E-13-097	\$ 9,329	58.00%	\$ 5,411
	One Battery backup and mount for DRED	E-13-098	\$ 730	100.00%	\$ 730
	One Server for NH Veterans Home	E-13-102	\$ 5,938	18.00%	\$ 1,069
	Various items for DoIT	E-13-103	\$ 50,000	39.77%	\$ 19,885
	Various items for DoIT	E-13-105	\$ 9,982	34.00%	\$ 3,394
	Two Printers for Check Processing	E-13-106	\$ 25,659	88.00%	\$ 22,580
	Two Desktop Computers with Monitors	E-13-126	\$ 1,859	35.75%	\$ 665
	Ten Racks for Battery Backups, 24 Battery Backups for DHHS	E-13-127	\$ 27,432	58.00%	\$ 15,911
	Printer for Veterans Home	E-13-128	\$ 1,319	18.00%	\$ 237
	Upgrade of Virtual Server Disk Space used by multiple Agencies	E-13-129	\$ 152,220	37.80%	\$ 57,539
	Two Desktops with Monitors for Revenue	E-13-130	\$ 2,280	100.00%	\$ 2,280
	Two Desktops with 19" Monitors for Adjutant General	E-13-131	\$ 1,859	100.00%	\$ 1,859
Agency Total:			\$ 1,272,438		\$ 684,717
Adjutant General					
012	Boiler Scale Remover System	E-13-075	\$ 234	50.00%	\$ 117
Agency Total:			\$ 234		\$ 117

Department of Administrative Services					
014	13 Basic Laptops, 9 Standard Desktops, 4Dell So1 Special Configuration Desktop	E-12-181	\$ 31,676	90.05%	\$ 28,524
	Used Vehicle	E-13-069	\$ 7,600	71.59%	\$ 5,441
	Wall Air conditioning Unit	E-13-124	\$ 1,090	100.00%	\$ 1,090
Agency Total:			\$ 40,366		\$ 35,055
Joint Board of Licensure & Certification					
031	1 Standard Laptop	E-13-003	\$ 1,207	100.00%	\$ 1,207
	1 Standard OptiPlex PC	E-13-018	\$ 764	100.00%	\$ 764
	8 used workstations	E-13-044	\$ 6,325	100.00%	\$ 6,325
	1 Laser Jet Color Printer	E-13-043	\$ 821	100.00%	\$ 821
Agency Total:			\$ 9,117		\$ 9,117
Department of Resources & Economic Development					
035	Used 2006 Ford Focus	E-13-022	\$ 500	68.00%	\$ 340
	Ford F250, 3/4 ton 4WD Pickup Truck	E-13-089	\$ 28,927	70.76%	\$ 20,469
Agency Total:			\$ 29,427		\$ 20,809
Treasury Department					
038	One Air conditioner	E-13-009	\$ 1,490	100.00%	\$ 1,490
Agency Total:			\$ 1,490		\$ 1,490
NH Veterans Home					
043	Chart Rack	E-13-023	\$ 955	18.00%	\$ 172
	15 cubic ft Refrigerator	E-13-024	\$ 401	18.00%	\$ 72
Agency Total:			\$ 1,356		\$ 244
Department of Environmental Services					
044	Boat Trailer	E-13-037	\$ 1,299	100.00%	\$ 1,299
Agency Total:			\$ 1,299		\$ 1,299
Department of Corrections					
046	1- Ballistic Armor Set with Carrier Vest	E-13-005	\$ 520	100.00%	\$ 520
	5- Portable Radios	E-13-006	\$ 2,415	100.00%	\$ 2,415
	4- Alcohol Intoximeters	E-13-007	\$ 1,532	100.00%	\$ 1,532
	5 protective vests	E-13-031	\$ 3,160	100.00%	\$ 3,160
	4 Pedestal Task Chairs	E-13-032	\$ 720	100.00%	\$ 720
	4 Video Camcorders	E-13-033	\$ 800	100.00%	\$ 800
	1 Restraint Chair	E-13-034	\$ 1,868	100.00%	\$ 1,868
	6 Industrial Pedestal 30" Fans	E-13-035	\$ 942	100.00%	\$ 942
	1 Metal Detector	E-13-036	\$ 200	100.00%	\$ 200
	Color Monitor For Surveillance Camera	E-13-045	\$ 619	100.00%	\$ 619
	Security Control Keyboard	E-13-046	\$ 665	100.00%	\$ 665
	5-Fixed-view Security Cameras	E-13-047	\$ 1,749	100.00%	\$ 1,749
	9-Security Cameras	E-13-048	\$ 18,405	100.00%	\$ 18,405
	Dental S-ray film loader & processor	E-13-049	\$ 2,220	100.00%	\$ 2,220
	Dental S-ray Machine	E-13-050	\$ 4,165	100.00%	\$ 4,165
	Ice-cube machine and storage units	E-13-051	\$ 3,624	100.00%	\$ 3,624
	Training floor mats	E-13-052	\$ 788	100.00%	\$ 788
	Flat screen TV for training	E-13-053	\$ 554	100.00%	\$ 554
	2 Electronic Signature Capture Devices	E-13-090	\$ 476	100.00%	\$ 476
	One Restraint Chair	E-13-091	\$ 1,758	100.00%	\$ 1,758
	One 12-Passenger Van	E-13-135	\$ 21,438	100.00%	\$ 21,438
Agency Total:			\$ 68,618		\$ 68,618
Department of Revenue Administration					
084	Three Replacement Vehicles	E-13-092	\$ 45,735	100.00%	\$ 45,735
Agency Total:			\$ 45,735		\$ 45,735

Department of Health & Human Services					
090	Ultra-Low Freezer	E-13-011	\$	8,070	100.00% \$ 8,070
093	2- Toro Gas Mowers	E-13-014	\$	598	100.00% \$ 598
095	Sit to Stand workstation	E-13-028	\$	510	61.00% \$ 311
040	Video cameras, monitors, printer and software	E-13-064	\$	16,335	60.00% \$ 9,801
Agency Total:			\$	25,513	\$ 18,780
Department of Revenue Administration					
084	Folder/Inserter Machine	E-13-065	\$	8,890	100.00% \$ 8,890
			\$	8,890	\$ 8,890
Glencliff Home					
091	Bariatric Wheelchair	E-13-004	\$	2,164	100.00% \$ 2,164
	Infectious Waste Security Carts	E-13-012	\$	1,558	100.00% \$ 1,558
	Manual Pallet Jack	E-13-013	\$	325	100.00% \$ 325
	Used 2006 Ford Focus	E-13-022	\$	500	68.00% \$ 340
	Convertible Cushion for decubitus ulcers	E-13-029	\$	686	100.00% \$ 686
	Bariatric Mattress	E-13-042	\$	431	100.00% \$ 431
	Hawk Arc Flash Kit	E-13-071	\$	460	100.00% \$ 460
	Geriatric Rane RR711 Atlantic Reclining Tub	E-13-072	\$	13,284	100.00% \$ 13,284
	2 HEPA Backpack Vacuums	E-13-073	\$	776	100.00% \$ 776
	18,500 BTU Air Conditioner	E-13-107	\$	460	100.00% \$ 460
	Inventory Storage System for Safety Eq	E-13-109	\$	183	100.00% \$ 183
	Multi-Gas Detector	E-13-110	\$	691	100.00% \$ 691
	Confined Space Blower with Duct	E-13-111	\$	494	100.00% \$ 494
	Rescue Lanyard	E-13-112	\$	142	100.00% \$ 142
	Rescue Harness	E-13-113	\$	219	100.00% \$ 219
	Tripod and Winch 3-way 9' system	E-13-114	\$	5,500	100.00% \$ 5,500
	Electric Lock Out Tag Out set	E-13-115	\$	167	100.00% \$ 167
	Valve Lock Out Tag Out set	E-13-116	\$	108	100.00% \$ 108
	Digital Decibel sound Level Meter	E-13-117	\$	104	100.00% \$ 104
	Two Welding Safety Jackets	E-13-118	\$	278	100.00% \$ 278
	Ten Pressure Reduction Mattresses	E-13-119	\$	1,900	100.00% \$ 1,900
	Eight Digital Oral/Rectal Thermometers	E-13-120	\$	1,710	100.00% \$ 1,710
	Medical Low Bed 84" Length	E-13-125	\$	5,763	100.00% \$ 5,763
Agency Total:			\$	37,903	\$ 37,743
New Hampshire Hospital					
094	Software	E-12-182	\$	39,062	100.00% \$ 39,062
	Software	E-13-008	\$	4,500	68.00% \$ 3,060
	Triac BT Push Fit Floor Welding Kit	E-13-062	\$	997	68.00% \$ 678
	Covidien Enteral Feeding Pumps	E-13-063	\$	1,100	68.00% \$ 748
	Ten Closed Circuit TV Cameras and Bases	E-13-123	\$	2,368	68.00% \$ 1,610
Agency Total:			\$	48,027	\$ 45,158
Department of Health & Human Services					
095	Aluminum Hand Trucks (2)	E-13-068	\$	460	61.00% \$ 281
	Two Laptops	E-13-132	\$	2,020	41.60% \$ 840
	Five 19" Flat Panel Monitors	E-13-133	\$	750	50.00% \$ 375
	One HP All-in-One Printer/Copier/Scanner/Fax	E-13-134	\$	142	50.00% \$ 71
Agency Total			\$	3,372	\$ 1,567
Department of Transportation					
096	Dell OptiPlex PC	E-13-002	\$	826	100.00% \$ 826
Agency Total:			\$	826	\$ 826

Total All Agencies:

\$ 1,594,611 \$ 980,165

Department of Administrative Services - Budget Office
For the period July 1, 2012 through June 30, 2013
Approved Travel Waiver Detail
Chapter 224:206, Laws of 2011

Agency	Date of Trip	Destination	Waiver #	FY 2013 Estimated Total Cost of Trip	General Fund %	FY 2013 Estimated General Fund Total
Executive Office						
002	9/23-9/28/12	Emmitsburg, MD	T-13-009	\$ 585	10%	\$ 59
				\$ 585		\$ 59
Adjutant General						
012	2/23-2/28/13	Washington, DC	T-13-017	\$ 520	100%	\$ 520
				\$ 520		\$ 520
Department of Justice - Attorney General						
020	7/1/12-6/30/13	Various	T-12-013	\$ -	100%	\$ -
	11/26-11/29/12	Ft. Lauderdale, FL	T-13-016	\$ 1,600	90%	\$ 1,440
Agency Total:				\$ 1,600		\$ 1,440
Department of Safety						
023	7/1/12-6/30/13	Various-Audits	T-12-019	\$ 467	100%	\$ 467
Agency Total:				\$ 467		\$ 467
Department of Resources & Economic Development						
035	7/1/11-7/31/11	300 miles or less from Concord	T-11-041	\$ 2,993	100%	\$ 2,993
	9/12-10/2/12	West Springfield, MA	T-13-012	\$ 1,300	100%	\$ 1,300
	1/4/13-10/20/13	Charlotte, NC	T-13-010	\$ 11,490	100%	\$ 11,490
	1/20/13-1/24/13	Orlando, FL	T-13-011	\$ 3,200	100%	\$ 3,200
	10/19-24/12	Buffalo, NY	T-13-015	\$ 2,250	100%	\$ 2,250
	3/25-3/27/13	Washington, DC	T-13-021	\$ 1,243	9%	\$ 112
Agency Total:				\$ 22,476		\$ 21,346
New Hampshire Veterans Home						
043	7/1/12-6-30-13	Various	T-13-	\$ 95	100%	\$ 95
				\$ 95		\$ 95
Department of Revenue Administration						
084	7/1/11-7/31/11	Various Multi-State Audits	T-12-004	\$ 69,902	100%	\$ 69,902
	8/26-8/29/12	Hartford, CT	T-13-007	\$ 1,170	100%	\$ 1,170
Agency Total:				\$ 71,072		\$ 71,072
Department of Health and Human Services						
	7/1/11-7/31/11	DCYF-Various	T-12-007	\$ 18,355	100%	\$ 18,355
	7/1/11-7/31/11	DJJS-Various	T-12-009	\$ 5,792	100%	\$ 5,792
095	7/9-7/12/12	Baltimore, MD	T-13-002	\$ 2,410	9%	\$ 217
095	7/9-7/12/12	Baltimore, MD	T-13-003	\$ 2,141	9%	\$ 193
095	7/9-7/12/12	Baltimore, MD	T-13-004	\$ 234	9%	\$ 21
095	8/5-8/8/12	Longmont, CO	T-13-006	\$ 2,852	10%	\$ 285
095	10/21-10/26/12	Baltimore, MD	T-13-013	\$ 1,733	10%	\$ 173
095	9/15-9/20/12	Oklahoma City, OK	T-13-014	\$ 1,957	39%	\$ 763
090	4/18-4/24/13	Indianapolis, IN	T-13-018	\$ 2,699	72%	\$ 1,943
090	4/10-4/12/13	Providence, RI	T-13-019	\$ 532	72%	\$ 383
095	05/01-05/03/13	Boston, MA	T-13-022	\$ 78	41%	\$ 32
Department Total:				\$ 38,783		\$ 28,158

Agency	Date of Trip	Destination	Waiver #	FY 2013 Estimated Total Cost of Trip	General Fund %	FY2013 Estimated General Fund Total
Department of Transportation						
096	7/15/12-6/30/13	Burlington, Waltham, Boston	T-13-005	\$ 79	100%	\$ 79
Agency Total:				\$ 79		\$ 79

Total All Agencies:

\$ 135,677

\$ 123,235



State of New Hampshire

FIS 13 198

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

August 8, 2013

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

Dear Representative Wallner:

INFORMATIONAL ITEM

In accordance with Chapter 319:32, Laws of 2003, State Employee Health Insurance; Administrative Services Reporting, I respectfully submit this report regarding the self-funded Health Benefits Program.

- A. Program Activity: The beginning Cumulative Cash Fund Balance as of July 1, 2013 was \$42.3m. To this balance add \$2.6m, which represents Revenue less Expenditures from July 1, 2013 through July 31, 2013. The Ending Cumulative Cash Fund Balance at July 31, 2013 is \$44.9m.

	<i>FY 2013</i> <i>(000's)</i>
Cumulative Cash Fund Balance (<i>July 1, 2013</i>).....	\$ 42,290
Plus: Program Revenue Collected.....	\$ 18,028
Less: Total Expenditures	\$ 15,427
Revenue less Expenditures (<i>July 1 – July 31, 2013</i>).....	\$ 2,601
Cumulative Cash Fund Balance (<i>July 31, 2013</i>)....	\$ 44,891

Note: The above amounts are cash basis only and do not take into consideration IBNR, statutory reserve, accounts payable or receivables.

Source: NH FIRST

- B. Cumulative Cash Fund Balance: As indicated above, the Program's cumulative cash fund balance as of July 31, 2013 is \$42.3m. When claims incurred but not reported (IBNR) of \$13.5m and the statutory reserves of \$15m are taken into consideration, the Program has an adjusted cash fund balance of \$16.3m (all funds). The surplus balance amount does not take into consideration outstanding receipts and payables, which amount to approximately \$4.8m at the time of reporting. When the payables and receivables are

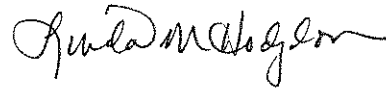
Fiscal Committee of the General Court
August 8, 2013

applied, the overall remaining surplus balance of \$11.5m (total funds) represents approximately 4.3% of the estimated FY2014 annual Program expenditures. It is important to note that working rates are set on a calendar year basis based on an average rate for the midpoint of the year. Accordingly, working rates generate a surplus at the beginning of the calendar year that are spent down in the last six months of the year. A surplus at this time is therefore anticipated and necessary.

- C. Pharmacy Benefit Management Procurement: The Department of Administrative Services (DAS) has issued a comprehensive RFP for a pharmacy benefit manager to administer the prescription drug portion of the employee and retiree health benefit program. DAS is interested in contracting with a qualified, cost-effective vendor that will offer a three-year contract, with an option to extend for up to two years, commencing January 1, 2014.

I am available to address any questions you may have.

Respectfully Submitted,



Linda M. Hodgdon
Commissioner

Attachments

Account	PLAN		FY 2013	ALL FUNDS YTD
	Actives		Fund Balance Jul-12	
Revenue				
Total Revenue			\$ 12,795,007	\$ 12,795,007
Expenditures				
Total Expenditures			\$ 10,888,352	\$ 10,888,352
Net Plan Activity			\$ 1,906,655	\$ 1,906,655
Cummulative Plan Activity	\$ 24,369,598		\$ 26,276,253	\$ 26,276,253

Account	Troopers			
Revenue				
Total Revenue			\$ 274,507	\$ 274,507
Expenditures				
Total Expenditures			\$ 382,266	\$ 382,266
Net Plan Activity			\$ (107,759)	\$ (107,759)
Cummulative Plan Activity	\$ 4,129,135		\$ 4,021,376	\$ 4,021,376

Account	Retiree - U65			
Revenue				
Total Revenue			\$ 2,722,994	\$ 2,722,994
Expenditures				
Total Expenditures			\$ 1,559,654	\$ 1,559,654
Net Plan Activity			\$ 1,163,340	\$ 1,163,340
Cummulative Plan Activity	\$ 9,397,041		\$ 10,560,381	\$ 10,560,381

Account	Retiree - O65			\$ -
Revenue				
Total Revenue			2,235,552	2,235,552
Expenditures				
Total Expenditures			2,597,290	2,597,290
Net Plan Activity			(361,737)	(361,737)
Cummulative Plan Activity	4,394,698		4,032,960	4,032,960
Total Retirees	\$ 13,791,739		\$ 14,593,341	\$ 14,593,341

Plan Summary Information:

Total Program Revenue				
001 GHRS			16,616,084	\$ 16,616,083.54
005 Cobra/NHRS			1,339,382	\$ 1,339,381.81
006 Rx Rebate			(999,544)	\$ (999,544.15)
007 Interest Earned			-	\$ -
008 Employee Contributions			850,871	\$ 850,870.98
009 Non-GHRS			221,267	\$ 221,267.45
Performance Guarantees/Recov			-	\$ -
Total Combined Revenue			18,028,060	\$ 18,028,059.63
Total Program Expenditures				
HB Employee Salary Costs			-	\$ -
HB Employee Benefit Costs			-	\$ -

Account	PLAN	FY 2013		ALL FUNDS
	Actives	Fund Balance	Jul-12	YTD
Medical Claims			12,270,327	- \$ 12,270,327
Medical Administration			3,500	- \$ 3,500
Enrollment Services			-	- \$ -
Exercise Incentive			-	- \$ -
Consulting			33,312	- \$ 33,312
Pharmacy Claims			2,977,576	- \$ 2,977,576
Pharmacy Administration			40,174	- \$ 40,174
HRA Claims			58,176	- \$ 58,176
HRA Administration			9,968	- \$ 9,968
Other Expenses			34,528	- \$ 34,528
Assess/Vaccn Fees			-	- \$ -
Total Combined Expenses			15,427,562	- \$ 15,427,562
Net Plan Fund Activity			2,600,498	- \$ 2,600,498
Cummulative Net Fund Activity	42,290,472		44,890,970	- \$ 44,890,970

Less:

Less:

IBNR	(13,549,000)
Statutory Reserve (≥5%)	
Actives	(9,017,898)
Troopers	(2,249,564)
Retirees	(3,754,984)
	<u>\$ 16,319,524</u>

DENTAL

Revenue				
Total DENTAL Revenue - PLAN		849,153	-	849,153
Expense				
Total DENTAL Expense - PLAN		739,795	-	739,795
Net Plan Fund Activity - PLAN		109,358	-	109,358
Cummulative Fund Balance	1,683,832	1,793,191	1,793,191	1,793,191

Less:

IBNR	(300,000)
Statutory Reserve (≥5%)	(542,172)

\$ 951,019

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

FIS 13 201

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

August 19, 2013

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

Re: Informational Item

Pursuant to RSA 318-B:17-c,II, we submit the attached report on the grants provided by the Drug Forfeiture Fund. As you are aware, this fund consists of both judicial and administrative forfeitures of money and property seized in drug-related activity. In accordance with RSA 318-B:17-b, after deductions, 10% of the money is forwarded to the Division of Drug and Alcohol Prevention and Recovery, 45% is returned to the agency responsible for the seizure, and the balance is deposited into the Drug Forfeiture Fund. Grants are then made from this fund to agencies for drug use prevention and enforcement purposes.

In accordance with our statutory responsibilities, we respectfully submit this annual report on the Drug Forfeiture Fund.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Joseph A. Foster".

Joseph A. Foster
Attorney General

JAF/rf
Enc.

#939891

State Drug Forfeiture Fund
July 1, 2012 through June 30, 2013

Beginning Balance	Revenue Received	Expended	Balance 6/30/2013
\$387,558	\$118,556	(\$55,225)	\$450,889

Expenditures consist of one grant to the Berlin PD in the amount of \$19,886.

The remaining expenses (\$35,339) are the reimbursements to law enforcement agencies for drug forfeiture cases and expenses at the NH Attorney General's Drug Task Force.

The State of New Hampshire
ADMINISTRATIVE OFFICE OF THE COURTS

Donald D. Goodnow, Esq.
Director

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(603) 271-2521
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August 29, 2013

The Honorable Mary Jane Wallner, Chair
Fiscal Committee of the General Court
State House, Room 102
Concord, NH 03301

Catherine A. Provencher
New Hampshire State Treasurer
25 Capitol Street
Room 121
Concord, NH 03301

Informational Item

Re: Report of Income and Expenditures of the Judicial Branch Information
Technology Fund: RSA 490:26-h, IV

Dear Chairwoman Wallner and State Treasurer Provencher:

RSA 490:26-h, IV requires that the judicial branch report on income and expenditures of the judicial branch information technology fund to the fiscal committee of the general court and to the state treasurer 60 days after the close of each fiscal year. This report covers the period from July 1, 2012 through June 30, 2013.

The legislature created the judicial branch information technology fund in the 2009 legislative session. This fund has provided a necessary, dependable, and user-supported revenue stream "for maintenance and infrastructure renewal of judicial branch information technology, including both hardware and software...", pursuant to RSA 490:26-h (b). Judicial branch projections of funding needs and revenue have been accurate and the fund has been a very successful mechanism for paying for judicial branch hardware and software maintenance and renewal outside of general fund appropriations.

About one year ago, we identified \$1.3 million in additional hardware and software maintenance costs related primarily to:

1. New Hampshire e-Court Project software maintenance;
2. Enterprise Cloud computing;
3. Carrier Ethernet data lines;
4. Supreme court software upgrades; and
5. Increases in supreme court and trial court software maintenance

To meet this ongoing need, the judicial branch proposed an amendment to RSA 490:26-h to increase revenue to the judicial branch information technology fund while preserving the existing stream of revenue to the general fund. The legislature adopted the proposed amendment which changed the percentages of entry fees that are directed into the judicial branch information technology fund and made other minor statutory changes, effective July 1, 2013. Consistent with these legislative changes, the New Hampshire Supreme Court amended filing fee schedules to increase most filing fees in the amounts necessary to yield the \$1.3 million increase to the judicial branch information technology fund.

Expenditures projected for FY 2014 include support of hardware and software maintenance described in the five items above, using additional revenue that will be generated in implementation of the amendments to RSA 490:26-h.

Please contact me if you have any questions concerning this report.

Sincerely,



Donald D. Goodnow, Esq.
Director

DG:llm

Appendix A			
FY 2013 IT Dedicated Fund			
Projected and Actual Expenditures			
	Projected	Actual	Expenditures
	Yearly Average	Revenue	& Encumbrances
	Expenditure		
Operations (including SW Maint)	\$965,612		\$940,132
Hardware Maintenance	\$276,800		\$115,606
Telecommunications Lines, Internet/CMS	\$216,000		\$370,112
Payments to Tyler outside the J-ONE grant	\$100,000		\$68,640
Supreme Court CMS SW Maint	\$68,019		\$69,458
Public Access Servers/Server Farm	\$5,833		
Admin System Replacement	\$40,000		
Document Imaging	\$66,667		
Unencumbered balance from FY 2012		\$120,938	
FY 2013 Revenue		\$1,448,861	
Total	\$1,738,931	\$1,569,800	\$1,563,947

Appendix B
New Hampshire Judicial Branch
RSA 490:26-h, IV (Dedicated IT Fund)
FY 2013 Actual Expenditures

Operations (including Software Maintenance)

Software Maintenance

Support and maintenance for business, development, and utility application software. Seventy-eight percent of the funds in this section are dedicated to the maintenance agreement on the Odyssey trial court case management system.

The range and scope of software maintenance expenditures were consistent with past expenditures.

Server/Disk Infrastructure

Replacement of an aged core server and storage infrastructure to a server virtualization framework, providing less cost, less consumed physical space, improved administrative support, decreased disaster recovery time, less staff down time, decreased power usage, improved scalability, and reduced maintenance costs. Plans are for a six-year replacement cycle. At thirty-five percent, the data storage area is the highest cost in this section.

Additional components of the server virtualization framework were purchased and implementation continued in fiscal year 2013, including the replacement of a decade old e-Mail server with a Microsoft Exchange server.

Infrastructure Upgrade Cycle

Maintenance of an industry accepted hardware upgrade cycle for court system staff including workstations, monitors, printers, and satellite court servers. Expenditures related to the five-year replacement cycle for staff desktop PCs account for half of the funds dedicated in this section.

Due to a considerable acceleration of the workstation and software update portions of our five-year infrastructure upgrade cycle to accommodate a release of our case management system in

fiscal year 2010, and a strategic cost saving shift towards enterprise licensing, seventy-three percent of FY2013 expenditures in this area went towards a Microsoft Enterprise License in support of court wide upgrade to Microsoft Office 2010.

Network Infrastructure

Maintenance of an industry accepted upgrade cycle for the network hardware that allows the courts and the AOC to communicate with the core server framework through the SPOTS network.

We spent more money than originally planned for routers and switches in FY2013 as we continued to update our network infrastructure for three reasons:

1. We must reduce the risks related to demands on our aged network routers and switches;
2. We are migrating to Carrier Ethernet to provide the bandwidth needed for videoconferencing, the NH E-Court Project, and Voice Over Internet Protocol telephone services; and
3. We now provide wireless network access to court staff and are planning to provide wireless Internet access to the public in all courthouses.

Hardware Maintenance

Maintenance costs for service contracts on court system information technology hardware.

Due to the acceleration of the workstation upgrade cycle and its inherent influx of vendor warranties with the new units, the number of billable workstation service calls was significantly minimized and resulted in a smaller expenditure in this area than expected. The IBM maintenance contracts for court servers and printers were the largest expenditures in Hardware Maintenance, as anticipated.

Telecommunications Lines, Internet/CMS

Licensing costs to maintain T1 communication with the SPOTS network needed for trial court connection to Odyssey and access to the Internet.

FY2013 expenditures in this area were seventy percent higher than projected, due to increased line costs for Carrier Ethernet and a newly introduced nine dollar per PC fee charged by the Department of Safety for use of their network.

Payments to Tyler outside the J-ONE grant

Although federal funds are providing enhancements to Odyssey in support of the J-ONE initiative, there is an on-going need for funds to support other business process improvement modifications to Odyssey.

We took resources away from Odyssey enhancement projects so we could assign staff to the NH E-Court Project. Consequently, expenditures in this area were 30 % lower than projected.

Supreme Court CMS Software Maintenance

The cost of support and maintenance for the Supreme Court's case management system, C-Track.

The general range and scope of the Supreme Court CMS Software Maintenance expense was as expected.

Public Access Servers/Server Farm

The estimated cost of the planned infrastructure to allow the court system to provide case information access and eFiling capability to the public.

We plan to incorporate public access and server farms into the NH E-Court Project. Consequently, there were no expenditures in this area in FY2013.

Administrative Systems Replacement

Estimated cost to replace the court system's administrative, financial, and personnel applications which are maintained on an aging and unsupported application and database.

Due to lower costs for hardware and software on which the new application framework will reside, there were no expenditures in this area.

Document Imaging

Cost to replace and maintain the aged and unsupported document imaging process in the probate courts.

Due to limited staff resources and a need to consolidate imaging functionality with the newly initiated NH E-Courts Project, there were no expenditures in this area.

Appendix C		
FY 2014 IT Dedicated Fund		
Projected Expenditures		
	Projected	Projected
	Yearly Average	Expenditures
	Expenditure	
Operations (including SW Maint) - Appx A	\$2,065,663	\$1,912,720
Hardware Maintenance - Appx B	\$119,621	\$97,183
Telecommunications Lines, Internet/CMS	\$440,000	\$440,000
Software Application Enhancements	\$400,000	\$275,000
Total	\$3,025,283	\$2,612,903

Appendix D
New Hampshire Judicial Branch
RSA 490:26-h, IV (Dedicated IT Fund)
FY 2014 Projected Expenditures

Operations (including Software Maintenance)

Software Maintenance

Support and maintenance for business, development, and utility application software. Funds in this section will support critical application software maintenance, including maintenance of the case management systems, the jury management system, NH E-Court, and Microsoft Enterprise licensing.

We are expecting the general range and scope of software maintenance expenses to be lower than originally projected, due to the full rollout of NH E-Court.

Server/Disk Infrastructure

Maintenance and renewal of a server virtualization framework, providing less cost, less consumed physical space, improved administrative support, decreased disaster recovery time, less staff down time, decreased power usage, improved scalability, and reduced maintenance costs.

The core components of the server virtualization framework were purchased in fiscal years 2011 and 2012. In 2013, we added substantial processing power and storage space in anticipation of NH E-Court. We are expecting to make significant additional strides in this area of critical infrastructure renewal to provide a durable and scalable server/storage environment for the future.

Infrastructure Upgrade Cycle

Maintenance of an industry accepted hardware upgrade cycle for court system staff including workstations, monitors, printers, and satellite court servers.

We will install Windows 7, in preparation for the NH E-Court Project. To accomplish this upgrade, we will accelerate our workstation upgrade plan. Hardware expenditures in this area will likely exceed earlier projections.

Network Infrastructure

Maintenance of an industry accepted upgrade cycle for the network hardware that allows the courts and the AOC to communicate with the core server framework through the SPOTS network.

We are expecting to spend more money than originally planned for routers and switches to provide wireless Internet access to the public in all courthouses.

Hardware Maintenance

Maintenance costs for service contracts on court system IT hardware.

We are expecting the general range and scope of Hardware Maintenance expenses to be consistent with earlier projections.

Telecommunications Lines, Internet/CMS

Licensing costs to maintain Carrier Ethernet communication with the SPOTS network needed for court connection to the Case Management Systems, the Jury Management System, Videoconferencing, NH E-Court and access to the Internet.

We are expecting the general range and scope of Telecommunications Line expenses to be consistent with earlier projections.

Software Application Enhancements

There is an on-going need for funds to support business process improvement modifications to our existing software applications. This includes application software such as the Case Management Systems, the Jury Management System and NH E-Court.

We are expecting the general range and scope of Software Application Enhancements expenses to be lower than earlier projections as business and IT development resources are focused on implementation of NH E-Court.