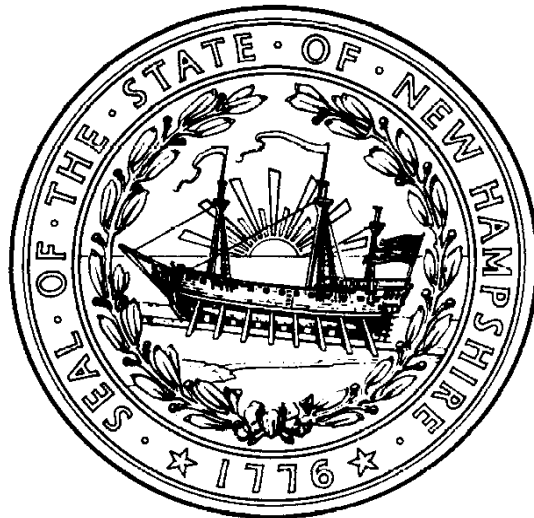
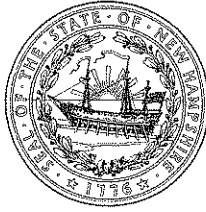


# **FISCAL COMMITTEE**



**Meeting of September 26, 2014  
10:00 a.m.  
Room 210-211, LOB**



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

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

## State of New Hampshire

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

September 18, 2014

To the Members of the Fiscal Committee  
of the General Court

The Chairman of the Fiscal Committee of the General Court, as established by RSA 14:30-a, of which you are a member, has requested that you be notified that the Fiscal Committee will hold a regular business meeting on **Friday, September 26, 2014**, at 10:00 a.m. in Room 210-211 of the Legislative Office Building.

Please find attached information to be discussed at that meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffry A. Pattison".

Jeffry A. Pattison  
Legislative Budget Assistant

JAP/pe  
Attachments

FISCAL COMMITTEE  
AGENDA

Friday, September 26, 2014 in Room 210-211 of the Legislative Office Building

**10:00 a.m.**

- (1) Acceptance of Minutes of the July 25, 2014 meeting

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

- (2) Old Business:

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

FIS 14-120 Department of Education – authorization to establish one (1) full-time temporary Program Assistant II position for the period of August 8, 2014 through June 30, 2015. Held Over by Special Order 07/25/14

**FIS 14-130 Additional Information** – **letter of intent, dated September 10, 2014, to withdraw the pending hearing aid item** as requested in FIS 14-130 Department of Health and Human Services - Pursuant to Chapter 3:2 (SB 413), Laws of 2014, request Committee approval of various state plan amendments for the NH Health Protection program; 1) submitting a further state plan amendment to remove non-emergency services from coverage under the Alternative Benefit Plan for the new adult group, and 2) request to add coverage for hearing aids for the new adult group for those over age 21, as specified in the request dated July 22, 2014. Tabled 07/25/14

**CONSENT CALENDAR**

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

**FIS 14-142 Department of Environmental Services – accept and expend \$270,270**

**FIS 14-143 Department of Justice – authorization to amend FIS 13-191, approved September 13, 2013, by extending the end date from September 30, 2014 to June 30, 2015, with no increase in funding**

**FIS 14-144 Department of Resources and Economic Development – accept and expend \$159,725**

**FIS 14-148 Department of Health and Human Services – accept and expend \$239,619**

**FIS 14-149 Department of Transportation – accept and expend \$675,000**

**FIS 14-156 Office of Energy and Planning – authorization to amend FIS 14-048, approved April 25, 2014, by reallocating \$42,331.96 in federal ARRA funds through November 1, 2014**

**FIS 14-157 New Hampshire Fish and Game Department – accept and expend \$910,000**

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

**FIS 14-151 Department of Corrections – authorization to 1) budget and expend \$308,923 in prior year balance forward federal funds through June 30, 2015, and 2) authorization to establish one (1) part-time temporary Administrator IV positions through June 30, 2015**

**FIS 14-152 Department of Safety – authorization to 1) amend FIS 14-034, approved March 21, 2014, by extending the end date from September 30, 2014 to June 30, 2015, with no increase in funding, and 2) authorization to amend FIS 14-034, approved March 21, 2014, by extending a consultant position end date from September 30, 2014 to June 30, 2015, with no increase in funding**

- (5) **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 14-150 Department of Transportation – authorization to 1) accept and expend \$500,000 in prior year carry forward Special Railroad funds, and 2) authorization to expend an amount not to exceed \$500,000 from the Special Railroad Fund for the maintenance and repair of State-owned railroad lines and bridges through June 30, 2015**

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

**FIS 14-153 Department of Education – authorization to reclassify vacant Position #13164 from Administrator III, labor grade 31, to Executive Project Manager, labor grade 35**

- (7) **RSA 215-A:23, IX, and RSA 215-C:39, X, Registration Fees:**

**FIS 14-146 New Hampshire Fish and Game Department – authorization to transfer \$250,000 of unexpended funds from Excess Registration Fees to the Fish and Game OHRV Fiscal Year 2015 Operating Budget**

- (8) **Chapter 143:4, Laws of 2013, Lottery Commission; Authority Granted:**

**FIS 14-145 New Hampshire Lottery Commission – authorization to offer, in conjunction with the Multi-State Lottery Association (MUSL), and approximately twenty-three other United States based lotteries, a new lottery game to be known as Monopoly Millionaire’s Club beginning October 19, 2014**

(9) Chapter 144:31, Laws of 2013, Department of Administrative Services; Transfer Among Accounts and Classes:

FIS 14-159 Department of Administrative Services – authorization to transfer \$226,769 within and among accounting units and create three (3) new expenditure classes through June 30, 2015

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

FIS 14-132 Department of Transportation – authorization to establish various non-budgeted classes in various accounting units and transfer \$177,500 within Turnpike Fund accounting units and classes through June 30, 2015

FIS 14-136 Department of Transportation – authorization to establish a non-budgeted class and transfer \$172,980 between accounts through June 30, 2015

FIS 14-154 Department of Transportation – authorization to establish various non-budgeted classes in various accounting units and to transfer \$349,466 between various accounts and classes through June 30, 2015

(11) Miscellaneous:

(12) Informational Materials:

LBAO Report on Additional Revenues for the Biennium Ending June 30, 2015 – Fiscal Committee Approvals through July 25, 2014 (RSA 14:30-a, VI and Chapter 224:14, II, Laws of 2011)

LBAO Report on American Recovery and Reinvestment Act (ARRA) Stimulus Funding – Fiscal Committee Approvals through July 25, 2014 (RSA 14:30-a, VI and Chapter 224:14, II, Laws of 2011)

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

Joint Legislative Facilities Committee  
Legislative Branch  
Detail of Balance of Funds Available  
Fiscal Year 2015  
As of 07/31/14

Joint Legislative Facilities Committee  
Legislative Branch  
Detail of Balance of Funds Available  
Fiscal Year 2015  
As of 08/31/14

FIS 14-131 Energy Efficiency and Sustainable Energy Board – letter from Acting Chair of the New Hampshire Energy Efficiency and Sustainable Energy Board, dated July 25, 2014, regarding recent Alternative Compliance Payment revenue received by the Public Utilities Commission that exceeds the current legislative appropriation for the PUC's Renewable Energy Fund for SFY 2015

FIS 14-133 New Hampshire Lottery Commission – Chapter 144:15, Laws of 2013 – Quarterly report on the status of the incentive employee recognition program for the sale of instant tickets

FIS 14-134 New Hampshire Lottery Commission – RSA 284:21-f – Report of 100% Lottery fund transfers made in FY 2014

FIS 14-135 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 8, 2014

FIS 14-137 Administrative Office of The Courts – RSA 490:26-h, IV – Annual Report of Income and Expenditures of the Judicial Branch Information Technology Fund for the period from July 1, 2013 through June 30, 2014

FIS 14-138 Department of Justice – RSA 21-M:5, VI – Annual Report of Litigation Expenditures for the period of July 1, 2013 through June 30, 2014

FIS 14-139 Department of Resources and Economic Development – Chapter 144:22, Laws of 2013 – Transfer of funds for the Division of Travel and Tourism Development’s Welcome Information Centers for the quarter ending June 30, 2014

FIS 14-141 Department of Resources and Economic Development – RSA 12-A:28 – Transfer of funds for Cannon Mountain ski area for the quarter ending June 30, 2014

FIS 14-147 Department of Justice – RSA 318-B:17-c, II – Annual Report of the State Drug Forfeiture Fund from July 1, 2013 through June 30, 2014

FIS 14-155 Department of Environmental Services – response, dated August 11, 2014, to Committee inquiry at the July 25, 2014 meeting regarding the number of cell phones utilized by the staff of the Department

FIS 14-160 Department of Resources and Economic Development – RSA 216-A:3-m, II – Transfer of funds for the Division of Parks and Recreation for the quarter ending June 30, 2014

FIS 14-161 Department of Health and Human Services – Chapter 224:298, Laws of 2011 – Sean William Corey Pilot Program Report for the period of July 1, 2011, ending July 1, 2014

FIS 14-162 Department of Resources and Economic Development – RSA 215-A:3, II-b and RSA 215-C:2, VIII-b – Transfer of funds for the Bureau of Trails for the quarter ending June 30, 2014

FIS 14-163 Department of Health and Human Services – June 2014 Operating Statistics Dashboard report for the fiscal year ending June 30, 2014

FIS 14-164 Department of Health and Human Services – July 2014 Operating Statistics Dashboard report for the fiscal year ending June 30, 2015

10:30 a.m.

Audits:

State of New Hampshire  
Judicial Council  
Financial Audit Report  
For The Nine Months Ended  
March 31, 2014

(13) Date of Next Meeting and Adjournment

FISCAL COMMITTEE OF THE GENERAL COURT

MINUTES

July 25, 2014

The Fiscal Committee of the General Court met on Friday, July 25, 2014 at 10:00 a.m. in Room 210-211 of the Legislative Office Building.

Members in attendance were as follows:

Representative Mary Jane Wallner, Chair  
Representative Daniel Eaton  
Representative Bernard Benn (Alternate)  
Representative Katherine Rogers (Alternate)  
Representative Richard Barry (Alternate)  
Senator Jeanie Forrester, Vice Chair  
Senate President Chuck Morse  
Senator John Reagan (Alternate)  
Senator Sylvia Larsen  
Senator Andy Sanborn

Chairman Wallner opened the meeting at 10:06 a.m.

ACCEPTANCE OF MINUTES:

On a motion by Representative Eaton, seconded by Senator Forrester, that the minutes of the June 9, 2014 meeting be accepted as written. MOTION ADOPTED.

OLD BUSINESS:

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

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**

At the request of Senator Sanborn, FIS 14-126 Department of Environmental Services was removed from the Consent Calendar.



On a motion by Representative Eaton, seconded by Senator Reagan, that the Committee approve the remaining requests under this section as submitted. MOTION ADOPTED. [FIS 14-119 Department of Administrative Services – accept and expend \$105,670]

FIS 14-126 Department of Environmental Services – Susan Carlson, Chief Operations Officer, Department of Environmental Services presented the request and responded to questions of the Committee.

On a motion by Representative Eaton, seconded by Senator Larsen, that the Committee approve the request of the Department of Environmental Services to amend FIS 13-246, approved November 22, 2013, by reallocating \$80,900 in MTBE Settlement funds through June 30, 2015. MOTION ADOPTED.

RSA 124:15 POSITIONS RESTRICTED:

**CONSENT CALENDAR**

At the request of Senator Sanborn, FIS 14-120 Department of Education, was removed from the consent calendar.

FIS 14-120 Department of Education – Susan Folsom, Business Administrator, Division of Business Finance, and Patricia Edes, Administrative Assistant, Division of Higher Education, Department of Education presented the request and responded to questions of the Committee.

On a motion by Senator Morse, seconded by Senator Sanborn, that the Committee table the request of the Department of Education to establish one (1) full-time temporary Program Assistant II position for the period of August 8, 2014 through June 30, 2015. MOTION FAILED. (5-Yes, 5-No)

On a motion by Representative Eaton, seconded by Representative Benn, that the Committee approve the request of the Department of Education to establish one (1) full-time temporary Program Assistant II position for the period of August 8, 2014 through June 30, 2015. MOTION FAILED. (5-Yes, 5-No)

On a motion by Senator Sanborn, seconded by Senator Forrester, that the Committee table the request of the Department of Education to establish one (1) full-time temporary Program Assistant II position for the period of August 8, 2014 through June 30, 2015. MOTION FAILED. (5-Yes, 5-No)

On a motion by Senator Sanborn, seconded by Representative Eaton, that the Committee special order to the next meeting the request of the Department of Education to establish one (1) full-time temporary Program Assistant II position for the period of August 8, 2014 through June 30, 2015. MOTION ADOPTED.

RSA 21-I:56, II, RECLASSIFICATION OF POSITIONS OR INCREASES:

FIS 14-121 Department of Health and Human Services – On a motion by Representative Eaton, seconded by Senator Larsen, that the Committee approve the request of the Department of Health and Human Services to reclassify Position #40399 from Data Processing Project Manager, labor grade 31, to Executive Project Manager, labor grade 35. MOTION ADOPTED. (8-Yes, 2-No)

RSA 162-H:21, III, FUND ESTABLISHED; FUNDING PLAN:

FIS 14-128 Public Utilities Commission – On a motion by Senator Sanborn, seconded by Representative Eaton, that the Committee approve the request of the Public Utilities Commission, pursuant to RSA 162-H:21, III, as amended by and contingent upon passage of SB 245-FN, Laws of 2014, for approval on behalf of the Site Evaluation Committee (SEC) of the expenditure of \$373,534 by the SEC to be used to fund the operating costs of the SEC through June 30, 2015. MOTION ADOPTED.

LATE ITEM:

FIS 14-130 Department of Health and Human Services – Nicholas Toumpas, Commissioner, Department of Health and Human Services presented the request and responded to questions of the Committee.

On a motion by Representative Eaton, seconded by Senator Larsen, that the Committee divide the question and adopt item #2 only of the request of the Department of Health and Human Services to add coverage for hearing aids for the new adult group for those over age 21 to the Alternative Benefit Plan under the New Hampshire Health Protection Program. MOTION FAILED. (5-Yes, 5-No)

On a motion by Senator Sanborn, seconded by Senator Forrester, that the Committee table the entire request of the Department of Health and Human Services to 1) remove non-emergency services from coverage under the Alternative Benefit Plan for the new adult group, and 2) add coverage for hearing aids for the new adult group for those over age 21 to the Alternative Benefit Plan under the New Hampshire Health Protection Program. MOTION ADOPTED.

INFORMATIONAL MATERIALS:

FIS 14-118 Department of Administrative Services – Chapter 319:32, Laws of 2003 – Joseph Bouchard, Assistant Commissioner, and Catherine Keane, Director of Risk Management, Department of Administrative Services responded to questions of the Committee regarding the State Employee Health Insurance - report regarding the self-funded health benefits program from July 1, 2013 through March 31, 2014.

The informational items were accepted and placed on file.

10:30 A.M.  
AUDITS:

State of New Hampshire, Department of Education, Chartered Public School Approval Process, Performance Audit Report, July 2014 – Dr. Stephen Fox, Performance Audit Supervisor, and John Clinch, Senior Audit Manager, Audit Division, Office of Legislative Budget Assistant presented the report and responded to questions of the Committee. Paul Leather, Deputy Commissioner, and Caitlin Davis, Internal Auditor, Department of Education were present to respond to questions of the Committee.

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

DATE OF NEXT MEETING AND ADJOURNMENT

The next regular meeting of the Fiscal Committee was set for Friday, September 26, 2014 at 10:00 a.m. (Whereupon the meeting adjourned at 10:54 a.m.)

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Representative Ken Weyler, Clerk



# State of New Hampshire

FIS 13 081

HOUSE OF REPRESENTATIVES

CONCORD

February 27, 2013

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

Dear Representative Wallner and Members of the Committee,

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

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

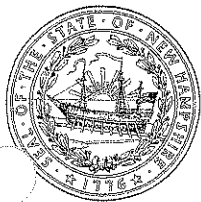
1. Department of Corrections, Division of Community Corrections.
2. Department of Health and Human Services, Health Facilities Administration, Assisted Living and Nursing Facility Inspections.
3. Department of Health and Human Services, Electronic Benefit Transfer Cards.
4. Department of Resources and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

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

Sincerely,

A handwritten signature in black ink, appearing to read "Lucy Weber".

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



# State of New Hampshire

FIS 13-081  
Additional Information

HOUSE OF REPRESENTATIVES

CONCORD

December 6, 2013

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

Dear Representative Wallner and Members of the Committee,

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

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

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

With best regards,

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

Lucy Weber, Chair  
Joint Legislative Performance Audit and Oversight Committee



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

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

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

June 20, 2014

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

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

**REQUESTED ACTION**

1. Pursuant to RSA 124:15, authorize the Department of Education to establish one Program Assistant II position, Labor Grade 15, within class 059 (Full Time Temporary) for the purpose of administrative support, effective upon Fiscal Committee and Governor and Council approval for the period of August 8, 2014 through June 30, 2015.
2. Pursuant to RSA 21-N:8-a, authorize the Department of Education to budget and expend \$49,804 of revenue in excess of estimate in Higher Education Funds, effective upon Governor and Council approval through June 30, 2015. 100% Agency Income.

Funds will budget as follows:

**Administration Fees  
06-56-56-566510-6777  
403180**

<u>Class</u>	<u>Description</u>	<u>FY15 Current Budget</u>	<u>Requested Action</u>	<u>New Budget</u>
020	Current Expenses	\$4,150	-0-	\$4,150
021	Food Institutions	\$500	-0-	\$500
022	Rents-Leases Other Than State	\$1	-0-	\$1
026	Organizational Dues	\$1,838	-0-	\$1,838
027	Transfers to OIT	\$1	\$2,099	\$2,100
028	Rent	-0-	\$2,400	\$2,400

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

Her Excellency, Governor Margaret Wood Hassan  
 and The Honorable Council  
 State House  
 Concord, NH 03301  
 Page 2

029	Intra-Agency Transfers	\$200	-0-	\$200
030	Equipment New/Replacement	\$1,000	-0-	\$1,000
039	Telecommunications	-0-	\$420	\$420
040	Indirect Costs 7.7%	-0-	\$4,200	\$4,200
042	Post Retirement 7.5%	-0-	\$2,314	\$2,314
057	Books, Periodicals, Subscriptions	\$150	-0-	\$150
059	Salary Temporary Employees	-0-	\$26,103	\$26,103
060	Benefits	-0-	\$12,268	\$12,268
070	In State Travel	\$1,000	-0-	\$1,000
080	Out of State Travel	\$7,000	-0-	\$7,000
102	Contracts for Program Services	\$5,000	-0-	\$5,000
235	Transcription Services	\$500	-0-	\$500
<b>TOTAL</b>		<b>\$21,340</b>	<b>\$49,804</b>	<b>\$71,144</b>
<b><u>Revenue Source</u></b>	<b><u>Description</u></b>	<b><u>Revenue Appropriation</u></b>	<b><u>Requested Action</u></b>	<b><u>New Revenue</u></b>
Class 007	Administration Fees	(\$21,340)	(\$49,804)	(\$71,144)

### EXPLANATION

The passage of HB 2, Chaptered Law 224 during the 2011 Legislative Session, abolished seven (7) positions, including two positions responsible for accounting duties and two positions responsible for financial aid programs. This position will provide administrative and program support for programs administered by the Division of Higher Education. This includes responsibility for the maintenance and availability of student transcripts of closed career schools and colleges, support for financial aid and grant programs, assistance with reviewing and compiling reports to comply with state and federal regulations, and assisting staff with budgeting and accounting responsibilities.

The following appropriation authorities are being requested:

- Class 028 – Rent
- Class 039 - Telecommunications
- Class 040 – Indirect Costs
- Class 042 – Post Retirement Benefits/Additional Fringe Benefits
- Class 059 - Salary Temporary Employees
- Class 060 – Benefits

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

Her Excellency, Governor Margaret Wood Hassan  
and The Honorable Council  
State House  
Concord, NH 03301  
Page 3

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

1. List All Personnel involved :

One Program Assistant II, Labor Grade 15, Annual Salary of \$26,103

2. Nature, Need, and Duration:

This position is administrative in nature. Due to the loss of seven (7) positions in 2011, administrative support has been lacking for functions of the Division since July 1, 2011. A request for this position will be budgeted in the 2016-2017 budget cycle.

3. Relationship to Existing Agency Programs:

The Division of Higher Education consists of the College & University Regulation, Office of Career School Licensing, Closed School Transcript Requests, Financial Aid, College Access Challenge Grant, and the Veterans Education Services. Each function has been responsible for accounting practices. This position would dramatically help with staff workloads.

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

No.

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

We did not have adequate funds to support this position.

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

N/A

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

Source of Funds – 67770000, Class 007 (Other Funds) from 8-8-14 to 6-30-15  
Annual fees collected for college and university activity = \$60,000  
Annual fees collected for closed school transcripts = \$15,000  
Estimated funds required to support position annually = \$49,804



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

Her Excellency, Governor Margaret Wood Hassan  
and The Honorable Council  
State House  
Concord, NH 03301  
Page 4

**FISCAL SITUATION**

Higher Education Fund, Non-Lapsing Balance Forward	\$106,219.98
FY14 Revenue through 5/31/14	\$73,440.00
Total Revenue	\$179,659.98
FY14 Expenses through 5/31/14	-\$4,308.53
Net Revenue	\$175,351.45
Revenue being requested to appropriate	\$49,804.00

Respectfully submitted,



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

Enclosures (2): Department of Personnel Approval  
SJD for Position



**LINDA M. HODGDON**  
Commissioner  
(603) 271-3201

*State Of New Hampshire*  
**DIVISION OF PERSONNEL**  
Department of Administrative Services  
State House Annex – 28 Capitol Street  
Concord, New Hampshire 03301

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

June 5, 2014

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

Regarding: Request to establish one (1) full-time temporary Program Assistant II, labor grade 15

Dear Ms. Miller:

This letter is to confirm that the Division of Personnel supports the creation of a full-time temporary Program Assistant to be located in the Division of Higher Education – Higher Education Commission.

This is preliminary support for funding purposes only. Further action is contingent upon Fiscal and Governor and Council approval of funding. Upon receiving such approval, it will be necessary for you to submit a request to create the position via the NH FIRST system. At that time, a formal review to confirm/determine proper classification will be completed.

Thank you.

Very truly yours,

Classification & Compensation Administrator

Cc: Sara J. Willingham, Director of Personnel

## SUPPLEMENTAL JOB DESCRIPTION

Classification: Program Assistant II

Function Code:

Position Title: Program Assistant II

Date Established:

Position Number:

Date of Last Amendment:

SCOPE OF WORK: To provide administrative and program support for programs administered by the Division of Higher Education.

### ACCOUNTABILITIES:

- Supports supervisor with functions relating to all Division programs.
- Responsible for the maintenance and availability of student transcripts of closed schools.
- Assists with financial aid programs.
- Responds to oral and written inquiries from the public regarding higher education functions.
- Assists in compiling and reviewing documents, reports, forms and data for accuracy, compliance, and conformity to state law and agency regulations, including statutes and administrative rules.
- Assists supervisor in the preparation of materials for internal and external meetings.
- Assists staff with program budgets and accounting responsibilities.
- Assists supervisor with administrative duties, as assigned.

### MINIMUM QUALIFICATIONS:

**EDUCATION:** Associate's degree from a recognized college or technical institute with major study in a field relevant to program area in which position is assigned. Each additional year of approved formal education may be substituted for one year of required work experience.

**EXPERIENCE:** Three years of experience in a field or occupation relevant to program area in which position is assigned, with responsibility for providing program

information to others. Each additional year of approved work experience may be substituted for one year of required formal education.

License/Certification: None Required

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

**SIGNATURES:**

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

\_\_\_\_\_  
Employee's Name and Signature

\_\_\_\_\_  
Date Reviewed

Supervisor's Name and Title: Patricia M. Edes, Program Specialist II

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

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date Reviewed

\_\_\_\_\_  
Division of Personnel

\_\_\_\_\_  
Date Approved



# State of New Hampshire

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
129 PLEASANT STREET, CONCORD, NH 03301-3857  
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FIS 14 130

New Number: 603-271-9200

NICHOLAS A. TOUMPAS  
COMMISSIONER

July 22, 2014

The Honorable Mary Jane Wallner  
and Members of the Fiscal Committee of the General Court  
107 North Main Street  
Concord, NH 03301

Re: Request For Approval – State Plan Amendment

Dear Chairman Wallner and Members of the Committee:

## REQUESTED ACTION

Pursuant to Chapter 3:2 laws of 2014 (SB 413) the Department is requesting the Committee's approval of various state plan amendments for the New Hampshire Health Protection Program.

1. The Department is submitting a state plan amendment to remove non-emergency services from coverage under the Alternative Benefit Plan for the new adult group, for action by the Committee and;
2. Pursuant to Chapter 3:2 laws of 2014 (SB 413) the Department is asking for approval to add coverage for hearing aids for the new adult group for those over age 21.

## BACKGROUND

The Department advised the Fiscal Committee at the May 22, 2014 meeting that it was prepared to bring forward a further Medicaid state plan amendment to address concerns over the inefficient use of hospital emergency rooms for non-emergency services. The Department informed the Committee that non-emergency use of hospital emergency departments is not an essential health benefit that would apply to the new adult group to be covered under the New Hampshire Health Protection Program. As a result, the Department issued a public notice for the further change to the Alternative Benefit Plan (ABP) that will apply to the new adult group to remove non-emergency services performed in hospital emergency departments from coverage.

If approved by Fiscal and the Centers for Medicare and Medicaid Services (CMS), the Amended ABP SPA (on page 5 of 26 of the enclosed ABP SPA) would now provide coverage in emergency rooms for "treatment of an emergency medical condition." That is defined as:

"a medical condition manifesting itself by acute symptoms of sufficient severity (including severe pain) so that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in one of the following conditions:

The Honorable Mary Jane Wallner  
and Members of the Fiscal Committee of the General Court  
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1. Placing the health of the individual (or, with respect to a pregnant woman, the health of the woman or her unborn child) in serious jeopardy;
2. Serious impairment to bodily functions; or
3. Serious dysfunction of any bodily organ or part.”

The Department received a number of written comments in response to the public notice. Copies of these comments are also enclosed.

If approved by the Committee, the Department will submit the amended ABP SPA to CMS for approval.

The Amended ABP SPA makes one additional change that is reflected on page 25 of the document. The Department is also proposing to add coverage for hearing aids for the new adult group for those over age 21. Although hearing aids are not included in the essential health benefits and are not required to be covered for the new adult group for those over 21, they will be covered for those aged 19 and 20 (as part of the EPSDT benefit), and the Department believes that the hearing aid benefit should apply to the entire new adult group. The hearing aid benefit is limited and is described on page 25; the cost of the benefit is 100% federal funds through the period authorized for the New Hampshire Health Protection program.

The Department looks forward to addressing this SPA at the July 25, 2014 meeting.

Sincerely,



Nicholas A. Toumpas  
Commissioner



Enclosures

## LEGAL NOTICE

### NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES

Notice is hereby given that the New Hampshire Department of Health and Human Services (DHHS) intends to amend the NH Title XIX State Plan (SPA) to change the Alternative Benefit Plan (ABP) for the eligibility category created pursuant to section 1902(a)(10)(A)(i)(VIII) of the Social Security Act to eliminate coverage for non-emergency use of the emergency room.

Under the amended SPA, emergency room services will be covered only for treatment of an emergency medical condition. An emergency medical condition is defined as a medical condition manifesting itself by acute symptoms of sufficient severity (including severe pain) so that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in one of the following conditions:

1. Placing the health of the individual (or, with respect to a pregnant woman, the health of the woman or her unborn child) in serious jeopardy;
2. Serious impairment to bodily functions; or
3. Serious dysfunction of any bodily organ or part.

DHHS proposes an effective date of October 1, 2014 for this amendment to the ABP.

The State will assure compliance with section CFR 440.345 to provide full access to Early Periodic Screening Diagnosis and Treatment (EPSDT) services for covered nineteen and twenty year olds by describing the process to access these benefits in notices sent to all individuals receiving the ABP. The State will assure compliance with the provisions of section 5006(e) of the American Recovery and Reinvestment Act of 2009 by continuing to engage in tribal consultations, to the extent required by federal law.

Copies of the draft state plan pages will be on file with the Department of Health and Human Services, Office of Medicaid Business and Policy, Legal and Policy Unit, 129 Pleasant Street-Thayer Building, Concord, NH 03301-3857. To request a copy of the draft SPA pages, please contact Diane Peterson at (603) 271-4367, or via e-mail at [dpeterson@dhhs.state.nh.us](mailto:dpeterson@dhhs.state.nh.us). The draft SPA pages may undergo further revisions before and after submittal to CMS based upon public comment or CMS feedback. Comments are due by July 18, and should be e-mailed to Diane Peterson at the above e-mail address or to the Department of Health and Human Services, Office of Medicaid Business and Policy, Legal and Policy Unit, 129 Pleasant Street-Thayer Building, Concord, NH 03301-3857, ATT: Diane Peterson.

## NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES

NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice is hereby given that the New Hampshire Department of Health and Human Services (DHHS) intends to amend the NH Title XIX State Plan (SPA) to change the Alternative Benefit Plan (ABP) for the eligibility category created pursuant to section 1902(a)(10)(A)(i)(VIII) of the Social Security Act to eliminate coverage for non-emergency use of the emergency room. Under the amended SPA, emergency room services will be covered only for treatment of an emergency medical condition. An emergency medical condition is defined as a medical condition manifesting itself by acute symptoms of sufficient severity (including severe pain) so that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in one of the following conditions: 1. Placing the health of the individual (or, with respect to a pregnant woman, the health of the woman or her unborn child) in serious jeopardy; 2. Serious impairment to bodily functions; or 3. Serious dysfunction of any bodily organ or part. DHHS proposes an effective date of October 1, 2014 for this amendment to the ABP. The State will assure compliance with section CFR 440.345 to provide full access to Early Periodic Screening Diagnosis and Treatment (EPSDT) services for covered nineteen and twenty year olds by describing the process to access these benefits in notices sent to all individuals receiving the ABP. The State will assure compliance with the provisions of section 5006 (e) of the American Recovery and Reinvestment Act of 2009 by continuing to engage in tribal consultations, to the extent required by federal law. Copies of the draft state plan pages will be on file with the Department of Health and Human Services, Office of Medicaid Business and Policy, Legal and Policy Unit, 129 Pleasant Street-Thayer Building, Concord, NH 03301-3857. To request a copy of the draft SPA pages, please contact Diane Peterson at (603) 271-4367, or via e-mail at [dpeterson@dhhs.state.nh.us](mailto:dpeterson@dhhs.state.nh.us). The draft SPA pages may undergo further revisions before and after submittal to CMS based upon public comment or CMS feedback. Comments are due by July 18, and should be e-mailed to Diane Peterson at the above e-mail address or to the Department of Health and Human Services, Office of Medicaid Business and Policy, Legal and Policy Unit, 129 Pleasant Street-Thayer Building, Concord, NH 03301-3857, ATT: Diane Peterson.

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# Alternative Benefit Plan

OMB Control Number: 0938-1148

OMB Expiration date: 10/31/2014

Attachment 3.1-L-

## Benefits Description

ABP5

The state/territory proposes a "Benchmark-Equivalent" benefit package.  No

## Benefits Included in Alternative Benefit Plan

Enter the specific name of the base benchmark plan selected:

The base benchmark plan is the Matthew Thornton Blue Health Plan.

Enter the specific name of the section 1937 coverage option selected, if other than Secretary-Approved. Otherwise, enter "Secretary-Approved."

Secretary Approved



# Alternative Benefit Plan

I. Essential Health Benefit: Ambulatory patient services

Collapse All

Benefit Provided:

Primary Care Visit to Treat an Injury of Illness

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefit Provided:

Specialist Visit

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefit Provided:

Other Practitioner Office Visit (APRN, PA, etc.)

Source:

Base Benchmark Small Group

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None



# Alternative Benefit Plan

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Includes Advance Practice Registered Nurse, Physician Assistant, Nurse Practitioner, and Certified Midwives, consistent with their scope of practice.

Remove

Benefit Provided:

Outpatient Facility Fee (e.g., Amb. Surgery Ctr.)

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

Excludes coverage for reversal of voluntary sterilization; sclerotherapy for varicose veins and treatment of spider veins; sex change treatment; and corrective eye surgery.

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefit Provided:

Outpatient Surgery Physician/Surgical Services

Source:

Base Benchmark Small Group

Remove

Authorization:

Prior Authorization

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

Excludes coverage for reversal of voluntary sterilization; sclerotherapy for varicose veins and treatment of spider veins; sex change treatment; and corrective eye surgery.

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Prior authorization required for the following surgical services: bariatric surgery, breast reduction, blepharoplasty, panniculectomy, septoplasty, and rhinoplasty.

Benefit Provided:

Hospice Services

Source:

Base Benchmark Small Group

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None



# Alternative Benefit Plan

Scope Limit:

None

Remove

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Add



# Alternative Benefit Plan

## 2. Essential Health Benefit: Emergency services

Collapse All

Benefit Provided:

Urgent Care Centers or Facilities

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefit Provided:

Emergency Room Services

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

Coverage limited to treatment of an emergency medical condition.

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Emergency room services covered only for treatment of an emergency medical condition. An emergency medical condition is defined as a medical condition manifesting itself by acute symptoms of sufficient severity (including severe pain) so that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in one of the following conditions:

1. Placing the health of the individual (or, with respect to a pregnant woman, the health of the woman or her unborn child) in serious jeopardy;
2. Serious impairment to bodily functions; or
3. Serious dysfunction of any bodily organ or part.

Benefit Provided:

Emergency Transportation/Ambulance

Source:

Base Benchmark Small Group

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan



# Alternative Benefit Plan

Amount Limit:

None

Duration Limit:

None

Remove

Scope Limit:

None

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Add



# Alternative Benefit Plan

## 3. Essential Health Benefit: Hospitalization

Collapse All

Benefit Provided:

Inpatient Hospital Services

Source:

Base Benchmark Small Group

Remove

Authorization:

Other

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

Excludes coverage for reversal of voluntary sterilization; sclerotherapy for varicose veins and treatment of spider veins; sex change treatment; and corrective eye surgery.

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Prior authorization is required only for out-of-state inpatient hospitalization.

Benefit Provided:

Inpatient Physician and Surgical Services

Source:

Base Benchmark Small Group

Remove

Authorization:

Prior Authorization

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Prior authorization required for the following surgical services: bariatric surgery, breast reduction, blepharoplasty, panniculectomy, septoplasty, and rhinoplasty.

Benefit Provided:

Bariatric Surgery

Source:

Base Benchmark Small Group

Authorization:

Prior Authorization

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None



# Alternative Benefit Plan

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Remove

Benefit Provided:

Source:

Remove

Authorization:

Provider Qualifications:

Amount Limit:

Duration Limit:

Scope Limit:

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Add





# Alternative Benefit Plan

4. Essential Health Benefit: Maternity and newborn care

Collapse All

Benefit Provided:

Prenatal and Postnatal Care

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefit Provided:

Delivery and All Inpatient Services for Maternity

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Minimum stay of 48 hours

Add



# Alternative Benefit Plan

5. Essential Health Benefit: Mental health and substance use disorder services including behavioral health treatment Collapse All

Benefit Provided:

Mental/behavioral Health Outpatient Services

Source:

Base Benchmark Small Group

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

See below.

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefits are available for outpatient treatment for mental health care and substance abuse care, partial hospitalizations, and day/night visits.  
No benefits are available for therapy, counseling or any non-surgical inpatient or outpatient service, care or program to treat obesity or for weight control; custodial care, convenience services, milieu therapy, marriage or couples counseling; therapy for sexual dysfunctions; recreational or play therapy; educational evaluation; career counseling; services for nicotine withdrawal or dependence; psychoanalysis; and telephone therapy or any other therapy or consultation that is not "face-to-face" interaction between the patient and the provider.

Benefit Provided:

Mental/behavioral health inpatient services

Source:

Base Benchmark Small Group

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

See below.

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefits are available for inpatient hospital services or residential treatment center facility for mental health care; inpatient rehabilitation treatment for substance abuse care in a hospital or substance abuse treatment facility; partial hospitalizations; and day/night visits.  
No benefits are available for therapy, counseling or any non-surgical inpatient or outpatient service, care or program to treat obesity or for weight control; custodial care, convenience services, milieu therapy, marriage or couples counseling; therapy for sexual dysfunctions; recreational or play therapy; educational evaluation; career counseling; services for nicotine withdrawal or dependence; psychoanalysis; telephone therapy or any other therapy or consultation that is not "face-to-face" interaction between the patient and the provider; and inpatient care for medical detoxification extending beyond the acute detoxification phase



# Alternative Benefit Plan

of a substance abuse condition.  
Benefits exclude IMDs.

Remove

Benefit Provided:

Substance Abuse Disorder Outpatient Services

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

See below.

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefits are available for outpatient treatment for mental health care and substance abuse care, partial hospitalizations, and day/night visits.  
No benefits are available for therapy, counseling or any non-surgical inpatient or outpatient service, care or program to treat obesity or for weight control; custodial care, convenience services, milieu therapy, marriage or couples counseling; therapy for sexual dysfunctions; recreational or play therapy; educational evaluation; career counseling; services for nicotine withdrawal or dependence; psychoanalysis; and telephone therapy or any other therapy or consultation that is not "face-to-face" interaction between the patient and the provider.

Benefit Provided:

Substance Abuse Disorder Inpatient Services

Source:

Base Benchmark Small Group

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

See below.

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefits are available for inpatient hospital services or residential treatment center facility for mental health care; inpatient rehabilitation treatment for substance abuse care in a hospital or substance abuse treatment facility; partial hospitalizations; and day/night visits.  
No benefits are available for therapy, counseling or any non-surgical inpatient or outpatient service, care or program to treat obesity or for weight control; custodial care, convenience services, milieu therapy, marriage or couples counseling; therapy for sexual dysfunctions; recreational or play therapy; educational evaluation; career counseling; services for nicotine withdrawal or dependence; psychoanalysis; telephone therapy or any other therapy or consultation that is not "face-to-face" interaction between the patient and the provider; and inpatient care for medical detoxification extending beyond the acute detoxification phase



# Alternative Benefit Plan

of a substance abuse condition.  
Benefit excludes IMDs.

Remove

Add



# Alternative Benefit Plan

## 6. Essential Health Benefit: Prescription drugs

### Benefit Provided:

Coverage is at least the greater of one drug in each U.S. Pharmacopeia (USP) category and class or the same number of prescription drugs in each category and class as the base benchmark.

Prescription Drug Limits (Check all that apply.):

- Limit on days supply
- Limit on number of prescriptions
- Limit on brand drugs
- Other coverage limits
- Preferred drug list

Authorization:

Yes

Provider Qualifications:

State licensed

Coverage that exceeds the minimum requirements or other:

The State of New Hampshire's ABP prescription drug benefit plan is the same as under the approved Medicaid state plan for prescribed drugs.



# Alternative Benefit Plan

7. Essential Health Benefit: Rehabilitative and habilitative services and devices

Collapse All

Benefit Provided:

Home Health Care Services

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

No benefits are available for custodial care.

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefit Provided:

Skilled Nursing Facility

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

100 days per year

Duration Limit:

None

Scope Limit:

No benefits are available for custodial care.

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefit Provided:

Outpatient Rehabilitation Services

Source:

Base Benchmark Small Group

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

20 visits per year for each therapy type

Duration Limit:

None.

Scope Limit:

See below.



# Alternative Benefit Plan

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

There is a separate 20 visit limit for each of the following types of therapies: physical therapy, occupational therapy, and speech therapy. Benefit limits are shared between outpatient rehabilitation and habilitation services.

No benefits are available for on-going or life-long exercise and education programs intended to maintain lifelong physical fitness; voice therapy or vocal retraining; preventive therapy or therapy provided in a group setting; therapy for educational reasons; therapy for sport, recreational, or occupational reasons; or therapy for TMJ.

Remove

Benefit Provided:

Respiratory Therapy

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefit Provided:

Cardiac Rehabilitation

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefit Provided:

Habilitation Services

Source:

Base Benchmark Small Group



# Alternative Benefit Plan

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Remove

Amount Limit:

20 visits for each therapy type

Duration Limit:

None

Scope Limit:

See below.

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

There is a separate 20 visit limit for each of the following types of therapies: physical therapy, occupational therapy, and speech therapy. Benefit limits are shared between outpatient rehabilitation and habilitation services.

No benefits are available for on-going or life-long exercise and education programs intended to maintain lifelong physical fitness; voice therapy or vocal retraining; preventive therapy or therapy provided in a group setting; therapy for educational reasons; therapy for sport, recreational, or occupational reasons; or therapy for TMJ.

Benefit Provided:

Chiropractic Care

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

12 visits per year

Duration Limit:

None

Scope Limit:

Includes spinal manipulation and manual medical intervention services

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefit Provided:

Durable Medical Equipment

Source:

Base Benchmark Small Group

Authorization:

Prior Authorization

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None





# Alternative Benefit Plan

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Benefits are available for durable medical equipment, medical supplies, and prosthetic devices. Prior authorization is required for durable medical equipment and adult incontinence supplies.

Remove

Add



# Alternative Benefit Plan

8. Essential Health Benefit: Laboratory services

Collapse All

Benefit Provided:

Diagnostic Tests (X-Ray and Lab Work)

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

No benefits are available for diagnostic x-rays in connection with research or study.

Benefit Provided:

Imaging (CT/PET scans/MRIs)

Source:

Base Benchmark Small Group

Remove

Authorization:

Prior Authorization

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

Prior authorization is required for the following types of imaging: CT, PET, MRI, MRA, and nuclear cardiology.

Add



# Alternative Benefit Plan

9. Essential Health Benefit: Preventive and wellness services and chronic disease management

Collapse All

The state/territory must provide, at a minimum, a broad range of preventive services including: "A" and "B" services recommended by the United States Preventive Services Task Force; Advisory Committee for Immunization Practices (ACIP) recommended vaccines; preventive care and screening for infants, children and adults recommended by HRSA's Bright Futures program/project; and additional preventive services for women recommended by the Institute of Medicine (IOM).

Benefit Provided:

Preventive Care/Screening/Immunization

Source:

Base Benchmark Small Group

Remove

Authorization:

None

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

The preventive care benefit includes the following: (1) all services listed on the USPSTF A and B lists; (2) Advisory Committee for Immunization Practices (ACIP) recommended vaccines; (3) preventive care and screening for infants, children and adults recommended by HRSA's Bright Futures program/project; and (4) additional preventive services for women recommended by the Institute of Medicine (IOM) and HRSA. This benefit includes family planning services and contraceptive coverage, consistent with the requirements of the additional preventive services for women recommended by the IOM and HRSA. Specifically, the preventive services benefit includes all Food and Drug Administration approved contraceptive methods, sterilization procedures, and patient education and counseling for all women with reproductive capacity.

Add



# Alternative Benefit Plan

10. Essential Health Benefit: Pediatric services including oral and vision care

Collapse All

Benefit Provided:  
Medicaid State Plan EPSDT Benefits

Source:  
State Plan 1905(a)

Remove

Authorization:  
Prior Authorization

Provider Qualifications:  
Medicaid State Plan

Amount Limit:  
None

Duration Limit:  
None

Scope Limit:  
None

Other information regarding this benefit, including the specific name of the source plan if it is not the base benchmark plan:

EPSDT will apply for all 19 and 20 year olds. Prior authorization required for the following dental services: comprehensive and interceptive orthodontics, dental orthotic devices, surgical periodontal treatment, and extractions of asymptomatic teeth.

Add



# Alternative Benefit Plan

11. Other Covered Benefits from Base Benchmark

Collapse All

Other Base Benefit Provided:

Routine Eye Exam (Adult)

Source:

Base Benchmark

Remove

Authorization:

Other

Provider Qualifications:

State Plan & Public Employee/Commercial Plan

Amount Limit:

1 exam every 2 years

Duration Limit:

None

Scope Limit:

None

Other information regarding this benefit:

No prior authorization

Add



# Alternative Benefit Plan

12. Base Benchmark Benefits Not Covered due to Substitution or Duplication

Collapse All



# Alternative Benefit Plan

13. Other Base Benchmark Benefits Not Covered

Collapse All



# Alternative Benefit Plan

14. Other 1937 Covered Benefits that are not Essential Health Benefits

Collapse All

Other 1937 Benefit Provided:

Non-Emergency Medical Transportation

Source:

Section 1937 Coverage Option Benchmark Benefit Package

Remove

Authorization:

Prior Authorization

Provider Qualifications:

Medicaid State Plan

Amount Limit:

None

Duration Limit:

None

Scope Limit:

None

Other:

Prior authorization is required for non-emergency medical transportation, including scheduled ambulance.

Other 1937 Benefit Provided:

Eyeglasses for individuals 21 and over

Source:

Section 1937 Coverage Option Benchmark Benefit Package

Remove

Authorization:

Other

Provider Qualifications:

Medicaid State Plan

Amount Limit:

1 pair per year single vision or bifocal glasses\*

Duration Limit:

None

Scope Limit:

None

Other:

One refraction is covered to determine the need for glasses, no more frequently than every 12 months. One pair single vision lenses with frames is covered, provided that the refractive error is at least plus or minus .50 diopter according to the type of refractive error, in each eye. One pair of glasses with bifocal corrective lenses or one pair of glasses with corrective lenses for close vision and one pair of glasses with corrective lenses for distant vision if there is a refractive error of at least .50 diopter for both close and distant vision. Benefit is the same as described in the Medicaid State Plan. No authorization is required.

Other 1937 Benefit Provided:

Dental for individuals 21 and over

Source:

Section 1937 Coverage Option Benchmark Benefit Package

Authorization:

Other

Provider Qualifications:

Medicaid State Plan

Amount Limit:

None

Duration Limit:

None





# Alternative Benefit Plan

Scope Limit:

Coverage is limited to treatment of acute pain or infection

Remove

Other:

Benefit is the same as described in the Medicaid State Plan. No authorization is required.

Other 1937 Benefit Provided:

Hearing aids for individuals age 21 and over

Source:

Section 1937 Coverage Option Benchmark Benefit Package

Remove

Authorization:

Prior Authorization

Provider Qualifications:

Medicaid State Plan

Amount Limit:

See below

Duration Limit:

None

Scope Limit:

See below

Other:

Hearing aid evaluation or a hearing aid consultation limited to one service every two years. Coverage includes ear molds; hearing aids/pocket talkers; dispensing or fitting of hearing aids/pocket talkers, follow up, and audiograms. Monaural hearing aids are covered when the audiogram indicates a bilateral hearing loss with an average threshold of 35 dBHL or poorer for 1000 Hz, 2000 Hz, 3000 Hz, and 4000 Hz. Binaural hearing aids are covered if the beneficiary meets the definition of statutory blindness or if the beneficiary qualifies for monaural hearing aids and the individual is either (1) attending post-secondary school for the purpose of obtaining employment or is receiving vocational training or (2) the beneficiary is employed and is likely to be determined as unable to meet the audiometric requirements of the job without the use of binaural hearing aids. Hearing aid batteries are covered for the lifespan of the hearing aids. Replacement hearing aids are covered only if (1) there is an increase in the beneficiary's hearing loss, which makes the existing hearing aid ineffective or (2) the hearing aid can no longer be repaired or it is not cost-effective to do so. Pocket talkers are covered only if the individual meets the criteria to receive a monaural hearing aid, but a hearing aid has not also been covered by Medicaid. Pocket talkers are replaced (1) with hearing aids or a more effective pocket talker if there is an increase in the beneficiary's hearing loss, which makes the existing pocket talker ineffective or (2) every five years. Replacement of a headset, earbuds, or neckloop for a pocket talker once every year if the accessories are malfunctioning. Binaural hearing aids are subject to prior authorization.

Add



# Alternative Benefit Plan

15. Additional Covered Benefits (This category of benefits is not applicable to the adult group under section 1902(a)(10)(A)(i)(VIII) of the Act.)

Collapse All

### PRA Disclosure Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0938-1148. The time required to complete this information collection is estimated to average 5 hours per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: CMS, 7500 Security Boulevard, Attn: PRA Reports Clearance Officer, Mail Stop C4-26-05, Baltimore, Maryland 21244-1850.

V.20131219



July 14, 2014

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Diane Peterson  
Legal and Policy Unit  
Office of Medicaid Business and Policy  
Department of Health & Human Services  
129 Pleasant Street – Thayer Building  
Concord NH 03301-3857

**Re: NH Health Protection Program: Alternative Benefit Plan SPA**

Dear Ms. Peterson

I am writing on behalf of the New Hampshire Hospital Association (NHHA) and our acute care member hospitals to comment on DHHS' proposed Title XIX State Plan Amendment under the Alternate Benefit Plan (ABP) for the eligibility category created pursuant to section 1902(a)(10)(A)(i)(VIII) of the Social Security Act to eliminate coverage for non-emergency use of hospital emergency rooms.

We support the Department's goal of encouraging access to health care services in the most appropriate settings and in the most efficient manner possible. We absolutely do not want people to use hospital emergency room services who should be seeking care in more appropriate care settings. It is therefore vitally important that we – DHHS, providers and the Medicaid MCOs – all work together to identify ways to ensure that beneficiaries receive the right care in the right place at the right time. We believe that the most effective way to deter inappropriate use of emergency room services is to continuously educate beneficiaries from the moment they are enrolled in the program on how to properly access the health care system.

**PRUDENT LAYPERSON: How to define a medical emergency.**

One of the more challenging aspects of the state's proposal regarding non-coverage of non-emergency services in hospital EDs is the determination as to whether or not a medical emergency condition exists. That is where the federal government's "Prudent Layperson" standard comes in to play.

DHHS articulates the "Prudent Layperson" standard in its proposed SPA as an emergency medical condition ...

“... manifesting itself by acute symptoms of sufficient severity so that a *prudent layperson*, who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in one of the following conditions:

1. Placing the health of the individual ... in serious jeopardy;
2. Serious impairment to bodily functions; or
3. Serious dysfunction of any bodily organ or part.”

Therefore, the determination of whether the Prudent Layperson standard has been met must be focused on the presenting symptoms (and not on the final diagnosis nor on the health plan’s evaluation afterward), and must take into account that the patient’s decision to seek emergency care was made by a *prudent layperson* (versus a medical professional).

Naturally, hospitals are concerned that the MCOs might consider the subjective nature of the Prudent Layperson standard as a reason to deny payment for services. As stated above, we believe it will be more effective to have all parties – providers, DHHS and the MCOs – collaborate to identify the best way to educate beneficiaries in the use of hospital emergency services, as well as to work out processes by which disputes or disagreements can be moderated.

#### **FEDERAL EMTALA REQUIREMENTS**

It is also vitally important that DHHS and the MCOs understand the legal framework under which hospitals must operate relative to the provision of emergency services. The federal Emergency Medical Treatment and Active Labor Act (EMTALA) regulations<sup>1</sup> specify the responsibilities of hospitals for emergency cases. EMTALA governs when and how a patient must be (1) examined and offered treatment or (2) transferred from one hospital to another when the patient is in an unstable medical condition. Under Sec. 1867 [42 U.S.C. 1395dd]<sup>2</sup>, hospitals *must* provide an appropriate medical screening examination for every individual who requests treatment at a hospital emergency room to determine whether or not an emergency medical condition exists.

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<sup>1</sup> EMTALA is Section 1867(a) of the Social Security Act, and is codified within the section of the U.S. Code which governs the Medicare program, 42 CFR 489.24, Special responsibilities of Medicare hospitals in emergency cases. See <http://www.gpo.gov/fdsys/pkg/CFR-2011-title42-vol5/pdf/CFR-2011-title42-vol5-sec489-24.pdf>

<sup>2</sup> Medical Screening Requirement: In the case of a hospital that has a hospital emergency department, if any individual (whether or not eligible for benefits under this title) comes to the emergency department and a request is made on the individual’s behalf for an examination or treatment for a medical condition, the hospital must provide for an appropriate medical screening examination within the capability of the hospital’s emergency department, including ancillary services routinely available to the emergency department, to determine whether or not an emergency medical condition (within the meaning of subsection (e)(1)) exists.

Further, if an emergency medical condition does exist, the hospital must provide necessary stabilizing treatment.

However, the State Plan Amendment is silent on the federal EMTALA requirement that obligates hospitals to conduct a medical screening examination on any individual who requests treatment at an emergency room. At issue is the fact that this mandatory medical screening exam requires a physical examination conducted by a clinician and usually several diagnostic tests (lab, radiology). These tests and exams must be carried out to determine **whether or not** the patient's condition is an emergency in compliance with 42 CFR 489.24(c), Use of dedicated emergency department for nonemergency services.<sup>3</sup>

It follows, therefore, that the MCOs must pay for the federally mandated screening examination, including diagnostic tests, required under EMTALA, **whether or not the condition is determined to be an emergency**. And the MCOs must pay for the treatment necessary to stabilize the emergency medical condition.

#### **FURTHER DISCUSSION ON PAYMENT FOR NON-EMERGENCY SERVICES**

DHHS' proposed non-coverage of non-emergency services presumes that individuals' health services seeking behaviors will change once they're informed that they will be responsible for the payment for non-emergency services. Again, we believe that a more effective means of changing behavior is to work with the Medicaid MCOs to assure that Medicaid beneficiaries are educated about appropriate ED use.

We must also work with DHHS and the MCOs to ensure reasonable payment for medically necessary services that are provided to ameliorate a condition that, though found not to be an emergency medical condition, requires treatment in accordance with the clinical judgment of the ED physician.

#### **EDUCATION OF BENEFICIARIES**

If we're going to be successful at changing patient behaviors, we have to employ methods that will have the greatest potential to achieve the desired goals. We believe the MCOs have an obligation to make sure that their members know how to access the services they need in the most appropriate settings. It is the role of the MCOs, therefore, to use a variety of tools to educate their members. We also believe DHHS can

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<sup>3</sup> If an individual comes to a hospital's dedicated emergency department and a request is made on his or her behalf for examination or treatment for a medical condition, but the nature of the request makes it clear that the medical condition is not of an emergency nature, the hospital is required only to perform such screening as would be appropriate for any individual presenting in that manner, to determine that the individual does not have an emergency medical condition.

use this opportunity to bring the MCOs and providers together to work on solutions to the problem of inappropriate use of hospital ED services.

An excellent model has been developed by Washington State to reduce inappropriate use of hospital emergency room services. "ER is for Emergencies" is a partnership of physicians, hospitals and state Medicaid representatives and has resulted in savings of over \$33 million in Medicaid fee-for-service emergency care costs. The Washington State Health Care Authority published a report<sup>4</sup>, ***Emergency Department Utilization: Update on Assumed Savings from Best Practices Implementation***, that describes seven best practices to redirect care to the most appropriate setting, reduce low acuity and reduce preventable Medicaid emergency room visits. The program addresses the root of the problem, i.e. high users with chronic medical conditions, substance abuse issues, and lack of primary care access. Best practices include:

1. Tracking ED visits to reduce "ED shopping";
2. Implementing patient education efforts to re-direct care to the most appropriate setting;
3. Instituting an extensive case management program to reduce inappropriate emergency department utilization by frequent users;
4. Reducing inappropriate ED visits by collaborative use of prompt (72 hour) visits to primary care providers and improving access to care;
5. Implementing narcotic guidelines that will discourage narcotic-seeking behavior
6. Tracking data on patients prescribed controlled substances by widespread participation in the state's Prescription Monitoring Program; and
7. Tracking progress of the plan to make sure steps are working.

Finally, the most important concern for us all is that patients receive the right care in the right place at the right time. We should therefore work together to find a more effective way to promote appropriate use of health care services *and* to encourage this new group of beneficiaries to better manage their health care. These efforts should be incorporated into the Managed Care program to be more consistent with the goals of the program.

The New Hampshire Hospital Association would be very happy to work with DHHS and the MCOs to research the types of programs that have worked elsewhere, and assist the Department to implement a truly effective program to impact patients' behavior.

Thank you for the opportunity to comment.

Sincerely,



Steve Ahnen  
President

<sup>4</sup> <http://www.hca.wa.gov/Documents/EmergencyDeptUtilization.pdf>

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July 16, 2014

Department of Health and Human Services  
Office of Medicaid Business and Policy, Legal and Policy Unit  
129 Pleasant Street – Thayer Building  
Concord, NH 03301-3857  
Attn: Diane Peterson

Dear Ms. Peterson:

I am writing on behalf of Elliot Hospital (EH) to raise concerns about the proposed SPA Amendment that would apply the prudent layperson standard for paying for emergency room services for the New Hampshire Health Protection Program (NHHPP) population. EH is the largest provider of comprehensive healthcare services in Southern New Hampshire. EH is a 296-bed acute care facility located in Manchester, New Hampshire. EH is home to Manchester's designated Regional Trauma Center, two Urgent Care Centers, a Level 3 Newborn Intensive Care Unit, Elliot Regional Cancer Center, Elliot Senior Health Center, Elliot at River's Edge and the New Hampshire's Hospital for Children. EH is an affiliate of Elliot Health System that also includes Elliot Physician Network, Elliot Professional Services, Elliot 1-Day Surgery Center, and the Visiting Nurse Association of Manchester and Southern New Hampshire.

We share the Department of Health and Human Services' goal of reducing inappropriate utilization of emergency room services (ED). However, we are concerned that the proposed SPA Amendment is the wrong tool for making that change. The problem with using the billed claim is that the claim has the final diagnosis and not the reason that the patient came to the ED in the first place. By way of example, an individual may come to the ED with a headache and the claim may end up as a headache diagnosis, but the reason that the person came to the ED was because the individual thought that he/she was having a stroke or had an aneurysm. The billing claim will not say that, rather it may say headache or migraine. So under the State's revision, the claim would be denied as "not an emergency" and yet the reason the patient came to the ED does meet the definition of the prudent person law. The prudent person law was passed to protect the consumer and, under both state and federal law, it is the individual who is experiencing the medical onset who determines whether or not he/she is in serious jeopardy to health, impairment to bodily functions or organ or body part – in other words, the meaning of the law is meant to be subjective. If the State removes the subjectivity and applies 20/20 hindsight by looking at the final diagnosis versus the presenting symptoms or complaints, the provider has expended resources to care for the patient that may not be reimbursed. The State may say

Department of Health and Human Services  
July 16, 2014  
Page 2

that the "patient is responsible to pay"; however, the reality is that the particular population for whom the state wants to implement this proposed change cannot afford to pay (otherwise they would be on a plan other than the Medicaid Expansion Plan). This means that hospitals and providers absorb the costs without corresponding reimbursement forcing hospitals to seek higher reimbursement rates from commercial payors.

Under EMTALA, we are obligated to accept and, at minimum, screen patients who come to the ED – to send them away without screening could be viewed as "dumping" because of the Medicaid recipient's inability to pay. It is the provider, not the State, who is subject to the complaint.

In response to the inappropriate use of emergency services, EH's efforts include operating two urgent care centers while simultaneously educating the public around when to go to the ED, e.g., chest pain, and when to go to urgent care, e.g., cold, fever, sore throat.

We urge that the proposed SPA Amendment not be approved and implemented.

Sincerely,



Richard A. Elwell  
Senior Vice President & CFO



July 17, 2014

Diane Peterson  
Legal and Policy Unit

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Office of Medicaid Business and Policy  
Department of Health & Human Services  
129 Pleasant Street – Thayer Building  
Concord NH 03301-3857

**Re: NH Health Protection Program: Alternative Benefit Plan SPA**

Dear Ms. Peterson

I am writing on behalf Frisbe Memorial Hospital to comment on DHHS' proposed Title XIX State Plan Amendment under the Alternate Benefit Plan (ABP) for the eligibility category created pursuant to section 1902(a)(10)(A)(i)(VIII) of the Social Security Act to eliminate coverage for non-emergency use of hospital emergency rooms.

The elimination of coverage of non-emergency services provided in hospital EDs for the new adult coverage group eligible for health insurance coverage under the New Hampshire Health Protection Program will negatively impact emergency departments across the state. In order to be compliant with EMTALA hospitals will have to change the triage process of their patients and now accommodate medical screening exams in space that was designed to triage patients. It is not practical to bring patients into the emergency department, to then medically screen them and tell them their problem is a non-emergency and will not be covered. Not only will this force hospital to develop a process to ensure the medical screening exam is completed; the hospitals will also need to have a mechanism in place to refer these patients for care. In order for this to be successful there needs to be sufficient capacity in clinics, primary care offices and urgent cares across the state. In our area we have limited access to resources that provide same day medical evaluation and care.

This also creates significant medical-legal risk for the hospital; as providers will now worry if they missed a possible life or limb treating condition during the medical screening exam. There will be not protection for the facility and the provider if the condition is deemed a non-emergency and an untoward event occurs because the patient's condition could not be adequately evaluated during a medical screening exam. The difficulty with this proposal is the emergency department still has to evaluate every patient that comes in; so provider staffing and nursing staffing will have to remain the same, despite the decrease in the number of patients that are treated. Financially this places the hospitals in a difficult position, because the patients can

ultimately refuse to get care elsewhere and demand the ED treat them. In this situation the treatment would not be reimbursed and the hospital would have to absorb the bad debt.

Thank you for the opportunity to comment.

---

Sincerely,

John A Marzinzik

July 17, 2014

Ms. Diane Peterson  
New Hampshire Department of Health and Human Services  
Office of Medicaid Business and Policy  
Legal and Policy Unit  
129 Pleasant Street, Concord, NH 03301

*Via e-mail:* dpeterson@dhhs.state.nh.us

RE: Proposed State Plan Amendment ending reimbursement for non-emergency use of a hospital emergency department.

Dear Ms. Peterson:

Thank you for the opportunity to comment on the proposed State Plan Amendment. The comments below reflect the concerns of a multi-stakeholder group that includes provider and consumer advocates.

We are very concerned about the proposal to make non-emergent use of the emergency department a non-covered service for the enrollees in the New Hampshire Health Protection Program (NHHPP). First and foremost, we disagree that this is a distinction that can be made. Physician visits are a covered service for NHHPP enrollees. While the state can, under the law, impose a copayment, it does not follow that a service that is otherwise described as an element of an EHB/ABP (e.g., physician visit) is not a covered service because an individual accessed it through an ED. In the proposed amendment, New Hampshire has improperly equated the *service* (which is a covered service) with a policy for the *preferred site* for delivering the service. If the recipient chooses the improper site, Congress has established that the permissible penalty is a copayment. New Hampshire rejected such a penalty earlier this year.

Moreover, a determination that non-emergent use of the ED is a non-covered service will likely mean that NHHPP enrollees will be charged \$100 or more for non-emergent use of the ED. Enrollees will not learn how and/or where to access physician services appropriately by receiving a hefty bill from a hospital. They may, however, begin to mistrust that they can use their NHHPP coverage to access health care affordably. Consequently, they may ration their care without regard to whether they *should* put off seeking medical care or in what context. In fact, prior research has shown that low-income populations are sensitive to even modest copayments; the implication is that enrollees will be extremely sensitive to a much higher financial obligation. Research also indicates that instituting higher copayments on ED use in the Medicaid context does not effectively reduce expenditures.<sup>i</sup>

It should be noted that non-urgent use of the ED is uncommon among Medicaid enrollees. Only 10 percent of Medicaid ED visits are for non-urgent use and that rate roughly mirrors non-urgent use of the ED among the privately insured population.<sup>ii</sup> It is certainly true that Medicaid

enrollees use the ED overall at an almost two fold higher rate than the privately insured, but again, non-urgent visits comprise only about 10 percent of all ED visits by Medicaid enrollees. High utilization of the ED overall by Medicaid enrollees is likely a reflection that Medicaid enrollees are in poorer health than the privately insured population. Moreover, frequent ED use may also reflect access to care issues. If there is limited capacity for patients to be seen in an appropriate setting, there may be nowhere for the patient to go, or to be redirected, to avoid non-emergency ED use. If a recipient goes to an emergency department and there is no non-emergency service setting accessible and available in a timely way, they should not be penalized for seeking medical care, especially if the enrollee was directed there by a health care provider.

CMS issued guidance earlier this year outlining strategies to reduce non-emergent use of an ED, including broadening access to primary care services, addressing the needs of those who are high-utilizers of the ED, and addressing substance use disorder issues among high utilizers.<sup>iii</sup> We support these strategies and urge the state to adopt them. Below we explore two of these concepts in more detail.

#### *Broadening Access to and Awareness of Primary Care Sites*

Access to care is a threshold issue related to emergency department use. An effort must be made to identify and advertise alternate primary care sites, especially those available after business hours. Two-thirds of emergency visits occur after business hours<sup>iv</sup> and providing access to care after business hours may be a very practical first step in the effort to encourage appropriate use of the ED. The state could require managed care organizations (MCOs) to have a minimum percentage of providers in each network that offer after-business-hours care.

The state could also partner with MCOs to produce educational materials for providers and recipients to encourage recipients to use the most appropriate care settings and to make recipients aware of available, alternate primary care sites. Adoption of a system to educate patients about the most appropriate settings for health care (through brochures and instructions) and training ED providers to explain to patients where to receive care for non-emergent issues, may be a more effective method of teaching enrollees about appropriate use of health care resources than the financial penalties likely associated with the proposed SPA.

#### *Deploying Managed Care Tools to Focus on High-Utilizers of the ED*

High ED utilizers (those with 4 or more ED visits in a year) comprise 4.5 percent to 8 percent of all ED patients across payors but account for 21-28 percent of all visits.<sup>v</sup> High utilizers of the ED are more likely to have poor health and lack a usual source of care.<sup>vi</sup> In other words, a person who frequently uses the ED may be struggling to manage a chronic condition and/or to find a successful relationship with a provider.

The state should deploy the care coordination tools the MCOs are charged with having to address these issues. MCO care coordinators could be charged with flagging enrollees with a certain number of ED visits each year as being potential participants in Health Homes or Special Needs Plans or Patient Centered Medical Homes. The care

coordinators could be charged with also identifying any barriers to care that these enrollees are experiencing and working to address them, including screening high utilizers for behavioral health conditions.

Larger reforms may be needed as well. Since 2012, Washington State has worked with its 90+ hospitals to establish 7 best practices around reducing unnecessary ED use by Medicaid clients, in lieu of ending Medicaid reimbursement for non-emergent use of the ED. Washington has achieved 100 percent participation by all of its hospital EDs and has enjoyed some initial successes. As of June 2013, overall ED use had declined by 9.9 percent, the rate of visits by high-utilizers decreased by 10.7 percent, and the rate of visits with a low-acuity diagnosis fell by 14.2 percent.<sup>vii</sup>

One of the hallmark best practices in Washington was the adoption of an Emergency Department Information Exchange, which allows EDs to see all of the presenting patient's emergency room visits in the state over the prior 12 months and to see the diagnosis and treatment given during those prior visits. Consequently, ED physicians have been able to more accurately determine whether a patient is exhibiting narcotic-seeking behavior or has a chronic condition and respond accordingly.<sup>viii</sup> New Hampshire should explore broad-based reforms like those Washington has initiated prior to taking the drastic step of ending reimbursement for non-emergent services provided in the ED.

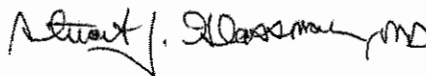
In conclusion, the state has better tools with which to encourage appropriate use of health care resources at its disposal than financial penalties likely to be associated with the proposed SPA. Broadening access to, and awareness of, primary care and deploying managed care tools for those enrollees who are high utilizers of EDs is far more likely to be effective than the proposed option. Larger reforms, including expanding the capacity for emergency departments to exchange data with one another, may be needed as well.

We appreciate the opportunity to provide our comments on this proposed SPA and remain committed to working with New Hampshire to develop effective, appropriate policies for the New Hampshire Health Protection Program.

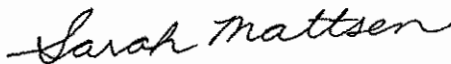
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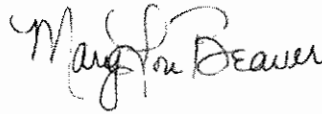
Deborah H. Fournier, Esq.  
Policy Analyst  
N.H. Fiscal Policy Institute



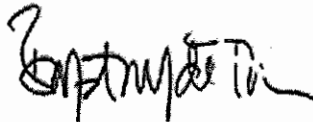
Stuart J. Glassman, MD  
President  
N.H. Medical Society



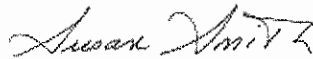
Sarah Mattson, Esq.  
Policy Director  
N.H. Legal Assistance



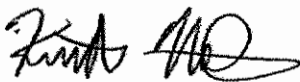
MaryLou Beaver  
New England Director  
Every Child Matters



Borja Alvarez de Toledo, President & CEO  
Child and Family Services of N.H.



Susan Smith, Executive Director  
N.H. Voices for Health



Ken Norton, LICSW  
Executive Director  
National Alliance on Mental Illness, N.H.

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<sup>i</sup> While reductions in ED use were evident in response to implementation of copayments, those reductions were counterbalanced by increased expenditures per user such that expenditures per person remained unchanged. The policy did reduce overall use of services, but in some cases shifted overall treatment patterns, such as the relative increase in inpatient care, in ways that are not inherently aligned with more cost-efficient or cost effective care. Wallace et al. 2008. How Effective Are Copayments in Reducing Expenditures for Low-Income Adult Medicaid Beneficiaries? Experience from the Oregon Health Plan. Health Research and Educational Trust.

<sup>ii</sup> Sommers et al. 2012 Dispelling Myths About Emergency Department Use: Majority of Medicaid Visits Are for Urgent or More Serious Symptoms. Center for Studying Health Systems Change.

<sup>iii</sup> CMCS Informational Bulletin. January 16, 2014.

<sup>iv</sup> Pitts et al. 2010. Where Americans Get Acute Care: Increasingly, it's not in their doctor's office. Health Affairs. 29(9):1620-1629.

<sup>v</sup> LaCall et al. 2010. Frequent users of the emergency departments: The myths, the data and the policy implications. Ann Emerg Med. 56:42-48.

<sup>vi</sup> Hunt et al. 2006. Characteristics of frequent users of emergency departments. Annals of Emergency Medicine. Vol 48: 1-8.

<sup>vii</sup> Washington State Health Care Authority Report to the Legislature, Emergency Department Utilization: Update on Assumed Savings from Best Practices Implementation. January 30, 2014.

<sup>viii</sup> Washington State Health Care Authority Report to the Legislature, Emergency Department Utilization: Update on Assumed Savings from Best Practices Implementation. January 30, 2014.

NEW HAMPSHIRE  
MEDICAL CARE ADVISORY COMMITTEE

Department of Health & Human Services ♦ Office of Medicaid Business and Policy  
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James Williamson  
NH Dental Society

Michelle Winchester

July 17, 2014

Ms. Diane Peterson, Medicaid Policy Administrator  
Legal and Policy Unit  
Office of Medicaid Business and Policy  
NH Department of Health and Human Services  
129 Pleasant Street – Thayer Building  
Concord, NH 03301

Via e-mail: [dpeterson@dhhs.state.nh.us](mailto:dpeterson@dhhs.state.nh.us)

**RE: Proposed Medicaid State Plan Amendment ending coverage and reimbursement for non-emergency use of a hospital emergency department**

Dear Ms. Peterson:

Thank you for the opportunity to comment on the newly-proposed State Plan Amendment (SPA) that, in the context of the NH Health Protection Program (NHHPP), would end Medicaid coverage and reimbursement for non-emergency use of a hospital emergency department (ED).

This letter is being submitted on behalf of New Hampshire's Medical Care (Medicaid) Advisory Committee (MCAC). Established by federal regulation, the MCAC is an appointed multi-stakeholder group of consumer, provider, and advocate members that has regular and periodic meetings with NH Department of Health and Human Services (Department) leaders.

Pursuant to federal regulation, the Department's Medicaid Director provides the MCAC with the opportunity to review and provide input into proposed Medicaid policy changes for New Hampshire, including proposed State Plan Amendments. These comments reflect the input and concerns of New Hampshire's MCAC.

The MCAC strongly supports and shares the Department's goal of encouraging access to health care services in the most appropriate settings and in the most efficient manner possible. We do not want people to use hospital emergency room services who can and should be seeking care in available and more appropriate settings. However, we do not believe that the proposed SPA is an effective means of accomplishing this shared and extremely important goal.

As a preliminary matter, there is evidence that designating non-emergent use of the ED as a non-covered / non-reimbursable service for NHHPP / Medicaid enrollees is a distinction that cannot actually be made under federal law.

Physician visits are a covered service for NHHPP and Medicaid enrollees. While our state can, under the law, impose a co-payment, it does not follow that a service that is otherwise described as an element of the Essential Health Benefit / Alternative Benefit Program (e.g., a physician visit) is not a covered service because an individual accessed that service through an ED.

The draft SPA appears to mistakenly equate the *service* itself (a covered service) with a *policy for the preferred site for delivering the service*. If a Medicaid enrollee chooses the improper site, federal law provides that the permissible penalty is a co-payment. We understand that New Hampshire decided not to move forward with a proposed co-payment earlier this year.

While there are available and best-practice policy means of helping to ensure that patients access services in preferred and appropriate care settings (see below), there is little if any evidence that removing coverage and reimbursement – and having enrollees be subject to a hefty charge – for non-emergent services in the ED is one of them, or that doing so actually addresses any underlying cause of ED usage for such services.

There are better and more effective tools at New Hampshire's disposal to help address this shared and important challenge, and that merit the Department's timely and meaningful consideration.

CMS issued guidance earlier this year outlining recommended strategies to reduce non-emergent use of an ED, including: broadening access to primary care services; addressing the needs of those who are high-utilizers of the ED; and addressing substance use disorder issues among high utilizers.<sup>1</sup> The MCAC supports these strategies and urges New Hampshire to adopt and employ them. Two of these concepts are explored in a bit more detail here.

#### *Broadening Access to and Awareness of Primary Care Sites*

Access to care is a threshold issue related to ED use. An effort needs to be made to identify and advertise alternate primary care sites, especially those available after business hours. Two-thirds of emergency visits occur after business hours<sup>ii</sup> and providing access to care after business hours may be a very practical first step in the effort to encourage appropriate use of the ED. The state could require New Hampshire's managed care organizations (MCOs) to have a minimum percentage of providers in each network that offer after-business-hours care.

New Hampshire could also partner with MCOs to produce educational materials for providers and enrollees to encourage recipients to use the most appropriate care settings and to make enrollees aware of available, alternate primary care sites. Adoption of a system to educate patients about the most appropriate settings for health care (through brochures and instructions) and training ED providers to explain to patients where to receive care for non-emergent issues, may be a more effective method of teaching enrollees about appropriate use of health care resources than the financial penalties likely associated with the proposed SPA.

#### *Deploying Managed Care Tools to Focus on High-Utilizers of the ED*

High ED utilizers (those with 4 or more ED visits in a year) comprise 4.5 percent to 8 percent of all ED patients across payors but account for 21-28 percent of all visits.<sup>iii</sup> High utilizers of the ED are more likely to have poor health and lack a usual source of care.<sup>iv</sup> In other words, a person who frequently uses the ED may be struggling to manage a chronic condition and/or to find a successful relationship with a provider.

New Hampshire can and should deploy the care coordination tools that the MCOs are charged with having to address these issues. MCO care coordinators could be charged with flagging enrollees with a certain number of ED visits each year as being potential participants in Health Homes or Special Needs Plans or Patient Centered Medical Homes. The care coordinators also could be charged with identifying any barriers to care that these enrollees are experiencing and working to address them, including screening high utilizers for behavioral health conditions.

An impressive model has recently been developed by the State of Washington. Since 2012, Washington has worked with its 90-plus hospitals to establish 7 best practices around reducing unnecessary ED use by Medicaid clients, in lieu of ending Medicaid reimbursement for non-emergent use of the ED. The best practices are:

- Tracking ED visits to reduce frequent user "ED shopping";
- Implementing patient education efforts to re-direct care to the most appropriate setting;
- Instituting a case management program to reduce non-urgent emergency department utilization by frequent users;
- Reducing non-emergent ED visits by collaborative use of prompt visits (within 72 hours) to primary care providers, and improving access to care;
- Implementing narcotic guidelines that will discourage narcotic-seeking behavior;
- Tracking data on patients prescribed controlled substances by widespread participation in the state's Prescription Monitoring Program; and
- Tracking progress of the overall program to make sure that the steps are working.



Ms. Diane Peterson  
July 17, 2014  
Page 3 of 3

Washington has achieved full participation by all of its hospital emergency departments and, even at this early stage, is enjoying impressive success. As of June 2013, overall ED use had declined by 9.9 percent, the rate of visits by high-utilizers decreased by 10.7 percent, and the rate of visits with a low-acuity diagnosis fell by 14.2 percent.<sup>v</sup>

New Hampshire has access to better and more effective tools with which to encourage and incentivize the use of appropriate care settings than the proposed SPA, along with the opportunity to work with providers and stakeholders on exploring the implementation of a Washington-like initiative in our state. Broadening access to and awareness of primary care, and deploying managed care tools for those enrollees who are high utilizers of EDs, are best practice policy options far more likely to be effective than the draft SPA proposal.

Thank you for the opportunity to submit these comments on the newly proposed State Plan Amendment. The MCAC is pleased to continue working with you on efforts to ensure the successful implementation of the NH Health Protection Program.

Sincerely,



Douglas McNutt, Chair  
NH Medical Care Advisory Committee

<sup>i</sup> CMCS Informational Bulletin. January 16, 2014.

<sup>ii</sup> Pitts et al. 2010. Where Americans Get Acute Care: Increasingly, It's Not At Their Doctor's Office

<sup>iii</sup> LaCall et al. 2010. Frequent users of the emergency departments: The myths, the data and the policy implications. *Ann Emerg Med.* 56:42-48.

<sup>iv</sup> Hunt et al. 2006. Characteristics of frequent users of emergency departments. *Annals of Emergency Medicine.* Vol 48: 1-8.

<sup>v</sup> Washington State Health Care Authority Report to the Legislature, Emergency Department Utilization: Update on Assumed Savings from Best Practices Implementation. January 30, 2014.

NH Community  
Behavioral Health  
ASSOCIATION

1 Pillsbury Street, Suite 200 Concord, NH 03301-3570 603-225-6633 FAX 603-225-4739

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Ms. Diane Peterson  
NH Department of Health and Human Services  
Office of Medicaid Business and Policy  
129 Pleasant Street  
Concord NH 03301

July 18, 2014

RE: Proposed SPA ending coverage and reimbursement for non-emergency use of a hospital emergency department

Dear Ms. Peterson:

The NH Community Behavioral Health Association, representing the state's ten community mental health centers, wishes to echo the comments about the proposed State Plan Amendment submitted to you by the NH Fiscal Policy Institute and the NH Medical Care Advisory Committee. We agree with the concerns stated by both NHFPI and MCAC in their July 17<sup>th</sup> letters, and we wish to emphasize that the populations we serve will be inordinately impacted by this proposal.

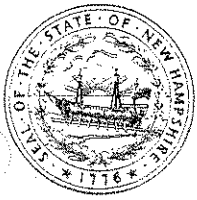
Both NHFPI and MCAC suggest that there are better and more effective tools available to encourage the use of appropriate healthcare settings. We agree. The inappropriate use of hospital emergency departments by individuals in a psychiatric crisis will not be solved through the use of financial penalties. We are already working with your Department and policymakers to address this problem with additional beds at NH Hospital, through additional support for community based mental health services, and through implementation of the state's Ten-Year Mental Health Plan by the MCOs as part of their care coordination efforts.

Thank you for the opportunity to comment. Very truly yours,



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Jay Couture, President  
NH Community Behavioral Health Association



State of New Hampshire FIS 14-130  
DEPARTMENT OF HEALTH AND HUMAN SERVICES Additional Information

129 PLEASANT STREET, CONCORD, NH 03301-3857  
603-271-9200 FAX: 603-271-4912 TDD ACCESS: RELAY NH 1-800-735-2964

NICHOLAS A. TOUMPAS  
COMMISSIONER

September 10, 2014

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
Legislative Office Building  
104 North State Street  
Concord, NH 03301

Dear Chairman Wallner:

**Information Item**

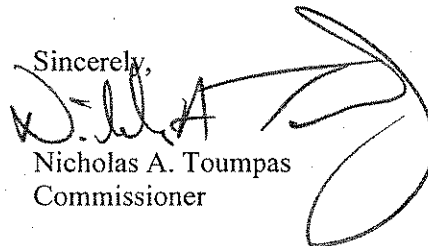
I am writing to update the Committee regarding Item 14-130 that was tabled at the July 26, 2014, meeting and that would amend the Medicaid State Plan to cover hearing aids for the New Hampshire Health Protection population.

The decision to bring forward the item to add hearing aid benefits to the State Plan for the New Hampshire Health Protection population was made based upon information from the Centers for Medicare and Medicaid Services (CMS) that the current State Plan language would not cover this benefit for the new adults being added under SB 413.

Subsequent to the July 26, 2014, Fiscal Committee meeting, CMS provided the Department with new information that hearing aids were, in fact, covered under the category of durable medical equipment that is included in the current Medicaid State Plan and that because under RSA 415:6-p, hearing aids are a State insurance mandate, the Department would be required to provide a hearing aid benefit for the new adults that is the same as that now provided to the current Medicaid population, unless the State sought a waiver to remove the benefit for the new adult group. As noted at last month's Fiscal Committee meeting, the cost of this benefit for the new adults is estimated at \$50,000 total funds per year with 100% federal match until 2017. A copy of RSA 415:6-p is attached for the Committee's information.

In light of CMS's most recent information regarding the hearing aid benefit for the new adult group, the Department is prepared to withdraw the pending hearing aid item at the upcoming September 26, 2014, meeting.

Sincerely,



Nicholas A. Toumpas  
Commissioner

Enclosure

cc: Members, Fiscal Committee

# TITLE XXXVII INSURANCE

## CHAPTER 415 ACCIDENT AND HEALTH INSURANCE

### Section 415:6-p

**415:6-p Coverage for Hearing Aids.** – Each insurer that issues or renews any individual policy or certificate for delivery in this state, or contract of accident or health insurance providing benefits for medical or hospital expenses, shall provide coverage for the professional services associated with the practice of fitting, dispensing, servicing, or sale of hearing instruments or hearing aids. The benefits included in this section shall not be subject to any greater deductible or coinsurance or copay than any other benefits provided by the insurer. Insurers are required to cover the cost of a hearing aid for each ear, as needed, as well as related services necessary to assess, select, and fit the hearing aid with a maximum for the hearing aid and related services of no less than \$1,500 per hearing aid every 60 months. The insured may choose a higher price hearing aid and pay the difference in cost. The hearing aid shall be prescribed and dispensed by a licensed audiologist or hearing instrument specialist. Notwithstanding any provision of law or rule to the contrary, the coverage under this section shall not apply to the medical assistance program, pursuant to RSA 161 and RSA 167. In this section:

I. "Hearing care professional" means a person who is a licensed audiologist, a licensed hearing instrument dispenser, or a licensed physician.

II. "Hearing instrument" or "hearing aid" means any instrument or device designed, intended, or offered for the purpose of improving a person's hearing and any parts, attachments, or accessories, including earmolds. Batteries, cords, and individual or group auditory training devices and any instrument or device used by a public utility in providing telephone or other communication services are excluded.

III. "Hearing instrument dispenser" means a person who is a hearing care professional that engages in the selling, practice of fitting, selecting, recommending, dispensing, or servicing of hearing instruments or the testing for means of hearing instrument selection or who advertises or displays a sign or represents himself or herself as a person who practices the testing, fitting, selecting, servicing, dispensing, or selling of hearing instruments.

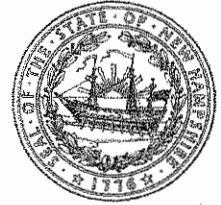
IV. "Practice of fitting, dispensing, servicing, or sale of hearing instruments" means the measurement of human hearing with an audiometer, calibrated to the current American National Standard Institute standards, for the purpose of making selections, recommendations, adoptions, services, or sales of hearing instruments including the making of earmolds as a part of the hearing instrument.

**Source.** 2010, 362:1, eff. Jan. 1, 2011.

The State of New Hampshire  
**DEPARTMENT OF ENVIRONMENTAL SERVICES**



Thomas S. Burack, Commissioner



August 21, 2014

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

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

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, authorize the Department of Environmental Services (DES) to accept and expend \$270,270 from the National Oceanic and Atmospheric Administration (NOAA) to complete tasks for coastal zone management, effective upon Governor and Council approval through June 30, 2015. 100% Federal Funds. Funding to be budgeted as follows:

**FY 2015  
 Coastal Zone Management  
 03-44-44-442010-3642**

Class	Budget Category	Current Budget	Requested Action	Revised Budget
<b>Income</b>				
000-404214	Coastal Zone Management	(\$1,446,620)	(\$270,270)	(\$1,716,890)
<b>Expenditures</b>				
010-500100	Personal Services Perm Class	\$469,914	\$0	\$469,914
018-500106	Overtime	\$5,000	\$0	\$5,000
020-500200	Current Expense	\$19,900	\$0	\$19,900
022-500255	Rents-Leases Other Than State	\$42,000	\$0	\$42,000
024-500227	Maint Other Than Bldg-Grounds	\$300	\$0	\$300
026-500251	Organizational Dues	\$12,400	\$0	\$12,400
027-500799	Transfers to DoIT	\$40,083	\$0	\$40,083
028-500292	Transfers to General Services	\$3,413	\$0	\$3,413
030-500302	Equipment New Replacement	\$5,000	\$0	\$5,000
039-500188	Telecommunications	\$8,000	\$0	\$8,000
040-500800	Indirect Costs	\$48,252	\$0	\$48,252
041-500801	Audit Fund Set Aside	\$1,376	\$270	\$1,646

DES Web Site: [www.des.nh.gov](http://www.des.nh.gov)

P.O. Box 95, 29 Hazen Drive, Concord, New Hampshire 03302-0095  
 Telephone: (603) 271-3503 Fax: (603) 271-2181 TDD Access: Relay NH 1-800-735-2964

Class	Budget Category	Current Budget	Requested Action	Revised Budget
042-500620	Additional Fringe Benefits	\$56,574	\$0	\$56,574
049-500294	Transfers to Other State Agencies	\$279	\$0	\$279
050-500109	Personnel Full-Time Temp	\$44,770	\$40,000	\$84,770
059-500117	Salary Temporary Employees	\$10,000	\$0	\$10,000
060-500601	Benefits	\$274,583	\$0	\$274,583
066-501709	Employee Training	\$2,200	\$0	\$2,200
070-500705	In-State Travel	\$2,400	\$0	\$2,400
072-500573	Grants Federal	\$336,184	\$170,000	\$506,184
080-500716	Out Of State Travel	\$7,200	\$0	\$7,200
102-500731	Contracts for Program Services	\$56,792	\$60,000	\$116,792
<b>TOTAL</b>		<b>\$1,446,620</b>	<b>\$270,270</b>	<b>\$1,716,890</b>

**EXPLANATION**

The New Hampshire Coastal Program (NHCP) is the recipient of an annual grant from NOAA to provide funding and staff assistance to towns and cities, and other local and regional groups who protect clean water, restore coastal habitats, and help make communities more resilient to flooding and other natural hazards. Additional funds are being budgeted to close-out the grant following completion of all deliverables under the approved scope of work. Existing grant obligations cannot be satisfied without access to these resources.

DES is requesting authorization to accept and expend \$270,270 in additional funds and to budget these funds as follows:

Class 41 *Audit Set Aside* – Increase is necessary since there is an increase in the overall budget and the class is based on a percentage of the budget.

Class 050 *Personnel Services* – The additional amount of \$40,000 will not be used for new positions. These funds are available in support of an expanded project beyond the usual budget scope for an annual award. These funds will be used to supplant funding for currently budgeted DES positions determined to be necessary to complete required tasks under the grant.

There are sufficient funds in classes 60-Benefits, 42-Additional Fringe Benefits and 41-Indirect Costs to cover the increased salary costs.

Position #	Title	Account (03-44-44)	Funding Mix	Amount
42157	Environmentalist IV	442010-20350000-010	100% Federal	\$15,000
16798	Assistant Administrator	442010-76020000-010	100% Federal	\$5,000
12114	Environmentalist IV	442010-76020000-010	100% Federal	\$5,000
41223	Program Specialist IV	442010-76020000-010	100% Federal	\$5,000
16799	Environmental Program Manager	442010-76020000-010	100% Federal	\$10,000

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee and  
Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
page 3 of 3

*Class 072 Grants Federal* – The additional amount of \$170,000 will be used to provide funding to towns and cities, and other local and regional groups who protect clean water, restore coastal habitats, and help make communities more resilient to flooding and other natural hazards. The funding will directly address NHCP performance measurement goals established by NOAA.

*Class 102 Contracts for Contract Services* – The additional amount of \$60,000 will be used to provide technical services necessary to enable coastal communities, regional planning commissions and other local and regional groups implement technical activities to protect clean water, restore coastal habitats, and help make communities more resilient to flooding and other natural hazards

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

We respectfully request your approval.



Thomas S. Burack  
Commissioner

**COASTAL ZONE MANAGEMENT GRANT  
FISCAL SITUATION FY15  
03-44-44-442010-36420000**

Total Federal	\$2,826,500.00
Less Expenditures thru 6/30/14	<u>\$841,636.16</u>
Remaining Authorization to Budget	\$1,984,863.84
Less Current FY15 Budget Authorization	<u>\$1,446,620.00</u>
Total Available for Budgeting	\$538,243.84
<b>REQUESTED ACTION</b>	<u>\$270,270.00</u>
Available to Budget at a later date	\$267,973.84

<b>Grant Award Number</b>	<b><u>Award Amount</u></b>	<b><u>Expenses to 6/30/14</u></b>	<b><u>Balance</u></b>
NA12NOS4190085	959,000.00	788,774.22	170,225.78
NA13NOS4190042	902,500.00	52,861.94	849,638.06
NA14NOS4190067	965,000.00	0.00	965,000.00
<b>TOTAL</b>	<u>2,826,500.00</u>	<u>841,636.16</u>	<u>1,984,863.84</u>



U. S. DEPARTMENT OF COMMERCE		Award Number	
<b>Award Action Request</b>		<b>NA12NOS4190085</b>	
Recipient Name Environmental Services, New Hampshire Department of		Request Type No Cost Extension - Prior Approval Required Document ID: 2462115	
Street Address 29 Hazen Drive		Award Period 07/01/2012 - 06/30/2015	
City, State, Zip Code Concord NH 03301-6510 USA		Total Award Funding Federal: \$959,000.00 Non-Federal: \$889,000.00	
Program Office NOS Office of Ocean and Coastal Resource Management (OCRM)		Program Officer R. Randall Schneider (301)713-3155 randall.schneider@noaa.gov	
CFDA Number and Project Title 11.419: CZM Program Grants FY12 Combined 306/A/309			
Requested Extension Date 06/30/2015			
Justification The New Hampshire Coastal Program (NHCP) hereby requests a no cost, one-year extension of our 2012 grant program #NA12NOS4190085 to June 30, 2015 to complete the following tasks: 1) Task 306-3, Activity 8 – Designated River Local Advisory Committee communication assistance; 2) Task 306-7, Activity 6 – Create a final guide for sediment management for dam removal projects; and 3) Task 309-2, Activity 2 – Coordination and communication assistance to the New Hampshire Coastal Risks and Hazards Commission, which is included in a change of scope request being submitted concurrently.			
Award Action Request Status Accepted			
SUBMITTED BY David Murphy		DATE 11/25/2013	
APPROVED BY Alan Conway		DATE 12/10/2013	

U. S. DEPARTMENT OF COMMERCE <b>Award Action Request</b>		Award Number <b>NA13NOS4190042</b>	
Recipient Name Environmental Services, New Hampshire Department of		Request Type No Cost Extension - Prior Approval Required Document ID: 2460306	
Street Address 29 Hazen Drive		Award Period 07/01/2013 - 12/31/2015	
City, State, Zip Code Concord NH 03301-6510 USA		Total Award Funding Federal: \$902,500.00 Non-Federal: \$837,500.00	
Program Office NOS Office of Ocean and Coastal Resource Management (OCRM)		Program Officer R. Randall Schneider (301)713-3155 randall.schneider@noaa.gov	
CFDA Number and Project Title 11.419: CZM Program Grants FY13 Combines 306/A/309			
Requested Extension Date 12/31/2015			
Justification 12-month No Cost Extension request for our FFY13 grant - NA13NOS4190042 - through December 31, 2015. Extension is needed to provide additional time to complete new task 306-14, Establishment of a Marine Mammal Rescue and Response Capability for New Hampshire. This request is being submitted concurrently with a Change in Scope for the above referenced task.			
Award Action Request Status Accepted			
SUBMITTED BY David Murphy		DATE 11/15/2013	
APPROVED BY Michele Pollard		DATE 12/04/2013	

U. S. DEPARTMENT OF COMMERCE

GRANT       COOPERATIVE AGREEMENT

**FINANCIAL ASSISTANCE AWARD**

AWARD NUMBER

**NA14NOS4190067**

RECIPIENT NAME    Environmental Services, New Hampshire Department of

STREET ADDRESS    29 Hazen Drive

FEDERAL SHARE OF COST      \$965,000.00

CITY, STATE, ZIP CODE    Concord NH 03301-6510

RECIPIENT SHARE OF COST      \$886,000.00

AWARD PERIOD      07/01/2014-12/31/2015

TOTAL ESTIMATED COST      \$1,851,000.00

AUTHORITY    16 U.S.C. 1455, 1455a, 1456b

CFDA NO. AND PROJECT TITLE

11.419 CZM Program Grants FY14 Combines 306/A/309

This award offer approved by the Grants Officer constitutes an obligation of Federal funding. By accepting this award offer, the Recipient agrees to comply with the award Terms and Conditions checked below. If this was a paper issued award offer, please send two signed documents to the Grants Officer and retain one set of signed award documents for your files. If this award offer is not accepted without modification within 30 days of receipt, the Grants Officer may unilaterally withdraw this award offer and de-obligate the funds.

- Department of Commerce Financial Assistance Standard Terms and Conditions
- Government Wide Research Terms and Conditions
- Bureau Specific Administrative Standard Award Conditions
- Award Specific Special Award Conditions
- Line Item Budget
- 15 CFR Part 14, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, Other Non-Profit, and Commercial Organizations
- 15 CFR Part 24, Uniform Administrative Requirements for Grants and Agreements to States and Local Governments
- OMB Circular A-21, Cost Principles for Educational Institutions
- OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments
- OMB Circular A-122, Cost Principles for Non-Profit Organizations
- 48 CFR Part 31, Contract Cost Principles and Procedures
- OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations
- Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements  
REF: 77 FR 74634 (December 17, 2012)
- Other(s)  
77 FR 74634 (December 17, 2012)

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER

Alan Conway

TITLE

Grants Officer

DATE

07/03/2014

TYPE NAME AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

Susan Carlson

TITLE

DATE

07/11/2014

**ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER  
ATTORNEY GENERAL



ANN M. RICE  
DEPUTY ATTORNEY GENERAL

September 3, 2014

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

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

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Justice to amend Fiscal Item #13-191 approved by the Fiscal Committee on September 13, 2013 and Governor and Council on October 2, 2013, item #24, by extending the end date from September 30, 2014 to a new end date of June 30, 2015. This funding is for the purposes of establishing a Statewide Automated Victim Information and Notification Program (SAVIN) effective upon Fiscal Committee and Governor and Council approvals through June 30, 2015. No new funds are being requested. 100% Federal Funds.
2. Upon approval of Requested Action number one, authorize the Department of Justice to further amend item #24, approved by Governor and Council on October 2, 2013, 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 previous end date of September 30, 2014, to a new end date of June 30, 2015, effective upon Governor and Council approval. No new funds are being requested. 100% Federal Funds.

Funds are available in account #02-20-20-201510-1137-072-500576, Department of Justice FY 11 SAVIN Grant.

EXPLANATION

In a previous item, the NH Department of Justice was given approval to accept and expend funding from the US Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, to

implement a program entitled "Statewide Automated Victim and Information Notification Program." The purpose of the program is to assist crime victims through enhanced notification efforts. Through this action, the NH Department of Justice is seeking approval to extend the end date on that project so that we may meet the objectives of the program. Additional time is required as a result in delays in the development process, to include contracting with vendors and designing suitable program criteria.

The program's dual purpose is 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 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.

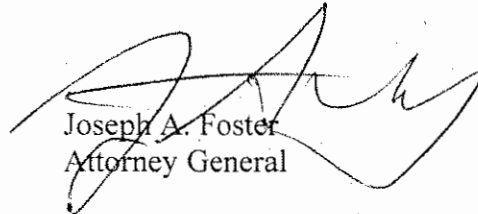
Funding under this project supports the construction and implementation of a subscription notification service component to the NH Department of Safety's established criminal information sharing system, J-One. The system is scheduled to connect to the state prison, the courts, and the county jails, and 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.

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

JAF/jeb  
#1085973



US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

**GRANT ADJUSTMENT NOTICE**

Grantee Information			
<b>Grantee Name:</b>	New Hampshire Department of Justice	<b>Project Period:</b>	10/01/2011 - 09/30/2014
<b>Grantee Address:</b>	33 CAPITOL STREET CONCORD, 03301	<b>Program Office:</b>	BJA
<b>Grantee DUNS Number:</b>	80-859-1127	<b>Grant Manager:</b>	Erich Dietrich
<b>Grantee EIN:</b>	02-6000618	<b>Application Number(s):</b>	2011-H0918-NH-VN
<b>Vendor #:</b>	026002618	<b>Award Number:</b>	2011-VN-CX-0014
<b>Project Title:</b>	Statewide Automated Victim Information and Notification Program	<b>Award Amount:</b>	\$985,141.00
<b>GAN Number:</b>			006
		<b>Date:</b>	07/02/2014

Change Project Period			
<b>Current Grant Period:</b>	Month: 35 Day: 29	<b>New Grant Period:</b>	Month: 47 Day: 29
<b>Project Start Date:</b>	10/01/2011	<b>*New Project Start Date:</b>	10/01/2011
<b>Project End Date:</b>	09/30/2014	<b>*New Project End Date:</b>	09/30/2015

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

The State of New Hampshire is respectfully requesting a 12-month 'no-cost' extension on our federal fiscal year 2011 Statewide Automated Victim Information and Notification (SAVIN) grant award, to September 30, 2015. The State

**Attachments:**

Filename:	User:	Timestamp:
Savin Program Implementation_ECEN_20140602.pdf	RFaretra3	06/13/2014 12:56 PM
Project Period GAN request letter.pdf	RFaretra3	06/13/2014 1:00 PM

Print

**Audit Trail:**

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	07/02/2014 12:00 PM
Submitted	PO - Grant Manager	RFaretra3	06/16/2014 8:20 AM
Draft	EXTERNAL - External User	RFaretra3	06/16/2014 8:19 AM
Draft	EXTERNAL - External User	RFaretra3	06/13/2014 1:10 PM
Draft	EXTERNAL - External User	RFaretra3	06/13/2014 12:55 PM

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:	20SAV11A
Grant End Date:	06/30/2015	Federal Grant Number:	2011-VN-CX-0014
Appropriation No.:	02-20-20-201510-1137-072-500576		
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.			

ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

JC TH A. FOSTER  
A NEY GENERAL



ANN M. RICE  
DEPUTY ATTORNEY GENERAL

900 Council  
10-2-13  
#24

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.

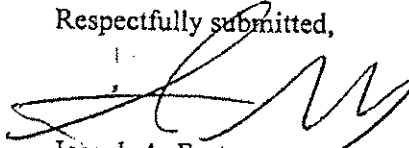
The new award to the NH Department of Corrections is the second of two small awards to the Department to assist with the staffing requirements of developing the SAVIN system in that agency.

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

JAF/jeb  
#937710



US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

**GRANT ADJUSTMENT NOTICE**

**Grantee Information**

<b>Grantee Name:</b>	New Hampshire Department of Justice	<b>Project Period:</b>	10/01/2011 - 09/30/2014	<b>GAN Number:</b>	004
<b>Grantee Address:</b>	33 CAPITOL STREET CONCORD, 03301	<b>Program Office:</b>	BJA	<b>Date:</b>	05/10/2013
<b>Grantee DUNS Number:</b>	80-859-1127	<b>Grant Manager:</b>	Shauna Conolly		
<b>Grantee EIN:</b>	02-6000618	<b>Application Number(s):</b>	2011-H0918-NH-VN		
<b>Vendor #:</b>	026002618	<b>Award Number:</b>	2011-VN-CX-0014		
<b>Project Title:</b>	Statewide Automated Victim Information and Notification Program	<b>Award Amount:</b>	\$985,141.00		

**Change Project Period**

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

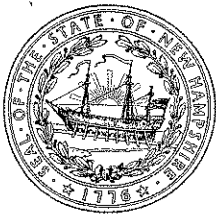
**Actions:**

**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	turcklucla	05/21/2013 8:43 AM	View Note
Change Requested	EXTERNAL - External User	turcklucla	05/21/2013 8:43 AM	View Note
Change Requested	PO - Grant Manager	turcklucla	05/06/2013 9:49 AM	View Note
Change Requested	EXTERNAL - External User	turcklucla	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.: 177878-8001
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 Coiby 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 Program	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.			



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

603-271-2341  
 FAX: 603-271-6784  
 www.nheconomy.com

September 4, 2014

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**

1. Pursuant to the provisions of RSA 14:30-a, VI, authorize the Department of Resources and Economic Development (DRED), Division of Economic Development to accept and expend funds from grant #SBAHQ-14-IT-0019 from the US Small Business Administration - State Trade and Export Promotion (STEP) Grant Program in the amount of \$159,725.00 upon Fiscal Committee and Governor and Executive Council approval through June 30, 2015. **100% Federal Funds**

Funding to be budgeted in account titled State Trade and Export Promotion (STEP) Grant, as follow:


**03-35-35-351010-08370000 State Trade Export Promotion (STEP) Grant**

		2015
		<u>Requested Budget</u>
000-407792	Federal Funds	\$159,725
040-500800	Indirect Costs	\$7,635
041-500801	Audit Fund Set Aside	\$160
102-500731	Contracts for Program Services	<u>\$151,930</u>
	Total:	\$159,725

**EXPLANATION**

The US Small Business Administration's State Trade Export Promotion (STEP) program, which was created by the Small Business Jobs Act legislation, awards grants to States for the purpose of furthering their efforts of helping small businesses prepare for new international markets, comply with trade regulations, access export financing and participate in international trade shows and trade missions. These grants allow for the creation of specialized programs in which to focus on foreign markets with the



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

DIVISION OF ECONOMIC DEVELOPMENT 603-271-2341

highest growth potential and industries with the greatest and most immediate ability to compete successfully in the world marketplace.

This grant is the third round of competitive funding. New Hampshire is one of only twenty-four states to receive the STEP grant this year.

In the event that Federal Funds are no longer available, General Funds will not be requested to continue the support of this project. It is anticipated that the funding will be fully committed and/or expended by June 30, 2015.

Respectfully Submitted,

Concurred,



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Carmen Lorentz, Director



---

Jeffrey J. Rose, Commissioner



# NOTICE OF AWARD

<b>U.S. Small Business Administration</b>																																													
<b>1. AUTHORIZATION (Legislation/Regulation)</b> Public Law 111 - 240, Small Business Jobs Act of 2010		<b>2. Grant/Cooperative Agreement No.:</b> SBAHQ-14-IT-0019																																											
<b>3. RECIPIENT: (Name, Organizational Unit, Address)</b> RESOURCES AND ECONOMIC DEVELOPMENT, NEW HAMPS  172 PEMBROKE ROAD P.O. BOX 1856  CONCORD NH 033021856		<b>4. PROJECT PERIOD (Mo./Day/Yr.)</b> From 09/30/2014 Through 09/29/2015	<b>5. BUDGET PERIOD (Mo./Day/Yr.)</b> From 09/30/2014 Through 09/29/2015																																										
		<b>6. FEDERAL CATALOG NO.</b> 59.061	<b>7. ADMINISTRATIVE CODES</b> 4506001EZ0019																																										
		<b>8. TITLE OF PROJECT/PROGRAM (limit to 53 spaces)</b> FY 14 STEP	<b>9. AWARD AMOUNT</b> Amount of SBA Financial Assistance \$159,725.00																																										
<b>10. DIRECTOR OF PROJECT (Program or Center Director, Coordinator or Principal Investigator)</b>  NAME Kasim Tina Last First Initial ADDRESS Same as above		<b>11. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project)</b>																																											
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 25%;">BUDGET YEAR</th> <th style="width: 25%;">TOTAL DIRECT COST</th> <th style="width: 25%;">BUDGET YEAR</th> <th style="width: 25%;">TOTAL DIRECT COST</th> </tr> <tr> <td>a.</td> <td style="text-align: center;">\$0.00</td> <td>b.</td> <td style="text-align: center;">\$0.00</td> </tr> </table>	BUDGET YEAR	TOTAL DIRECT COST	BUDGET YEAR	TOTAL DIRECT COST	a.	\$0.00	b.	\$0.00																																			
BUDGET YEAR	TOTAL DIRECT COST	BUDGET YEAR	TOTAL DIRECT COST																																										
a.	\$0.00	b.	\$0.00																																										
<b>12. Approved Budget (Excludes SBA Direct Assistance)</b> <input type="checkbox"/> SBA Funds Only <input checked="" type="checkbox"/> Total project costs including all other financial participation.		<b>13. Remarks (Other Terms &amp; Conditions Attached)</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																																											
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;"></th> <th style="width: 15%;">Federal Share</th> <th style="width: 15%;">Non-Federal Share</th> </tr> </thead> <tbody> <tr><td>a. Personal Service_____</td><td style="text-align: center;">0.00</td><td style="text-align: center;">0.00</td></tr> <tr><td>b. Fringe Benefits_____</td><td style="text-align: center;">0.00</td><td style="text-align: center;">0.00</td></tr> <tr><td>c. Consultants_____</td><td style="text-align: center;">0.00</td><td style="text-align: center;">0.00</td></tr> <tr><td>d. Travel_____</td><td style="text-align: center;">0.00</td><td style="text-align: center;">0.00</td></tr> <tr><td>e. Equipment_____</td><td style="text-align: center;">0.00</td><td style="text-align: center;">0.00</td></tr> <tr><td>f. Supplies_____</td><td style="text-align: center;">0.00</td><td style="text-align: center;">0.00</td></tr> <tr><td>g. Contractual_____</td><td style="text-align: center;">0.00</td><td style="text-align: center;">0.00</td></tr> <tr><td>h. Other_____</td><td style="text-align: center;">0.00</td><td style="text-align: center;">0.00</td></tr> <tr><td><b>i. TOTAL DIRECT COSTS_____</b></td><td style="text-align: center;"><b>\$0.00</b></td><td style="text-align: center;"><b>\$0.00</b></td></tr> <tr><td>j. Indirect cost_____</td><td style="text-align: center;">0.00</td><td style="text-align: center;">0.00</td></tr> <tr><td>(Rate) 0 % of S &amp; W/TADC</td><td></td><td></td></tr> <tr><td>k. OTHER APPL. COSTS_____</td><td style="text-align: center;">0.00</td><td style="text-align: center;">0.00</td></tr> <tr><td><b>l. TOTAL APPROVED BUDGET</b></td><td style="text-align: center;"><b>\$0.00</b></td><td style="text-align: center;"><b>\$0.00</b></td></tr> </tbody> </table>			Federal Share	Non-Federal Share	a. Personal Service_____	0.00	0.00	b. Fringe Benefits_____	0.00	0.00	c. Consultants_____	0.00	0.00	d. Travel_____	0.00	0.00	e. Equipment_____	0.00	0.00	f. Supplies_____	0.00	0.00	g. Contractual_____	0.00	0.00	h. Other_____	0.00	0.00	<b>i. TOTAL DIRECT COSTS_____</b>	<b>\$0.00</b>	<b>\$0.00</b>	j. Indirect cost_____	0.00	0.00	(Rate) 0 % of S & W/TADC			k. OTHER APPL. COSTS_____	0.00	0.00	<b>l. TOTAL APPROVED BUDGET</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>14. THIS AWARD IS SUBJECT TO THE FOLLOWING COST PRINCIPLES AND OMB UNIFORM ADMINISTRATIVE REQUIREMENTS :</b>  <input type="checkbox"/> 2 CFR Part 220 - Cost Principles for Educational Institutions <input checked="" type="checkbox"/> 2 CFR Part 225 - Cost Principles for State and Local Governments <input type="checkbox"/> 2 CFR Part 230 - Cost Principles for Non-Profit Organizations <input type="checkbox"/> FAR Subpart 31.2 - Principles for Determining Cost Applicable to Awards with For-Profit Organizations <input checked="" type="checkbox"/> 13 C.F.R. Part 143 - Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments <input type="checkbox"/> 2 CFR Part 215 - Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and other Non-Profit Organizations. <input checked="" type="checkbox"/> OMB Circular - A - 133 - Audits of States, Local Governments, and other Non-Profit Orgs.	
	Federal Share	Non-Federal Share																																											
a. Personal Service_____	0.00	0.00																																											
b. Fringe Benefits_____	0.00	0.00																																											
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<b>l. TOTAL APPROVED BUDGET</b>	<b>\$0.00</b>	<b>\$0.00</b>																																											
<b>15. THIS AWARD IS SUBJECT TO THE TERMS AND CONDITIONS ON THE REVERSE SIDE</b>																																													
<b>16. CRS - EIN</b> 02-6000618		<b>17. COUNTY NAME</b> Merrimack	<b>18. CONGRESSIONAL DISTRICT NO.</b> NH-002																																										
<b>19a. CITY CODE</b> 14200	<b>b. COUNTY CODE</b> 013	<b>c. STATE CODE</b> 33	<b>d. PROGRAM CODE</b> 506001																																										
<b>BUDGET CODE</b> 20a 203604101610001	<b>DOCUMENT NO.</b> b. SBAHQ-14-IT-0019	<b>AMT. ACTION FIN. ASST.</b> c. 159725.00	<b>TYPE OF ORGANIZATION</b> d. State Government																																										
<b>21. AGENCY OFFICIAL (Signature, Name and Title)</b> Monica Butler		<b>22. DATE ISSUED (Mo./Day/Yr.)</b> 08/27/2014																																											
<b>23. RECIPIENT OFFICIAL (Signature, Name and Title)</b>		<b>24. DATE (Mo./Day/Yr.)</b>																																											

THIS AWARD IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING.

- A. The program legislation and / or regulation cited in block 1.
- B. This award notice including terms and conditions, if any, noted under block 13, Remarks.
- C. SBA Federal Assistance Regulations or Manual issuances in effect at the beginning date of the budget period.
- D. The applicable program announcement, if any.
- E. SBA Policy Guidelines in effect as of the beginning date of the budget period.
- F. SBA Administrative Regulations / Guidelines in effect as of the beginning date of the budget period.

In the event that there are any conflicting or otherwise inconsistent policies applicable to this award, the above order of precedence shall prevail. Acceptance of ALL terms and conditions is acknowledged by the Recipient's Signature in block 23.



U.S. Small Business Administration

NOTICE OF AWARD

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT PRICE (E)	AMOUNT (F)
	DUNS Number: 787504158 Delivery: 08/12/2014 Delivery Location Code: 506001 Small Business Administration Office of International Trade 409 3rd St., S.W. Washington DC 20416 USA  Accounting Info: 1414.40400DB.506001.20360.4101.610001.5060001 Period of Performance: 09/30/2014 to 09/29/2015				
0001	2014 STEP GRANT NEW HAMPSHIRE Obligated Amount: \$159,725.00  The total amount of award: \$159,725.00. The obligation for this award is \$159,725.00.				159,725.00

**U.S. Small Business Administration  
State Trade and Export Promotion Grant Program  
PROGRAM ANNOUNCEMENT  
No. OIT-STEP-2014-01**

Submitted by

STATE OF NEW HAMPSHIRE  
Department of Resources and Economic Development  
Division of Economic Development  
Office of International Commerce/International Trade Resource Center  
172 Pembroke Road  
PO Box 1856  
Concord, NH 03301-1856  
Tel: (603) 271-8444  
Fax: (603) 271-6784  
Tina Kasim, International Program Manager  
Office of International Commerce/International Trade Resource Center  
Email: [tina.kasim@dred.nh.gov](mailto:tina.kasim@dred.nh.gov)

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## TECHNICAL PROPOSAL

### I. ORGANIZATIONAL EXPERIENCE AND CAPACITY:

New Hampshire's export successes earned national attention in 2013: First in the nation in export growth - at 22 percent and \$4.3 billion in exports and first in the nation to develop an industry-specific, export-focused consortium. There were many more achievements last year, largely attributable to the two State Trade Export Promotion (STEP) grants awarded to the state. By leveraging these awards with resources, partnerships and creativity, New Hampshire's Office of International Commerce (NH OIC) saw significant returns from the businesses it assisted. The programs offered under STEP were tailored to the needs of companies, many of which did not have the finances to explore international business development. These grants enabled them to explore both new-to-market opportunities, as well as new markets for companies with some export experience. This grant made it possible for businesses to explore prospects that would otherwise have been lost if not for STEP. The grants awarded to small businesses translated into successes in many cases; success they may not have achieved for years -- if ever.

New Hampshire received nearly \$600,000 from the STEP program. Considering the long business cycles many of our companies are facing, this investment to date, has turned into more than \$3 million in export sales, and the training of more than 200 company representatives on a variety of topics. These programs and resulting success stories now brand the state as an emerging aerospace and defense hub at key international trade shows.

The goal of this proposal is to create results-oriented programs to continue direct-to-market opportunity for the state's businesses, through programs that are flexible and timely for high growth industries already exporting, while encouraging others to learn, plan and add exporting to their business plans.

In Years One and Two of the STEP grant, the NH OIC organized over 300 companies in the aerospace and defense sectors to promote the state's fastest growing industries in global markets, including the UK and Canada. This also generated a noticeable increase, and reach, to markets in Southeast Asia, Australia and the Middle East. Collaboration plays an even bigger role in this year's plan. In Year Three of STEP, New Hampshire will build on programs yielding the greatest results for businesses and encouraging them to better leverage resources. NH OIC will also maintain a horizontal approach in working with companies and manufacturers in a variety of sectors to provide counselling,

market research, access to markets, tradeshow participation, etc. By making these opportunities available, NH OIC is confident the grant will provide the extra financial capital to make meaningful changes within companies, such as marketing, technical know-how or finding trading partners in new or expanded markets. All activities will be conducted via the existing partnerships between the New Hampshire's Office of International Commerce, U.S. Commercial Service, local Small Business Administration (SBA) liaisons, the Small Business Development Centers (SBDC), the state's export outreach team known as the NH International Trade Network and educational institutions.

The state trade program is managed by the New Hampshire Department of Resources and Economic Development's Office of International Commerce (OIC), widely known as the New Hampshire International Trade Resource Center (ITRC). Established in 1991 through a SBA grant, the ITRC is branded as a coalition of state, federal, non-profit and academic organizations that provide export resources. This continues to be necessary because the majority of New Hampshire businesses that export, or want to export, is small and requires the full scope of services readily provided. The NH OIC works extremely well with all partners, ensuring there is no duplication of services and that each partner has a particular function and forte. Partners include U.S. Department of Commerce/U.S. Commercial Service; the Granite State District Export Council; Small Business Administration; U.S. Export-Import Bank; Small Business Development Center; Manufacturing Extension Partnership and several of New Hampshire's colleges and universities.

The OIC/ITRC offers export services to new-to-export companies, new-to-market companies and increase-to-market companies, including counseling and strategic market development; market research; marketing; trade missions; trade shows; collateral materials; reverse trade missions; export finance assistance and risk abatement products; seminars and workshops; technical assistance; compliance; logistics; documentation; advocacy; networking and more.

The state's small businesses have strong potential to enter the export marketplace and new markets, and to increase sales in their existing foreign markets. At the height of the recession, many companies diversified their portfolios and added more export markets. They found more opportunities as both the overseas economies and the US dollar began to strengthen. Many New Hampshire companies are in the high tech sector and require even greater customized assistance, due to the complexities of export compliance and growing sales to foreign governments.

Following deep cuts to the OIC in 2010, Governor Hassan is committed to restoring funding to the program, and restored some funding in the 2014/15 biennial budget. While the increase provided support for a jump in exports in 2013, additional support through STEP is vital to launch new programs and projects, aimed at bolstering the growth of New Hampshire's small businesses in new and competitive markets. This work is increasingly complex and labor intensive, due to the high-tech nature of the NH OIC clients and the faster growing market opportunities.

## **II. PROJECT DESIGN**

The design of New Hampshire's STEP project builds on the successes of the past two years, while incorporating new activities designed to cater to the needs of New Hampshire businesses, allowing for flexibility to customize solutions for an eligible and qualified business. These are opportunities that not only support business growth, but offer a creative use of STEP funds with positive return on investment. The State's total awards over two years of nearly \$600,000 has resulted in more than \$3 million in export sales – which to date is a 5:1 return and is on track to exceed that ratio.

Following are the actual activities proposed under this grant request. Each activity includes a narrative, activity details, budget, and timeline/milestones.

### **i. New Hampshire Aerospace and Defense Export Consortium (NHADEC)**

In the first two years of STEP, NH OIC focused on developing a consortium specific to the state's fast growing aerospace and defense sectors. This sector is identified as one with significant growth opportunities for precision manufacturers and companies that fall into various points in the supply chain. The NH OIC intends to support two activities that complement the previous two years of achievements.

#### Activity 1: Dubai Air Show

Using the successful Best of New England model of joint booth space and logistics, NH OIC and NHADEC seek to provide a platform for small businesses in a key international trade show. This approach and model has allowed Granite State businesses to graduate from a joint pavilion-style group to exhibiting on their own at major trade shows. To provide the necessary market assessment of the Middle East and UAE, NH OIC and the U.S. Commercial Service invited the Aerospace and Defense Trade Officer from the UAE to meet with members of NHADEC in May 2014. This activity, we anticipate, will provide targeted recruitment for the Dubai Air Show. NH OIC and US Commercial Service employed a similar activity in 2013 with the trade officer from Singapore- the officer's visit resulted in direct

recruitment and registrations of NHADEC members at the Singapore Air Show in February 2014. Companies at the air show gathered numerous business leads and expect export sales into the region to take hold in the next 12-18 months.

The benefits of this pavilion-style booth include, but are not limited to:

- Ability to secure a substantial booth in a more visible location;
- Greater access to potential clients for each small business;
- Using funds more effectively by participating companies for marketing materials and business matchmaking assistance;
- Creating a setting for a successful networking event between potential clients and the businesses;
- Fortifying New Hampshire's brand as a hub for innovative aerospace and defense solutions and manufacturing; and
- Demonstrating the complimentary business resources within New Hampshire.

In the short-term, the participating New Hampshire businesses anticipate increased sales and contracts at the Dubai Air Show, under the banner of NHADEC. The larger, more polished and professional exhibitor setting will attract serious and potential customers. Using the state international trade office staff and U.S. Department of Commerce resources on-site will ensure a high impact, value-added experience for businesses and will demonstrate New Hampshire's cooperative spirit. This model also ensures success for participants by arranging matchmaking opportunities with qualified buyers, distributors and partners; promoting their products in the booth settings and meetings with sales prospects. Attendees can also walk the floor and attend meetings elsewhere at the show with confidence, knowing their booth will be staffed and their interests well-represented. A long-term goal is to help NHADEC promote its brand and be recognized within the international aviation, aerospace and defense industries, highlighting the State's strong and skilled workforce and productive businesses able to serve clients efficiently. This sustainable recognition can be used in other joint initiatives and business building opportunities featuring the Granite State.

### ***Project Details***

The NH OIC seeks to implement strategies and activities developed with the NHADEC to brand, train, promote and market the companies in the cluster to the world marketplace. Details are:

**Project Name:** New Hampshire Aerospace and Defense Export Consortium

**Lead Entity:** New Hampshire Office of International Commerce

**Res. Partners:** U.S. Commercial Service, New Hampshire Congressional delegation, Small Business Administration, New Hampshire Small Business Development Center, New Hampshire Manufacturing Extension Partnership, New Hampshire High Technology Council, New Hampshire Procurement Technical Assistance Center

**Dates:** Designated period of grant year

**Goal:** To grow, beyond the grant period, an aerospace and defense cluster focused on developing exports worldwide

**Objective(s):**

Implement strategies developed in year three grant period and update inventory assets of companies in the aerospace and defense sector

Participate in the Dubai air show to promote New Hampshire companies internationally

***Services:***

**Dubai Air show**

The lead organizer for the trade mission to Dubai is the NH Office of International Commerce (NH OIC). NH OIC will work in partnership with the New Hampshire Aerospace and Defense Export Consortium (NHADEC) and the U.S. Commercial Service (USCS) in New Hampshire and in its post in the United Arab Emirates (UAE). The NH OIC and the New Hampshire-based USCS will recruit and counsel participating companies prior to the air show. A briefing and preparatory meeting will be organized to review all aspects of the show and provide market specific intelligence; political, economic and business negotiations, finance resources, cross-cultural and other specifics. All logistics for booth space and company registration will be organized by NH OIC. NH OIC will work with SBA, the Procurement Technical Assistance Program (PTAP), New Hampshire High Technology Council, SBDC and other local networks to recruit for this activity. After the trade show, the NH OIC and the local USCS will provide follow-up assistance required by NHADEC. This includes, but is not limited to, counseling, finance assistance, pricing and contractual review. NH OIC will work with the state SBA to provide export finance assistance. The post-show follow-up will include individual and group mission debriefings.



## ***Budget***

The Dubai Air Show budget is based on the initial participation of five companies.

<b>Activity</b>	<b>Cost</b>	<b>Description</b>
Travel - International	\$10,000	Airfare, M&IE, Hotel, Misc. for Dubai Air show for 2 NH OIC staff
Dubai Air show	\$50,000	Booth + VAT, registration, directory
Branding and Marketing	\$3,000	Promotion and collateral materials for promotion and marketing,
Printing	\$ 2,000	Promotional and Marketing materials
<b>TOTAL</b>	<b>\$65,000</b>	

## ***Timeline/Milestones***

### **Completion Date      Description**

September 15, 2014      Begin coordination with NHADEC and USCS. Recruit potential companies for Dubai Air show

October 1, 2014      Recruit potential companies for Dubai Air show

May 15, 2015      Export Compliance Training (as part of the training component of this proposal)

November 8-12, 2015      Participation in Dubai air show

### **Activity 2: Consortium Manager**

While the achievements and activities of NHADEC over the past year are significant for a fledgling organization, a need continues for leadership and continuity to propel the development and implementation of the consortium's plans. NHADEC was successful this past year due in large part to the commitment of its consortium manager, a position supported in part by STEP funds. To continue establishing itself as the premier resource for aerospace and defense companies, it is crucial to maintain the momentum generated by continued support for the manager position. The current manager has developed a plan for sustainability through strategic planning and revenue generation; however NHADEC needs financial assistance to become a stand-alone entity. Programs and organizations built from scratch typically require three years to become functional and sustainable. Through STEP III funding, NH OIC strongly recommends maintaining the momentum and support the development of NHADEC by investing in the consortium manager.

Monitoring and evaluation of the manager's performance will be tied in with NHADEC's strategic plan for the year, with specific deliverables relevant to the STEP grant including, but not limited to, identifying and developing new business opportunities for NHADEC members, both new to export and seasoned exporters.

***Budget***

Salary for Consortium Manager

<b>Activity</b>	<b>Cost</b>	<b>Description</b>
Consortium Manager	\$23,430	12 month part-time position
<b>TOTAL</b>	<b>\$23,430</b>	

***Timeline/Milestones***

<b>Completion Date</b>	<b>Description</b>
September 1, 2014	Enter into agreement with current consortium manager
Quarterly	Quarterly reports and evaluations
September 29, 2015	Final report on the year's accomplishments and deliverables

**ii. New Hampshire Export Expansion Fund**

Encouraging companies to incorporate exporting in their business plan requires considerable effort and should be done in addition to assessing a company's capacity to meet the demands of exporting. Determining a company's capability is best realized from the market research available to company employees and decision makers. In New Hampshire's first STEP grant, the NH OIC and U.S. Department of Commerce designed a more effective use of New Hampshire's funds by subscribing to U.S. Department of Commerce, Commercial Services products. As a result, more than 30 New Hampshire businesses accessed individualized market research to more than 20 markets they otherwise would have not explored due to budget and resource constraints. As the funds dwindled, two additional partners stepped in to fund a similar program during the gap period between STEP II and III. To form this public-private partnership, NH OIC and USDOC approached the Granite State District Export Council (GSDEC) and UPS to help expand the activity now known as the New Hampshire Export Expansion Fund (NH EEF). Announced in December 2013, the parties pooled a modest amount of funds to assist 10 companies (to date), with customized USDOC market research, including Gold

Keys Services, International Partner Searches, International Company Profiles, Business Facilitation Services and other programs. Businesses using these funds offer extremely positive feedback, demonstrating that the partnership has encouraged some new to export companies to consider incorporating international business development into their strategic plans.

The outreach conducted in the first iteration of NH EEF included an announcement by Governor Hassan, a news release issued by NH OIC, speaking opportunities for the partners at various NH OIC events, social media and leveraging colleagues within the Division of Economic Development. A similar model would be used for the next cycle of NH EEF.

One gap in STEP's eligibility criteria concerns educational institutions. In this collaborative effort, funds from UPS and the GSDEC can be dedicated to assist colleges and universities, providing the state with even more opportunities for export growth and success.

Activity 1: A year-long subscription to USDOC services.

The New Hampshire Export Expansion Fund (NHEEF) represents a collaborative effort between the U.S. Department of Commerce, the NH OIC, the Granite State District Export Council (GSDEC) and UPS.

The funds, via indirect grants, would be made available to all New Hampshire businesses, with a concentration on manufacturing companies with 1,500 employees or less in their New Hampshire locations. Service companies, including educational institutions, travel and tourism, engineering and other service companies, may also qualify for the NHEEF. These funds can be used to offset the costs of U.S. Department of Commerce, U.S. Commercial Service programs around the globe, with the goal of enhancing and supporting international market expansion. Services could include the Gold Key program, International Partner Searches, International Company Profiles and Business Facilitation Services and other programs.

***Project Details***

The New Hampshire Office of International Commerce seeks to implement a collaborative program targeting new-to-export businesses and new-to-market and increase-to-market businesses and provide customized market research.

**Project Name:** NH Export Expansion Fund

**Lead Entity:** New Hampshire Office of International Commerce

**Res. Partners:** U.S. Commercial Service, Granite State District Export Council, UPS.

**Dates:** Designated period of grant year

**Goal:** To provide customized market research to New Hampshire businesses seeking to export and to those who currently export through the indirect grants of the Export Expansion Fund.

**Objective(s):**

Provide relevant and timely individualized market research affecting New Hampshire businesses

Create a more knowledgeable pool of New Hampshire businesses regarding export opportunities

Assist at least 25 businesses with identifying new market opportunities

**Services:**

The lead organizing entity is the NH Office of International Commerce (NH OIC). NH OIC and USCS will coordinate and manage the marketing and promotion of the abovementioned activities including company visits, conference calls, logistics and follow up. Outreach efforts will be shared between the partners.

**Budget**

The primary training budget is based on the estimated participation of 20 companies per training session.

<b>Activity</b>	<b>Cost</b>	<b>Description</b>
NH Export Expansion Fund	\$25,000	Subscription to USCS services
<b>TOTAL</b>	<b>\$25,000</b>	

**Timeline/Milestones**

<b>Completion Date</b>	<b>Description</b>
September 15, 2014	Announcement of new funding opportunities
September 29, 2015	NH OIC evaluation of NH EEF results

**iii. Regional Cooperation Export Initiative**

A key element to the success of small businesses in the global marketplace is recognizing that industry clusters cross state lines. This is especially true in the Northeast where regional cooperation among states has been very helpful in

the past, as New Hampshire seeks, and shares, information on best practices in trade office operations and participated in joint trade promotion initiatives.

### Activity 1: Arab Health 2015

Over the past several years, the New England states have built a regional cooperative brand known as the “Best of New England.” This collaboration enables the states to secure joint booth space and jointly coordinate logistics at several shows, most notably MEDICA in Germany; Farnborough Air Show in the UK and Paris International Air Show in France. As noted earlier in this proposal, and considering results and feedback received from participating New England companies, this model acts as a launching pad for many small businesses seeking to establish a global presence. The Best of New England has had a presence at MEDICA for the past 15 years and is eager to develop new markets, beginning with the Middle East.

The benefits of a joint New England booth include:

- Ability to secure a sizable booth in a more visible location;
- Greater access for each state’s respective small businesses to potential clients;
- Allow funds to be used more effectively by participating companies for marketing materials and business matchmaking assistance;
- Leverage the opportunity to introduce New England to the Middle East;
- Create a setting for successful networking between potential clients and the businesses;
- Demonstrate an environment of shared business resources between the states.

The New England states anticipate new and increased sales and contracts for their participating businesses at Arab Health 2015 under the Best of New England banner. The larger exhibitor setting provided by this regional cooperation will attract serious and potential customers for the New England group, which has had little exposure to this market. Coordination and value-add activities developed by the state international trade office staffs onsite will ensure higher visibility for exhibiting businesses and will effectively introduce the region and cooperative spirit embodied in New England. In the long-term, the New England states will continue to promote the brand and recognition within the

international medical industry, noting that the region boasts strong, skilled and productive businesses able to serve clients efficiently.

### **Project Details**

The NH OIC seeks to more effectively provide New Hampshire and New England businesses with a meaningful introduction to the Middle East for branding, training, promoting and marketing the companies to the world marketplace. Details are as follows:

- Project Name:** Arab Health 2015
- Lead Entity:** New Hampshire Office of International Commerce
- Res. Partners:** U.S. Commercial Service, Small Business Administration, New Hampshire Small Business Development Center, New Hampshire Manufacturing Extension Partnership, New Hampshire High Technology Council, New Hampshire Procurement Technical Assistance Center
- Dates:** Designated period of Grant Year
- Goal:** To grow, beyond the grant period, a regionally branded cooperative cluster focused on developing exports worldwide.

### **Objective(s):**

Implement strategies developed in the Year One grant period and update inventory assets of companies in the medical sector;

Participate in the Arab Health show to promote New Hampshire companies internationally.

### **Services:**

NH OIC and USCS will coordinate and manage the marketing and promotion of the abovementioned activities including company visits, conference calls, logistics and follow up. Each state trade office will be responsible for recruiting companies from their respective state and manage outreach efforts.

### **Budget**

The budget for Arab Health 2015 is based on the initial participation of 3-5 New Hampshire companies.

<b>Activity</b>	<b>Cost</b>	<b>Description</b>
Travel - International	\$10,000	Airfare, M&IE, Hotel, Misc. for Arab Health show for 2 NH OIC staff

Arab Health Show	\$14,000	Booth + VAT, registration, directory, matchmaking services
Branding and Marketing	\$2,000	Promotion and collateral materials for promotion and marketing.
Printing	\$ 2,000	Promotional and Marketing materials
<b>TOTAL</b>	<b>\$28,000</b>	

*Timeline/Milestones*

**Completion Date      Description**

Early September, 2014	Begin coordination with New England states. Recruit potential companies for Arab Health show
Early October, 2014	Recruit potential companies for Arab Health 2015;
Early November, 2014	Market briefing and export compliance training (as part of the training component of this proposal)
January 26-29, 2015	Participation in Arab Health 2015

Activity 2: Eastern Trade Council

Fostering cooperation and increased interaction with the State International Directors' Organization (SIDO) and the Eastern Trade Council (ETC) augments New Hampshire's success with many of the programs outlined in this proposal, as well as provide a platform to share best practices and build a common voice among states when working with the federal government, national and international organizations.

The ETC is an effort among the 10 northeastern states, to build consensus and cooperation among trade promotion providers. New Hampshire is a 15-year member of the ETC. In addition to quarterly meetings to discuss policy and operational issues, ETC states have launched ETC trade missions and joint trade show participation. NH OIC established an informal exchange to allow clients from one ETC member state to join trade delegations sponsored by another member state, which reduced the states' costs and risks of organizing trade delegations by expanding the pool of potential participants. NH OIC seeks to strengthen this and other practices through financial support to the ETC and attend regular quarterly ETC meetings.

**Budget**

Activity	Cost	Description
Eastern Trade Council	\$5,000	Membership dues include SIDO membership, travel to annual SIDO meeting, ETC membership, travel to quarterly ETC meetings. Also includes contribution to joint trade promotion projects and programs

**iv. China Market Development - Doing Business in China**

China is currently New Hampshire's third largest trading partner, out of approximately 168 partners worldwide. In 2013, New Hampshire exported \$265,960,800 in goods to China and growth in sales has been steady. However, this is a market that is challenging and out of reach for many small businesses without the benefit of significant assistance and commitment. To answer this need, NH OIC will dedicate a portion of STEP funds to support businesses attending the U.S. Commercial Service Discover Global Markets- Greater China Forum in New York in October 2014. The Greater China Business Forum is a two-day conference that will provide numerous opportunities for participating companies to learn from experts with real-world experience in greater China markets. Hosted by the U.S. Department of Commerce on October 7-8, 2014 in New York City, the forum offers a unique opportunity to gain insights and contacts to access export opportunities in Greater China.

The program includes:

- One-on-one with U.S. Commercial Service diplomats.
- Practical and actionable market intelligence on the world's fastest-growing major economy.
- Access to the resources necessary to succeed in the challenging, but rewarding markets of Greater China.

Additionally, NH OIC will dedicate one of its country-specific webinars to doing business in China and identifying market opportunities. NH OIC will recruit speakers with expertise to address the best means of doing business in China, cultural and custom exchanges and the status of trade relations with the country. The webinar will also be comprised of USCS staff in New Hampshire and post staff to present the various services available to New Hampshire companies. This webinar will be part of NH OIC's training program for the year.

**Budget**



Activity	Cost	Description
Discover Global Markets: Greater China	Up to \$700/company – 5 companies	Event registration and transportation to event.
Travel	\$2000	1 NH OIC staff travel expenses, air, hotel and event registration
<b>TOTAL</b>	<b>\$5,500</b>	

**III. PROJECT MANAGEMENT**

The management team in NH OIC consists of three full time staff members dedicated to implement the STEP program, with additional support provided, as needed by the chief accountant for financial reporting.

Roles of each are:

**Project Director:** Management, structure, vision, outreach, recruitment, organizational, activity task management

**International Trade Officer:** Project management, support

**International Trade Officer:** Outreach, support, reporting

**Chief Accountant:** Full time staff member of the business office of the Department of Resources and Economic Development, responsible for financial record keeping and reporting for the agency.

**IV. COLLABORATION AND LEVERAGING RESOURCES**

As an office with a lean staff, the NH OIC prides itself on collaboration and leveraging resources to assist Granite State businesses. In fact, the International Trade Resource Center is the perfect example and testament to the effectiveness of creativity in doing a lot with a little. For the third round of funding, NH OIC will pool resources from existing and new partners at the state, regional and federal levels. NH OIC partners include, but are not limited to: U.S. Department of Commerce, the Granite State District Export Council, UPS, Best of New England, Eastern Trade Council, New Hampshire Aerospace and Defense Export Consortium.

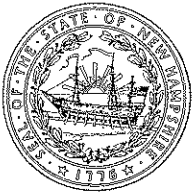
The most notable collaborations in this proposal include the NH Export Expansion Fund and New Hampshire Aerospace and Defense Export Consortium, two initiatives experiencing positive results, with even greater potential in the coming year, especially as they have been requested by New Hampshire businesses, the direct beneficiaries. Please see attachments confirming collaborative agreements.

#### **V. MEASUREMENTS OF OUTPUTS, OUTCOMES AND DATA INTEGRITY**

Measuring the success of each project is straightforward. The primary performance indicators are export sales and export contracts established to propagate sales. The outcome will be categorized by:

- Value of export sales
- New to export sales
- New to market sales
- Increase to market sales
- Number of new to export companies
- Number of finalized contracts that will result in future export sales
- Agent, distributor, joint venture, strategic alliance, subsidiary

It is important to quantify any company-defined outcome that will establish or increase exports. New Hampshire's methodology, which has been determined to be most authentic and verifiable, collects the data directly from the participating businesses, through surveys containing a series of preset questions. The data needs to be collected through direct dialog so that sufficient effort and explanation is put forward. It will be collected and routinely updated at specified intervals for the period of the grant and for a minimum of two years beyond the conclusion of the grant year. This will be a requirement of each business participating in any of the activities and a method NH OIC has routinely followed. To ensure quality control, two team members will be present at intake and the provider of the data will sign the survey form. The survey, the data collected and all notations will be entered into the New Hampshire Department of Resources and Economic Development/Division of Economic Development official Customer Relations Management (CRM) system, which is secure and accessible by personnel assigned to this program.



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

BUREAU OF DEVELOPMENTAL SERVICES

Nicholas A. Toumpas  
 Commissioner

105 PLEASANT STREET, CONCORD, NH 03301  
 603-271-5034 1-800-852-3345 Ext. 5034  
 Fax: 603-271-5166 TDD Access: 1-800-735-2964

Diane Langley, Director

August 26, 2014

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

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

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Developmental Services to accept and expend Traumatic Brain Injury Implementation federal funds from the United States Department of Health and Human Services, Health Resources and Services Administration in the amount of \$239,619 effective upon date of Governor and Executive Council approval, through June 30, 2015, and further authorize the allocation of these funds in the accounts below.

05-95-93-930010-12420000 DEPT OF HEALTH AND HUMAN SVCS, HHS: DEVELOPMENTAL SERV-DIV OF, DIV OF DEVELOPMENTAL SVCS, TBI PLAYBOOK

Class/Object	Class Title	Current Authorized	Adjusted Increase/(Decrease) Amount	Revised Adjusted Authorized
<b>SFY 2015</b>				
000-400146	Federal Funds	\$0	\$239,619	\$239,619
	General Fund	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Revenue		\$0	\$239,619	\$239,619
041-500801	Audit Fund Set Aside	\$0	\$240	\$240
080-500710	Out of State Travel	\$0	\$2,000	\$2,000
102-500731	Contracts for Program Services	<u>\$0</u>	<u>\$237,379</u>	<u>\$237,379</u>
Total Expense		\$0	\$239,619	\$239,619

EXPLANATION

The Department of Health and Human Services, Division of Community Based Care Services, Bureau of Developmental Services seeks approval to accept and expend competitively awarded Traumatic Brain Injury Implementation grant funds in the amount of \$239,619 from the United States Department of Health and Human

Services Health Resources and Services Administration. This request represents the first year of a four year grant award (June 1, 2014 – May 31, 2018). The balance of this grant will be budgeted in future State fiscal years. A copy of the grant award is attached. The New Hampshire project is titled TBI Playbook.

TBI Playbook funds will be focused on improving and expanding the system of care in New Hampshire for high risk adolescents in high school and middle school who experience mild traumatic brain injury (mTBI) and concussion by enhancing the knowledge of mTBI and concussion for educational and health professionals both within schools and in their communities; students; and families. The TBI Playbook will address the following identified needs:

- A coordinated system of screening and management for adolescents who experience mTBI or concussion;
- Clearer information and referral pathways;
- Education for school and health professionals who work with adolescents; and
- Information, referral, and education for students and families.

TBI Playbook will develop a system of school-based screening, treatment, and follow-up care for adolescents. The objectives of the project are:

- The development of a school-based network of trained education and health professionals;
- Improved mTBI and concussion screening by schools and health professionals;
- The development of standardized mTBI management procedures;
- Local and statewide trainings and conferences and information dissemination to increase knowledge of mTBI and available resources and supports among students, parents, school personnel, and medical professionals; and
- The expansion of the NH TBI Resource Facilitation program to include adolescents.

Geographic area served: statewide.

Source of funds: 100% Federal Funds.

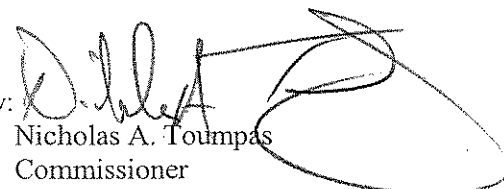
If federal funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully submitted,



Diane Langley  
Director

Approved by:



Nicholas A. Toumpas  
Commissioner


Bureau of Developmental Services

Traumatic Brain Injury Grant

Fiscal Situation

010-095-093-930010-12420000

Grant Award	\$241,630
Allocated Cost Adjustment	<u>(\$2,011)</u>
Available to Accept in FY15	<u>\$239,619</u>

1. DATE ISSUED: 08/11/2014		2. PROGRAM CFDA: 93.234		 U.S. Department of Health and Human Services <b>HRSA</b> Health Resources and Services Administration <b>NOTICE OF AWARD</b> AUTHORIZATION (Legislation/Regulation) Public Health Service Act, Section 1252, as amended, Public Law 104-166, 42 U.S.C. 300d-52 Title V, Section 501(c) of the Social Security Act Public Health Service Act, Title XII, § 1252, as added by P.L. 104-166 (1996), the Children's Health Act of 2000, § 1304 (P.L. 106-310), and the Traumatic Brain Injury Act of 2008, § 6(a); (P.L. 110-206); (42 U.S.C. 300d-52)
3. SUPERSEDES AWARD NOTICE dated: 06/18/2014 <small>except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.</small>				
4a. AWARD NO.:	4b. GRANT NO.:	5. FORMER GRANT NO.:		
6 H21MC26918-01-01	H21MC26918			
6. PROJECT PERIOD: FROM: 06/01/2014 THROUGH: 05/31/2018				
7. BUDGET PERIOD: FROM: 06/01/2014 THROUGH: 05/31/2015				

8. TITLE OF PROJECT (OR PROGRAM): Traumatic Brain Injury Implementation		10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) John T Capuco HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF 105 Pleasant Street Concord, NH	
9. GRANTEE NAME AND ADDRESS: HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF 105 Pleasant St Concord, NH 03301-3852 DUNS NUMBER: 011040545			

11. APPROVED BUDGET: (Excludes Direct Assistance) <input type="checkbox"/> Grant Funds Only <input checked="" type="checkbox"/> Total project costs including grant funds and all other financial participation		12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:	
a. Salaries and Wages : \$7,974.00		a. Authorized Financial Assistance This Period \$241,630.00	
b. Fringe Benefits : \$4,317.00		b. Less Unobligated Balance from Prior Budget Periods	
c. Total Personnel Costs : \$12,291.00		i. Additional Authority \$0.00	
d. Consultant Costs : \$0.00		ii. Offset \$0.00	
e. Equipment : \$0.00		c. Unawarded Balance of Current Year's Funds \$0.00	
f. Supplies : \$0.00		d. Less Cumulative Prior Awards(s) This Budget Period \$241,630.00	
g. Travel : \$2,000.00		e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION \$0.00	
h. Construction/Alteration and Renovation : \$0.00			
i. Other : \$250.00			
j. Consortium/Contractual Costs : \$345,893.00			
k. Trainee Related Expenses : \$0.00			
l. Trainee Stipends : \$0.00			
m. Trainee Tuition and Fees : \$0.00			
n. Trainee Travel : \$0.00			
o. TOTAL DIRECT COSTS : \$360,434.00			
p. INDIRECT COSTS (Rate: % of S&W/TADC) : \$2,011.00			
q. TOTAL APPROVED BUDGET : \$362,445.00			
i. Less Non-Federal Share: \$120,815.00			
ii. Federal Share: \$241,630.00			

13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)

YEAR	TOTAL COSTS
02	\$245,436.00
03	\$240,024.00
04	\$249,506.00

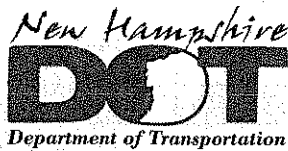
14. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)		14. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)	
a. Amount of Direct Assistance \$0.00		a. Amount of Direct Assistance \$0.00	
b. Less Unawarded Balance of Current Year's Funds \$0.00		b. Less Unawarded Balance of Current Year's Funds \$0.00	
c. Less Cumulative Prior Awards(s) This Budget Period \$0.00		c. Less Cumulative Prior Awards(s) This Budget Period \$0.00	
d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION \$0.00		d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION \$0.00	

15. PROGRAM INCOME SUBJECT TO 45 CFR Part 74.24 OR 45 CFR 92.25 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:  
 A=Addition B=Deduction C=Cost Sharing or Matching D=Other [C]  
 Estimated Program Income: \$0.00

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS 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 regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 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 [X]Yes [ ]No)  
 This NoA is issued to remove one or more Grant Conditions imposed on projects.  
 Electronically signed by Hazel N. Booker, Grants Management Officer on : 08/11/2014

17. OBJ. CLASS: 41.51	18. CRS-EIN: 1026000618B4	19. FUTURE RECOMMENDED FUNDING: \$0.00				
FY-CAN	CFDA	DOCUMENT NO.	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE
14 - 3893065	93.267	14H21MC26918	\$0.00	\$0.00		14-TBISP



**THE STATE OF NEW HAMPSHIRE**  
DEPARTMENT OF TRANSPORTATION



**CHRISTOPHER D. CLEMENT, SR.**  
COMMISSIONER

**JEFF BRILLHART, P.E.**  
ASSISTANT COMMISSIONER

August 28, 2014  
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 accept and expend \$675,000 of additional Federal Railroad Administration grant funds to support rail improvements on the New Hampshire Northcoast Railroad line in Strafford and Carroll Counties, effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2015.

04-096-096-964010-2931	Current Budget FY 2015	Requested Change FY2015	Revised Budget FY2015
<b>Railroad</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$118,645	\$0	\$118,645
018 500106 Overtime	3,000	0	3,000
020 500200 Current Expense	1,400	0	1,400
022 500255 Rents-Leases Other than State	400	0	400
029 500290 Intra-Agency Transfers	15,181	0	15,181
035 509035 Shared Services Support	730	0	730
039 500180 Telecommunications	1,600	0	1,600
040 500800 Indirect Costs	500	0	500
060 500601 Benefits	68,721	0	68,721
070 500704 In-State Travel Reimbursement	200	0	200
072 500575 Grants Federal	800,000	675,000	1,475,000
080 509081 Out of State Travel	250	0	250
404 500880 Intra Direct Costs	1,119	0	1,119
Total	\$1,011,746	\$675,000	\$1,686,746

<u>Source of Funds</u>			
<b>Revenue:</b>			
000 409283 Federal Funds	\$800,000	\$675,000	\$1,475,000
000-000010 General Funds	211,746	0	211,746
Total	\$1,011,746	\$675,000	\$1,686,746

**EXPLANATION**

The Department requests authorization to increase 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:

**Railroad (2931) - 79.07% Federal Funds, 20.93% General Funds**

Class 072 Increase Grants Federal by \$675,000. The Department was awarded a Federal Railroad Administration (FRA) Transportation Investment to Generate Economic Recovery (TIGER) grant in the amount of \$1,400,000 for railroad improvements to the New Hampshire Northcoast Railroad line in Strafford and Carroll Counties. The FRA grant award exceeds the federal funds currently budgeted in this class. A copy of the FRA TIGER grant award (FRA Grant # FR-TII-0027-14-01-00) is attached for reference and an agreement to obligate these funds in a contract with the New Hampshire Northcoast Railroad will be separately submitted to the Governor and Council for approval.

Your approval of this request is respectfully requested.

Sincerely,

Christopher D. Clement, Sr.  
Commissioner

Attachments



**Department of Transportation**  
**GRANTS FISCAL SITUATION FISCAL YEAR 2015**  
**04-096-096-964010-29310000**

	<b>Railroad</b>	
Total Federal Authorization		1,875,000
Less FY14 Expenditures		(400,000)
Remaining Authorizatin to Budget		1,475,000
Less Current FY15 Budget Authorization		800,000
Total Available for Budgeting		675,000
Available to Budget at Later Date		0
<b>REQUESTED ACTION</b>		<b>\$ 675,000</b>

Grant Award Number	Award Amount	Expenses to 6/30/14	Balance
FRA TIGER Grant FR-TII-0027-14-01-00	1,400,000	-	1,400,000
FRA Grant FR-LRI-0002-10-01-00	475,000	(400,000)	75,000
	1,875,000	(400,000)	1,475,000



U.S. Department  
of Transportation  
**Federal Railroad  
Administration**

## Grant/Cooperative Agreement

1. RECIPIENT NAME AND ADDRESS New Hampshire Department of Transportation PO BOX 483 7 HAZEN DRIVE Concord, NH 03302-0483	2. AGREEMENT NUMBER: FR-TII-0027-14-01-00	3. AMENDMENT NO. 0
	4. PROJECT PERFORMANCE PERIOD: FROM 08/08/2014 TO 10/31/2015	
	5. FEDERAL FUNDING PERIOD: FROM 08/08/2014 TO 10/31/2015	
1A. IRS/VENDOR NO. 026000618	6. ACTION New	
1B. DUNS NO. 808591697		
7. CFDA#: 20.933	9. TOTAL OF PREVIOUS AGREEMENT AND ALL AMENDMENTS	0.00
8. PROJECT TITLE New Hampshire Northcoast Rail Improvement Project	10. AMOUNT OF THIS AGREEMENT OR AMENDMENT	1,400,000.00
	11. TOTAL AGREEMENT AMOUNT	1,400,000.00

12. INCORPORATED ATTACHMENTS  
THIS AGREEMENT INCLUDES THE FOLLOWING ATTACHMENTS, INCORPORATED HEREIN AND MADE A PART HEREOF:  
Standard Terms and Conditions, Attachment 1; Statement of Work, Attachment 2  
Approved Project Budget, Attachment 3; Performance Measurement Table, Attachment 4  
Assurances and Certifications, Attachment 5

13. STATUTORY AUTHORITY FOR GRANT/ COOPERATIVE AGREEMENT  
Consolidated and Further Continuing Appropriations Act, 2013 (Public Law 113-6 (March 26, 2013))

14. REMARKS

GRANTEE ACCEPTANCE		AGENCY APPROVAL	
15. NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Mr. Patrick C Herlihy		17. NAME AND TITLE OF AUTHORIZED FRA OFFICIAL	
16. SIGNATURE OF AUTHORIZED GRANTEE OFFICIAL Electronically Signed	16A. DATE 08/08/2014	18. SIGNATURE OF AUTHORIZED FRA OFFICIAL	18A. DATE

**AGENCY USE ONLY**

19. OBJECT CLASS CODE: 41010      20. ORGANIZATION CODE: 9000000000

21. ACCOUNTING CLASSIFICATION CODES				
DOCUMENT NUMBER	FUND	BY	BPAC	AMOUNT
FR-TII-0027-14-01-00	2713140143	2014	0143T529Y0	1,400,000.00

## AWARD ATTACHMENTS

New Hampshire Department of Transportation

FR-TII-0027-14-01-00

1. Standard Terms and Conditions, Attachment 1
2. Statement of Work, Attachment 2
3. Approved Project Budget, Attachment 3
4. Performance Measurement Table, Attachment 4
5. Assurances and Certifications, Attachment 5

**GRANT AGREEMENT UNDER THE  
CONSOLIDATED AND FURTHER CONTINUING APPROPRIATIONS  
ACT, 2013 (DIVISION F, TITLE I, PUBLIC LAW 113-6, MARCH 26, 2013),  
FOR THE NATIONAL INFRASTRUCTURE INVESTMENTS  
DISCRETIONARY GRANT PROGRAM (FY 2013 TIGER  
DISCRETIONARY GRANTS)**

This agreement (the "Agreement" or "Grant Agreement") reflects the selection of the recipient identified in section 1 of the Grant/Cooperative Agreement (page 1) ("Grantee" or "Recipient") as a Recipient of a grant awarded under the provisions of the Further Continuing Appropriations Act, 2013 (Public Law 113-6, March 26, 2013), regarding National Infrastructure Investments (the "Act"). The grant program under the Act is referred to as "FY 2013 TIGER Discretionary Grants" or "TIGER Discretionary Grants."

**SECTION 1. LEGISLATIVE AUTHORITY**

- a) The U.S. Department of Transportation ("DOT" or "Government") is authorized to award \$473.847 million in FY 2013 TIGER Discretionary Grants pursuant to the Act. This appropriation is similar, but not identical to the appropriation for the Transportation Investment Generating Economic Recovery, or "TIGER Discretionary Grant" program authorized and implemented pursuant to the American Recovery and Reinvestment Act of 2009 (the "Recovery Act"), the FY 2010 TIGER Discretionary Grants pursuant to Title I (Department of Transportation) of Division A of the Consolidated Appropriations Act, 2010, the FY 2011 TIGER Discretionary Grants pursuant to Title XII (Transportation, Housing and Urban Development, and Related Agencies) of Division B of the Department of Defense and Full-Year Continuing Appropriations Act, 2011 (Public Law 112-10, April 15, 2011), and the FY 2012 TIGER Discretionary Grants pursuant to The Consolidated and Further Continuing Appropriations Act, 2012 (Public Law 112-055, November 18, 2011). Because of the similarity in program structure and objectives, DOT is referring to the grants for National Infrastructure Investments under the Act as the "FY 2013 TIGER Discretionary Grants" or "TIGER Discretionary Grants."
- b) The grant awards made under TIGER Discretionary Grant program are in full compliance with the Act and the Notice of Funding Availability published in the *Federal Register* (78 FR 24786, April 26, 2013).
- c) Funds for the TIGER Discretionary Grant program are being awarded on a competitive basis for projects that will have a significant impact on the Nation, a metropolitan area or a region. Additionally, the awards ensure an equitable geographic distribution of funds, an appropriate balance in addressing the needs of urban and rural areas, and the investment in a variety of transportation modes.
- d) The Act specifies that not less than \$120 million of the funds provided for FY 2013 TIGER Discretionary Grants be used for projects located in rural areas.

Attachment 1

**SECTION 2. GENERAL TERMS AND CONDITIONS**

- a) This Agreement is entered into between DOT, acting through the Federal Railroad Administration ("FRA"), and the Grantee. The Agreement will be administered by FRA (also referred to herein as the "Government").
- b) The Grantee shall be responsible for ensuring that the Project is financed, constructed, operated and maintained in accordance with this Agreement and in compliance with all applicable Federal laws, regulations and policies.
- c) The maximum obligation of the Government payable under this Agreement shall be as specified in section 4(d) of this Attachment 1 of the Agreement, subject to all the terms and conditions in this Agreement and of all other Federal grant awards funding the Project. FY 2013 TIGER Discretionary Grant funds for this Project will be authorized for expenditure by the Grantee only when this Agreement is fully executed by both parties.
- d) Payment of the Grant will be made pursuant to and in accordance with 49 C.F.R. Parts 18 and 19 (to the extent that a non-governmental grantee receives grant funding), and the provisions of such regulations and procedures as the Government may prescribe. Final determination of the Grant's expenditures may be based upon a final review of the total amount of agreed Project costs and settlement will be made for adjustments to the Grant amount in accordance with applicable government-wide cost principles under 2 C.F.R. 225 (State and Local Governments); 2 C.F.R. 215 (Higher Education Institutions); and 2 C.F.R. 230 (Non-Profit Organizations). If there are any differences between the requirements of 49 C.F.R. Parts 18 and 19 and Title 49 of the United States Code and Code of Federal Regulations, the Title 49 requirements will take precedence.
- e) The Grantee agrees to notify the Government within 14 calendar days of any change in circumstances or commitments that adversely affect the Grantee's plan to complete the Project as is described in Attachments 2 and 3 to this Agreement. In its notification, the Grantee shall advise the Government of the actions it has taken or plans to take to ensure completion of the Project and shall reaffirm its commitment to the Government as set forth in this Agreement. The Government is not responsible for any funding shortfalls regarding the non-TIGER Discretionary Grant amount share. The FY 2013 TIGER Discretionary Grant Amount will remain unchanged. (See Section 13 of this Attachment 1 to the Agreement regarding termination).
- f) The Grantee agrees to carry out and complete the Project without undue delays and in accordance with the terms hereof, including the Estimated Project Schedule set out in Attachment 2, and such regulations and procedures as the Government may prescribe.
- g) The Grantee has submitted a request for Federal assistance, hereinafter referred to as the "Technical Application" or "Application," hereby incorporated by reference into this Agreement, and the Government is relying upon the Grantee's assurances, certifications, and other representations made in the Technical Application, or any other related documents submitted to the Government; and, in its submissions, the Grantee has demonstrated justification for the

## Attachment 1

Project, and has demonstrated the financial and technical feasibility of the Project, including the ability to start construction quickly upon receipt of the Grant; to expend Grant funds once construction starts; and to receive all necessary environmental, state and local planning, and legislative approvals necessary for the Project to proceed in accordance with the Project Schedule. This Grant is made to the Grantee for the Project, including the Project's scope, assurance/confirmation that all required funding has been obtained and committed, and the timeline for completion of the Project.

h) The Government has determined that the Project is an Eligible Project as it provides a highway or bridge project, public transportation project, passenger or freight rail transportation project, or a port infrastructure project, or other such eligible project as authorized, and that the Project will have a significant impact on the Nation, a metropolitan area, or a region. The Government has determined that Grantee should receive the award of a Grant based on a review of the Project's Technical Application, as it meets the requirements specified in the Act and the March 26, 2013, Federal Register Notice, "Notice of Funding Availability for the Department of Transportation's National Infrastructure Investments Under the Consolidated and Further Continuing Appropriations Act, 2013" (Available at <https://www.federalregister.gov/articles/2013/04/26/2013-09889/notice-of-funding-availability-for-the-department-of-transportations-national-infrastructure>).

i) The Grantee will be monitored periodically by the Government, both programmatically and financially, to ensure that the Project goals, objectives, performance requirements, timelines, milestone completion, budgets, and other related program criteria are being met. Monitoring will be accomplished through a combination of office-based reviews and onsite monitoring visits. Monitoring will involve the review and analysis of the financial, programmatic, performance and administrative issues relative to each program and will identify areas where technical assistance and other support may be needed. The Grantee is responsible for monitoring award activities, to include sub-awards, to provide reasonable assurance that the Federal award is administered in compliance with applicable requirements. Responsibilities include the accounting of receipts and expenditures, cash management, maintaining adequate financial records, and refunding disallowed expenditures.

j) The Grantee agrees to take all steps, including initiating litigation, if necessary, to recover Federal funds if the Government determines, after consultation with the Grantee, that such funds have been spent fraudulently, wastefully, or in violation of Federal laws, or misused in any manner in undertaking the Project. For the purposes of this Agreement, the term "Federal funds" means funds however used or disbursed by the Grantee that were originally paid pursuant to the Agreement.

k) The Grantee agrees to retain all documents relevant to the Grant award for a period of three years from completion of the Project and receipt of final reimbursement from the Government. The Grantee agrees to furnish the Government, upon request, all documents and records pertaining to the determination of the Grant amount or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Grantee, in court or otherwise, involving the recovery of such Grant amount shall be approved in advance by the Government.

## Attachment 1

l) The Government is subject to the Freedom of Information Act (FOIA). The Grantee should therefore be aware that all applications and related materials submitted by the Grantee related to this Agreement will become agency records and thus are subject to FOIA and to public release through individual FOIA requests.

m) The Government shall not be responsible or liable for any damage to property or any injury to persons that may arise from, or be incident to, performance or compliance with this Agreement.

n) The Grantee agrees to: 1) provide maximum practicable opportunities for small businesses, including veteran-owned small businesses and service disabled veteran-owned small businesses, and 2) implement best practices, consistent with our nation's civil rights and equal opportunity laws, for ensuring that all individuals – regardless of race, gender, age, disability, and national origin – have an opportunity to benefit from activities funded through this Agreement. An example of a best practice under 2) above would be to incorporate key elements of the Department's Disadvantage Business Enterprise (DBE) program (see 49 C.F.R. Part 26) in contracts under this Agreement. This practice would involve setting a DBE contract goal on contracts funded under this Agreement that have subcontracting possibilities. The goal would reflect the amount of DBE participation on the contract that the Grantee would expect to obtain absent the effects of discrimination and consistent with the availability of certified DBE firms to perform work under the contract. When a DBE contract goal has been established by a Grantee, the contract would be awarded only to a bidder/offer that has met or made (or in the case of a design/build project, is committed to meeting or making) documented, good faith efforts to reach the goal. Good faith efforts are defined as efforts to achieve a DBE goal or other requirement of this Agreement which, by their scope, intensity, and appropriateness to the objective can reasonably be expected to achieve the goal or other requirement. The Grantee must provide FRA a plan for incorporating the above best practice into its implementation of the Project within 30 days following execution of this Agreement. If the Grantee is not able to substantially incorporate Part 26 elements in accordance with the above-described best practice, the Grantee agrees to provide the FRA with a written explanation and an alternative program for ensuring that contractors owned and controlled by socially and economically disadvantaged individuals are provided the opportunity to benefit from activities funded through this Agreement.

o) The Government encourages the Grantee and the State Department of Transportation acting as the limited agent on behalf of the Grantee (if applicable), to adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies that bar text messaging while driving company-owned or –rented vehicles, or government-owned, leased, or rented vehicles or privately-owned vehicles when on official government business or when performing any work for or on behalf of the Government. See Executive Order 13513 "Federal Leadership on Reducing Text Messaging While Driving," Oct. 1, 2009 (available at <http://edocket.access.gpo.gov/2009/E9-24203.htm> ) and DOT Order 3902.10 "Text Messaging While Driving," Dec. 30, 2009, as implemented by Financial Assistance Policy Letter (No. FAP-2010-01, Feb. 2, 2010, available at [http://www.dot.gov/sites/dot.dev/files/docs/FAPL\\_2010-01.pdf](http://www.dot.gov/sites/dot.dev/files/docs/FAPL_2010-01.pdf)). This includes, but is not limited to, the Grantee and the State Department of Transportation acting as the limited agent on behalf of the Grantee:

Attachment 1

- 1) considering new rules and programs or re-evaluating existing programs to prohibit text messaging while driving;
- 2) conducting education, awareness, and other outreach for employees about the safety risks associated with texting while driving; and
- 3) encouraging voluntary compliance with the agency's text messaging policy while off duty.

The Grantee is encouraged to insert the substance of this clause in all assistance awards.

- p) The Grantee shall comply with the Buy America provisions set forth in 49 U.S.C. 24405(a) for the Project with respect to the use of steel, iron, and manufactured goods produced in the United States, subject to the conditions therein set forth.
- q) The Grantee agrees that it will comply with the provisions of the Davis-Bacon Act, 40 U.S.C. § 3141, et seq., as is specified in the Act.

### **SECTION 3. APPLICABLE FEDERAL LAWS AND REGULATIONS**

By entering into the Agreement the Grantee assures and certifies, with respect to this grant, that it will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Project. Performance under this Agreement shall be governed by and in compliance with the following requirements, as applicable to the type of organization of the Recipient and any applicable sub-recipients. The applicable provisions to the Agreement include but are not limited to the following:

#### **General Federal Legislation**

- a. Davis-Bacon Act - 40 U.S.C. 3141, et seq.
- b. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
- c. Hatch Act - 5 U.S.C. 1501, et seq.
- d. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title - 42 U.S.C. 4601, et seq.
- e. National Historic Preservation Act of 1966 - Section 106 - 16 U.S.C. 470f
- f. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469a through 469c.
- g. Native American Graves Protection and Repatriation Act - 25 U.S.C. 3001, et seq.
- h. Clean Air Act, P.L. 90-148, as amended
- i. Section 404 of the Clean Water Act, as amended 33 U.S.C. 1251, et seq.
- j. Section 7 of the Endangered Species Act, P.L. 93-205, as amended.
- k. Coastal Zone Management Act, P.L. 92-583, as amended.
- l. Flood Disaster Protection Act of 1973 - Section 102(a) - 42 U.S.C. 4012a
- m. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.
- n. American Indian Religious Freedom Act, P.L. 95-341, as amended
- o. Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. 1101, et seq.
- p. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, P.L. 91-616, as amended - 42 U.S.C. 4541, et seq.
- q. Sections 523 and 527 of the Public Health Service Act of 1912, as amended, 42U.S.C.



## Attachment 1

- 290dd through 290dd-2
- r. Architectural Barriers Act of 1968 - 42 U.S.C. 4151, et seq.
  - s. Power Plant and Industrial Fuel Use Act of 1978, P.L. 100-42 - Section 403 - 42 U.S.C.8373
  - t. Contract Work Hours and Safety Standards Act - 40 U.S.C. 3701, et seq.
  - u. Copeland Anti-kickback Act, as amended - 18 U.S.C. 874 and 40 U.S.C. 3145
  - v. National Environmental Policy Act of 1969 - 42 U.S.C. 4321, et seq.
  - w. Wild and Scenic Rivers Act, P.L. 90-542, as amended – 16 U.S.C. 1271, et seq.
  - x. Federal Water Pollution Control Act, as amended - 33 U.S.C. 1251-1376
  - y. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq.
  - z. Americans with Disabilities Act of 1990 - 42 U.S.C. 12101, et seq.
  - aa. Title IX of the Education Amendments of 1972, as amended - 20 U.S.C. 1681 through 1683, and 1685 through 1687
  - bb. Section 504 of the Rehabilitation Act of 1973, as amended - 29 U.S.C. 794
  - cc. Title VI of the Civil Rights Act of 1964 - 42 U.S.C. 2000d *et seq.*
  - dd. Title IX of the Federal Property and Administrative Services Act of 1949 - 40 U.S.C. 541, et seq.
  - ee. Limitation on Use of Appropriated Funds to Influence Certain Federal Contracting and Financial Transactions – 31 U.S.C. 1352
  - ff. Freedom of Information Act - 5 U.S.C. 552, as amended
  - gg. Magnuson-Stevens Fishery Conservation and Management Act – 16 U.S.C. 1855
  - hh. Farmlands Protection Policy Act of 1981 – 7 U.S.C. 4201
  - ii. Noise Control Act of 1972 – 42 U.S.C. 4901, et seq.
  - jj. Fish and Wildlife Coordination Act of 1956 – 16 U.S.C. 661
  - kk. Section 9 of the Rivers and Harbors Act and General Bridge Act of 1946 - 33 U.S.C. 401
  - ll. Section 4(f) of the Department of Transportation Act of 1966, 49 U.S.C. 303 and 23 U.S.C. 138
  - mm. Resource Conservation and Recovery Act of 1976 (RCRA), as amended -- 42 U.S.C. 6901, et seq.
  - nn. Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended --42 U.S.C. 9601-9657
  - oo. Safe Drinking Water Act -- 42 U.S.C. 300F-300J-6
  - pp. Wilderness Act -- 16 U.S.C. 1131-1136
  - qq. Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 -- 42 U.S.C. 6901, et seq.
  - rr. Migratory Bird Treaty Act 16 U.S.C. 760c-760g
  - ss. The Federal Funding Transparency and Accountability Act of 2006, as amended (Pub. L. 109–282, as amended by section 6202 of Public Law 110–252)
  - tt. Cargo Preference Act of 1954 – 46 U.S.C. 5530

### Executive Orders

- a. Executive Order 11246 - Equal Employment Opportunity
- b. Executive Order 11990 - Protection of Wetlands
- c. Executive Order 11988 – Floodplain Management
- d. Executive Order 12372 - Intergovernmental Review of Federal Programs

## Attachment 1

- e. Executive Order 12549 – Debarment and Suspension
- f. Executive Order 12898 – Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations
- g. Executive Order 13166 – Improving Access to Services for Persons With Limited English Proficiency

### General Federal Regulations

- a. Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and other Non-Profit Organizations – 2 C.F.R. Part 215
- b. Cost Principles for State, Local, and Indian Tribal Governments – 2 C.F.R. Part 225
- c. Non-procurement Suspension and Debarment – 2 C.F.R. Part 1200
- d. Investigative and Enforcement Procedures - 14 C.F.R. Part 13
- e. Procedures for predetermination of wage rates - 29 C.F.R. Part 1
- f. Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States - 29 C.F.R. Part 3
- g. Labor standards provisions applicable to contracts governing federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act) - 29 C.F.R. Part 5
- h. Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and federally assisted contracting requirements) - 41 C.F.R. Parts 60, et seq.
- i. Contractor Qualifications - 48 C.F.R. Part 9
- j. Uniform administrative requirements for grants and cooperative agreements to state and local governments - 49 C.F.R. Part 18
- k. New Restrictions on Lobbying – 49 C.F.R. Part 20
- l. Nondiscrimination in Federally Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 – 49 C.F.R. Part 21
- m. Uniform relocation assistance and real property acquisition for Federal and Federally assisted programs - 49 C.F.R. Part 24
- n. Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance - 49 C.F.R. Part 25
- o. Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance - 49 C.F.R. Part 27
- p. Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation – 49 C.F.R. Part 28
- q. Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors - 49 C.F.R. Part 30
- r. Governmentwide Requirements for Drug-Free Workplace (Financial Assistance) – 49 C.F.R. Part 32
- s. DOT's implementing ADA regulations, including the ADA Accessibility Guidelines in Part 37, Appendix A - 49 C.F.R. Parts 37 and 38
- t. Procedures for Transportation Workplace Drug and Alcohol Testing Programs – 49 C.F.R. Part 40
- u. Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs – 49 C.F.R. Part 26

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- v. Preference for Privately Owned Commercial U.S. Flag Vessels – 46 C.F.R. Part 381.

**Office of Management and Budget Circulars**

- a. A-87 – Cost Principles Applicable to Grants and Contracts with State and Local Governments
- b. A-102 – Grants and Agreements with State and Local Governments
- c. A-133 - Audits of States, Local Governments, and Non-Profit Organizations
- d. Any other applicable OMB Circular based upon the specific TIGER Grant Recipient

Specific assurances required to be included in grant agreements by any of the above laws, regulations, or circulars are hereby incorporated by reference into the Agreement.

**SECTION 4. GRANTEE AND PROJECT INFORMATION**

a) Grantee: This Grant is made to the Grantee for the project as described in the Grantee's Technical Application (the "Project") and the negotiated provisions on the Project's material terms and conditions, including the Project's scope, assurance/confirmation that all required funding has been obtained and committed, and the timeline for completion of the Project. The Grantee agrees to abide and comply with all terms and conditions of this Agreement and to abide by, and comply with, all requirements as specified in all exhibits and attachments, which are considered as integral parts of this Agreement. In the case of any inconsistency or conflict between the specific provisions of this Agreement, the exhibits and the attachments, such inconsistency or conflict shall be resolved as follows: first, by giving preference to the specific provisions and terms of this Agreement; second, by giving preference to the provisions and terms of Attachment 1; and third, by giving preference to the provisions and terms of other attachments.

The Dun and Bradstreet Data Universal Numbering System (DUNS) No. of the Grantee is identified in section 1B on the Grant/Cooperative Agreement (page 1)

Name of any First-Tier Sub-Grantees or Sub-Recipients (if applicable—to be reported if/when identified. If not applicable, note as N/A) N/A

DUNS No. of First-Tier Sub-Grantees or Sub-Recipients (if applicable—to be reported if/when identified. If not applicable, note as N/A) N/A

b) Notices:

Notices required by this Agreement should be addressed as follows:

As to the FRA:

Michael Longley

Transportation Industry Analyst

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U.S. Department of Transportation/Federal Railroad Administration  
1200 New Jersey Avenue, SE  
Washington, DC 20590  
Room W36-446  
202-493-6377  
michael.longley@dot.gov

As to the Grantee:

Shelley Winters  
Bureau Administrator  
NH Department of Transportation  
PO Box 483, Concord, NH 03302-0483  
603-271-2468  
SWinters@dot.state.nh.us

Notwithstanding section 13(c) of this Attachment, the Grantee may update contact information listed in this paragraph by written notice (formal letter) to the Government without the need for a formal amendment to this Agreement.

c) Project Description and Milestones

- 1) Project Description: The Grantee shall furnish all personnel, facilities, and equipment, and other materials and services (except as otherwise specified herein) necessary to perform the approved Project, as set forth in the Statement of Work and the Estimated Project Schedule (Attachment 2), the Approved Project Budget (Attachment 3), and in accordance with the representations, certifications, and assurances set forth in the Grantee's Application, incorporated herein and made a part hereof. In the event of a conflict, in describing the Project, between the Grantee's Application and the Statement of Work, the Statement of Work will govern.
- 2) Term: Unless sooner terminated in accordance with its terms, this Agreement shall be valid for the time period indicated on the Grant/Cooperative Agreement (page 1), sections 4 and 5. This time period includes the period for both completion of the Project, and completion and submission of any reports or deliverables required by this Agreement.
- 3) State and Local Planning:

Planning Program Date: New Hampshire State Rail Plan June 2012.

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4) Environmental Approvals and Processes:

Environmental Documentation Type, Titles, and Date: A Categorical Exclusion (CE) for the project was signed on May 5, 2014 and a subsequent NEPA Re-Evaluation Form was signed on July 3, 2014.

Environmental Decision Type and Date: A Categorical Exclusion (CE) for the project was signed on May 5, 2014 and a subsequent NEPA Re-Evaluation Form was signed on July 3, 2014.

Name of Agency and Office Approving Each Environmental Decision Document:  
Federal Railroad Administration.

Planned Completion of NEPA: NEPA process was completed on July 3, 2014.

1) Project Schedule:

Planned or Actual Contract Award Date (if applicable): 08/15/2014

Planned or Actual Construction Start Date: 08/22/2014

Planned Project Completion Date: 10/31/2015

Planned Completion of Final Design: 07/03/2014

d) Project Funding

1) **FY 2013 TIGER Discretionary Program Funding:**

The total not-to-exceed amount of Federal funding that is provided under this Agreement is identified on the Grant/Cooperative Agreement (page 1) sections 10 and 11. The FRA's liability to make payments to the Grantee under this Agreement is limited to those funds obligated under this Agreement as indicated above and any subsequent amendments.

2) **FY 2013 Non-TIGER Financial Commitment (if any):**

- A. The Grantee hereby commits and certifies that it will provide funds (and ensure the availability of other sources of funding, such as local/private funding or in/kind contributions) in an amount sufficient, together with the Federal contribution (acknowledging the limitations as set forth in this Agreement), to assure timely and full payment of the Project costs as necessary to complete the Project.
- B. The Grantee agrees to notify the FRA within 14 calendar days of any change in circumstances or commitments that adversely affect the Grantee's plan to fund the Project costs necessary to complete the Project as set forth in the Grantee's Application. In its notification, the Grantee shall advise the FRA of what actions it has taken or plans to take to ensure adequate funding resources and shall reaffirm its commitment to the FRA as set forth in subsection (A) of this section 4(d)(2). The FRA is not responsible for any funding shortfalls regarding the FY 2013 non-TIGER grant amount share. The FY 2013 TIGER Discretionary Grant Amount will remain unchanged (See section 13 of this Attachment to the Agreement regarding termination).

3) **Grant Funds and Sources of Project Funds:**

- A. The total estimated cost of the Project (as set forth in the Approved Project Budget) is \$ 2,015,000.
- B. FRA funding assistance under the FY 2013 TIGER Discretionary Grant Program is limited to an estimated 69.4789% of the total estimated cost for completing the Project, but not greater than \$ 1,400,000. If there are any cost savings, or if the contract award is under the engineer's estimate, the Grantee's funding amount and percentage share may be reduced, provided that the Grantee's share of the costs under the Act may not be reduced below 20% for urban area projects.
- C. Grantee funding assistance (including all sources other than that provided in (B) above, which may include other Federal funds, state funds, local funds, or other contributed funds) is estimated to be 30.5211% of the total cost of the Project. Consequently, of the amount specified in subparagraph (A) of this subsection, Grantee funding is estimated to be \$ 615,000. If there are any cost savings, or if the contract award is under the engineer's estimate, the Grantee's funding amount and percentage share may be reduced, provided that the Grantee's share of the costs under the Act may not be reduced below 20% for urban area projects.

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D. When requesting payment, the Grantee must identify: (1) the total amount of costs for which funding is requested; (2) Grantee funding assistance applied to the Project; and (3) the balance of federal assistance dollars requested for payment.

E. Funding responsibility for the Project under this Agreement is recapped as follows:

FRA Funding Assistance	+	Grantee Cash Contribution	+	Grantee In-Kind	=	Total Project Funding
\$1,400,000.00	+	\$615,000.00	+	\$000,000.00	=	\$2,015,000.00

F. FRA hereby authorizes the reimbursement of pre-agreement costs by the Grantee on or after August 30, 2013, in anticipation of the execution of this Grant Agreement, but such costs are allowable only to the extent that they are otherwise allowable under the terms of this Agreement.

**SECTION 5. REIMBURSEMENT OF PROJECT COSTS**

Pursuant to 49 C.F.R. 18.21(d) or 19.22(e), as applicable, the Grantee may request reimbursement of costs incurred in the performance hereof as are allowable under the applicable cost provisions, not-to-exceed the funds currently available as stated in this Agreement, and in accordance with the provisions of section 4(d)(3) of Attachment 1.

a) Requests for Reimbursement: When requesting reimbursement of costs incurred, the Grantee shall submit supporting cost detail with the SF 270 to clearly document costs incurred. Cost detail includes a detailed breakout of all costs incurred including direct labor, indirect costs, other direct costs, and travel. The FRA contact person identified in section 4(b) of this Attachment 1 reserves the right to withhold processing requests for reimbursement until sufficient detail is received. In addition, reimbursement will not be made without review and approval by the FRA contact person identified in section 4(b) of this Attachment 1 to ensure that progress on the Agreement is sufficient to substantiate payment.

b) Payment of FRA funding through FRA's Office of Financial Services, shall be made on a reimbursable basis whereby the Grantee will be reimbursed, after the submission of proper invoices, for actual expenses incurred.

The Grantee will use the Automated Clearing House (ACH) Electronic Vendor Payment method for transfer of reimbursed funds and submit a SF-270 form. Requests for reimbursement must be made through the Department of Transportation's Delphi eInvoicing System. Information on the Delphi eInvoicing System can be found at: <http://www.dot.gov/cfo/delphi-einvoicing-system.html>. To obtain access to the Delphi eInvoicing System, please contact the FRA individual identified in Section 4(b).

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- c) To seek reimbursement from the Government, the Grantee shall submit documentary evidence of all obligations associated with the Project set forth in this Agreement, and set forth the breakdown of those Project costs (those to be covered by the Federal FY 2013 TIGER Discretionary Grant Program contribution, and those to be covered by all sources other than the FY 2013 TIGER Discretionary Grant Program, which may include other Federal funds, state funds, local funds, or other contributed funds ). The FRA will reimburse the Grantee upon request for all valid expenses (FY 2013 TIGER Discretionary Grant Program share of Project costs), upon FRA's acceptance of such documentation. All reimbursement requests to the Government shall be supported by sufficient documentation to justify reimbursement of the Grantee, including invoices and proof of payment of an invoice.
- d) The Grantee shall have entered into obligations for services and goods associated with the Project prior to seeking reimbursement from the Government.
- e) The Grantee shall ensure that the funds provided by the Government are not misappropriated or misdirected to any other account, need, project, line-item, or the like.
- f) Any Federal funds not expended in conjunction with the Project will remain the property of the Government.
- g) **Financial Management System:** By signing this agreement, the Grantee verifies that it has, or will implement, a financial management system adequate for monitoring the accumulation of costs, and that it complies with the financial management system requirements of 49 C.F.R. Part 18 or Part 19, as applicable. The Grantee's failure to comply with these requirements may result in Agreement termination.
- h) **Allowability of Costs:** Determination of allowable costs will be made in accordance with the applicable Federal cost principles, e.g., OMB Circular A-87 (2 C.F.R. Part 225). Disallowed costs are those charges determined to not be allowed in accordance with the applicable Federal cost principles or other conditions contained in this Agreement.

### **SECTION 6. RESPONSIBILITY AND AUTHORITY OF THE GRANTEE**

- a) Legal Authority. The Grantee affirms that it has the legal authority to apply for the grant, and to finance and carry out the proposed project identified in its Technical Application; that a resolution, motion or similar action has been duly adopted or passed as an official act of the Grantee's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the Grantee to act in connection with the application and to provide such additional information as may be required.
- b) Funds Availability. The Grantee affirms that it has sufficient funds available for that portion of the Project costs that are not to be paid by the Government. The Grantee also affirms that it has sufficient funds available to assure operation and maintenance of items funded under the Agreement that it will own or control.
- c) Preserving Rights and Powers. The Grantee will not take or permit any action that would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in the Agreement without the written approval of the Government, and will act promptly to acquire, extinguish, or modify any outstanding rights or claims of right



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of others that would interfere with such performance by the Grantee. The Grantee agrees that this will be done in a manner acceptable to the Government.

d) Accounting System, Audit and Record Keeping Requirements.

1. The Grantee agrees to keep all project accounts and records that fully disclose the amount and disposition by the Grantee of the proceeds of the grant, the total cost of the Project in connection with which the grant is given or used, and the amount or nature of that portion of the cost of the Project supplied by other sources, and such other financial records pertinent to the Project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984, as amended (31 U.S.C. 7501-7507).

2. The Grantee agrees to make available to the DOT and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the Grantee that are pertinent to the grant. The Government may require that a Grantee conduct an appropriate audit. In any case in which an independent audit is made of the accounts of a Grantee relating to the disposition of the proceeds of a grant or relating to the Project in connection with which the grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

e) Minimum Wage Rates. The Grantee shall include, in all contracts in excess of \$2,000 for work on any projects funded under this Agreement that involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 3141, et seq.), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

f) Foreign Market Restrictions. The Grantee will not allow funds provided under this grant to be used to fund any project that uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

h) Relocation and Real Property Acquisition. (1) The Grantee will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 C.F.R. Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B. (2) The Grantee will provide a relocation assistance program offering the services described in Subpart C and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 C.F.R. Part 24. (3) The Grantee will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 C.F.R. Part 24.

## SECTION 7. LABOR REQUIREMENTS

a) The Act, regarding FY 2013 TIGER Discretionary Grants, requires that all laborers and mechanics employed by contractors and subcontractors on projects funded directly by or assisted in whole or in part by and through the Federal Government shall be paid wages at rates not less

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than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of Title 40, United States Code.

- b) Pursuant to Reorganization Plan No. 14 and the Copeland Act, 40 U.S.C. 3145, the Department of Labor has issued regulations at 29 C.F.R. Parts 1, 3, and 5 to implement the Davis-Bacon and related Acts. Regulations in 29 C.F.R. 5.5 instruct agencies concerning application of the standard Davis-Bacon contract clauses set forth in that section. Federal agencies providing grants, cooperative agreements, and loans under the Act shall ensure that the standard Davis-Bacon contract clauses found in 29 C.F.R. 5.5(a) are incorporated in any resultant covered contracts that are in excess of \$2,000 for construction, alteration or repair (including painting and decorating).
- c) Federal agencies providing grants, grant agreements, and loans under the Act shall ensure that the standard Davis-Bacon contract clauses found in 29 C.F.R. 5.5(a) are incorporated in any resultant covered contracts that are in excess of \$2,000 for construction, alteration or repair (including painting and decorating).
- d) For additional guidance on the wage rate requirements of the Act, contact your awarding agency. Recipients of grants, grant agreements and loans should direct their initial inquiries concerning the application of Davis-Bacon requirements to a particular federally assisted project to the Federal agency funding the project. The Secretary of Labor retains final coverage authority under Reorganization Plan Number 14.

## SECTION 8. TRANSPARENCY ACT REQUIREMENTS

### [THIS SECTION MAY BE UPDATED BASED ON FURTHER OMB GUIDANCE OR REGULATION]

Pursuant to the Federal Funding Transparency and Accountability Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Public Law 110-252, hereafter referred to as "the Transparency Act" or "the Act") and the OMB Interim Final Rule (75 FR 55663 (September 14, 2010) (available at <http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf>) (codified at 2 C.F.R. Part 170), the Grantee is required to report as required under the Act, in addition to including the following clause in all first-tier Subawards:

#### I. Reporting Subawards and Executive Compensation.

##### a. Reporting of First-Tier Subawards.

1) Applicability. Unless the Grantee (hereinafter in this section referred to as "you") are exempt as provided in paragraph d. of this section, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in subsection e. of this section).

2) Where and when to report.

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a. You must report each obligating action described in subsection a.1. of this section to <http://www.fsrs.gov>.

b. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

3) What to report. You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

### **b. Reporting Total Compensation of Recipient Executives.**

1) Applicability and what to report. You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—

a. the total Federal funding authorized to date under this award is \$25,000 or more;

b. in the preceding fiscal year, you received—

(1) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and

(2) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and

c. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/excomp.htm>.)

2) Where and when to report. You must report executive total compensation described in subsection b.1. of this section:

a. As part of your registration profile at <http://www.ccr.gov>.

b. By the end of the month following the month in which this award is made, and annually thereafter.

### **c. Reporting of Total Compensation of Subrecipient Executives.**

1) Applicability and what to report. Unless you are exempt as provided in subsection d. of this section, for each first-tier subrecipient under this award, you shall report the names and total

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compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—

a. in the subrecipient's preceding fiscal year, the subrecipient received—

(1) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and

(2) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

b. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2) Where and when to report. You must report subrecipient executive total compensation described in subsection c.1. of this section:

a. To the recipient.

b. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

**d. Exemptions.**

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

a. Subawards,

and

b. The total compensation of the five most highly compensated executives of any subrecipient.

**e. Definitions. For purposes of this section:**

1) Entity means all of the following, as defined in 2 C.F.R. Part 25:

a. A Governmental organization, which is a State, local government, or Indian tribe;

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- b. A foreign public entity;
  - c. A domestic or foreign nonprofit organization;
  - d. A domestic or foreign for-profit organization;
  - e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
- 2) Executive means officers, managing partners, or any other employees in management positions.
- 3) Subaward:
- a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
  - b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. — .210 of the attachment to OMB Circular A-133, “Audits of States, Local Governments, and Non-Profit Organizations”).
  - c. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
- 4) Subrecipient means an entity that:
- a. Receives a subaward from you (the recipient) under this award; and
  - b. Is accountable to you for the use of the Federal funds provided by the subaward.
- 5) Total compensation means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 C.F.R. 229.402(c)(2)):
- a. Salary and bonus.
  - b. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
  - c. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.

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d. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.

e. Above-market earnings on deferred compensation which is not tax-qualified.

f. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

### **SECTION 9. SINGLE AUDIT INFORMATION FOR RECIPIENTS OF TIGER DISCRETIONARY GRANT FUNDS**

a) To maximize the transparency and accountability of funds authorized under the Act as required by Congress and in accordance with 2 C.F.R. 215.21 "Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Non-Profit Organizations" and OMB Circular A-102 "Grants and Cooperative Agreements with State and Local Governments" Common Rule provisions, recipients agree to maintain records that identify adequately the source and application of TIGER Discretionary Grant funds. OMB Circular A-102 is available at <http://www.whitehouse.gov/omb/circulars/a102/a102.html>.

b) For recipients covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," recipients agree to separately identify the expenditures for Federal awards under the Act on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection Form (SF-SAC) required by OMB Circular A-133. OMB Circular A-133 is available at <http://www.whitehouse.gov/omb/circulars/a133/a133.html>. This shall be accomplished by identifying expenditures for Federal awards made under the Act separately on the SEFA, and as separate rows under Item 9 of Part III on the SF-SAC by CFDA number, and inclusion of the prefix "FY 2013 TIGER -" in identifying the name of the Federal program on the SEFA and as the first characters in Item 9d of Part III on the SF-SAC.

### **SECTION 10. REPORTING**

Subject to the Paperwork Reduction Act, and consistent with the purposes of the FY 2013 TIGER Discretionary Grant Program, the Grantee agrees to collect data necessary to measure performance of the Project and to ensure accountability and transparency in Government spending. The Grantee further agrees to submit periodic reports to the Government that contain data necessary to measure performance of the Project and to ensure accountability and transparency in Government spending.

a) Project Outcomes and Performance Measurement Reports. The Grantee shall collect the data necessary to track and report on each of the performance measures identified in the Performance Measurement Table in Attachment 4, and report results of the data for each measure to the Government periodically, according the reporting schedule identified in Attachment 4. Furthermore, the Grantee agrees to provide an initial Pre-project Report and a final Project Outcomes Report to the Government. The Pre-project Report shall consist of current baseline data for each of the performance measures specified in the Performance

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Measurement Table in Attachment 4. The Pre-project Report shall include a detailed description of data sources, assumptions, variability, and the estimated level of precision for each measure. The Grantee shall submit the report to the Government before initiating work under this Agreement. The Grantee shall represent that the data in the Pre-project Report is current as of the date it is issued. The Grantee shall submit interim Project Performance Measurement Reports to the Government for each of the performance measures specified in the Performance Measurement Table in Attachment 4 following Project completion. The Grantee shall submit reports at each of the intervals identified for the duration of the time period specified in the Performance Measurement Table in Attachment 4. The Grantee shall represent that the data in each of the interim Project Performance Reports is current as of the final date of the reporting interval. The Project Outcomes Report shall consist of a narrative discussion detailing Project successes and/or the influence of external factors on Project expectations. The Grantee shall submit the Project Outcomes Report to the Government within 3 months of the end date of performance under this Agreement, which includes an *ex post* examination of Project effectiveness in relation to the Pre-project Report baselines. The Grantee shall represent that the data in the Project Outcomes Report is current as of the date it is issued, in accordance with Attachment 4. The Grantee shall submit each report via email to each of the Government contacts identified in section 4(b) of this Attachment 1 of this Agreement and, additionally, to [outcomes@dot.gov](mailto:outcomes@dot.gov). The email shall reference and identify in the email subject line the TIGER Grant Number and provide the number of the Performance Measures report submitted.

b) Project Progress and Monitoring Reports. Consistent with the purposes of the FY 2013 TIGER Discretionary Grant Program, to ensure accountability and transparency in Government spending, the Grantee shall submit quarterly progress reports (January 1, April 1, July 1, October 1), and the Federal Financial Report (SF-425), as set forth in Section 14(h): to the Government on a quarterly basis, on the 30<sup>th</sup> of the month following the quarter being reported, until completion of the Project. The initial report shall include a detailed description, and, where appropriate, drawings, of the items funded. The Grantee shall submit all required reports and documents to the FRA contact person identified in Attachment 1, section 4(b), referencing the Agreement number, and through GrantSolutions in the case of the Federal Financial Report (SF-425)

c) Annual Budget Review and Program Plan. The Grantee shall submit an Annual Budget Review and Program Plan to the Government via e-mail 60 days prior to the end of each Agreement year. The Annual Budget Review and Program Plan shall provide a detailed schedule of activities, estimate of specific performance objectives, include forecasted expenditures, and schedule of milestones for the upcoming Agreement year. If there are no proposed deviations from the Approved Project Budget, Attachment 3, the Annual Budget Review shall contain a statement stating such. The Grantee will meet with the Government to discuss the Annual Budget Review and Program Plan. If there is an actual or projected Project cost increase, the annual submittal should include a written plan for providing additional non-TIGER Discretionary Grant sources of funding to cover the Project budget shortfall or supporting documentation of committed non-TIGER Discretionary Grant funds to cover the cost increase.

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d) Closeout Process. Closeout occurs when all required Project work and all administrative procedures described in Title 23 (or 49 C.F.R. part 18 or part 19, as applicable) are completed, and the Government notifies the Grantee and forwards the final Federal assistance payment, or when the Government acknowledges Grantee's remittance of the proper refund. Within 90 days of the Project completion date or termination by the Government, the Grantee agrees to submit a final Financial Status Report (SF-425), a certification or summary of Project expenses, and third-party audit reports.

### **SECTION 11. SPECIAL GRANT REQUIREMENTS**

a) Except as otherwise provided herein, the Grantee shall ensure the maintenance of Project property to the level of utility (including applicable FRA track safety standards) which exists when the Project improvements are placed in service (as set forth in the Statement of Work (Attachment 2) for a period of twenty (20) years from the date such Project property was placed in service. In the event the Grantee fails to maintain project property as required by this section for a period of time in excess of six (6) months, the Grantee will refund to the Government a pro-rata share of the Federal contribution, based upon the percentage of the twenty (20) year period remaining at the time of such original default.

b) The Grantee acknowledges that the purpose of the Project is to benefit railroad transportation. In the event that all intercity passenger rail service making use of the Project property is discontinued (for any reason) at any time during a period of twenty (20) years from the date such Project property was placed in service, as set forth above, and if such intercity passenger rail service is not reintroduced during a one (1) year period following the date of such discontinuance, the Grantee shall refund to the Government, no later than eighteen (18) months following the date of such discontinuance, a pro-rata share of the Federal contribution, based upon the percentage of the twenty (20) year period remaining at the time of such discontinuance.

### **SECTION 12. ASSURANCES AND CERTIFICATIONS**

The Grantee will ensure compliance with the standard FY 2013 TIGER grant program assurances and certifications, attached hereto as Attachment 5 and made a part hereof.

### **SECTION 13. TERMINATION, EXPIRATION, AND MODIFICATION**

a) Subject to terms set forth in this Agreement, the Government reserves, in its sole discretion, the right to terminate this Agreement, and all of its obligations with this Agreement, unless otherwise agreed to in a signed writing between the Grantee and the Government, if any of the following occurs:

- 1) The Grantee fails to obtain or provide any non-FY 2013 TIGER Discretionary Grant Program contribution or alternatives approved by the Government, in accordance with section 4(d) of Attachment 1 of this Agreement;
- 2) The Grantee fails to begin construction before 09/30/2014



## Attachment 1

- 3) The Grantee fails to begin expenditure of Grant funds by 11/01/2014
- 4) The Grantee fails to meet the conditions and obligations specified under this Agreement, including, but not limited to, a material failure to comply with the Project Schedule, after giving the Grantee a reasonable opportunity to cure such failure;
- 5) The Government determines that the public objectives of the Project cannot be accomplished.

b) Funds made available under this Agreement are required to be obligated by the Government on or before September 30, 2014. Funds made available under this Agreement, once obligated, are available for liquidation and adjustment through September 30, 2019, the "Grant Termination Date." Unless otherwise agreed to by the parties, this Agreement shall terminate on the Grant Termination Date.

c) Either party (the Government or the Grantee) may seek to amend or modify this Agreement prior to the Grant Termination Date by written notice (formal letter) to the other party and in accordance with 49 C.F.R. Parts 18.43 and 18.44. The Grant Agreement may be amended or modified only on the mutual written agreement by both parties. Changes to Attachment 2 (Estimated Project Schedule and Approved Project Budget) do not require modification through the process in this paragraph if such modifications do not affect the dates or amounts in sections 4(c)(5) and 4(d)(3) of Attachment 1 of this Agreement, and the change has been consented to by the Government in writing consistent with the requirements of the administering Operating Administration (including by e-mail).

### **SECTION 14. QUARTERLY PROGRESS REPORTING REQUIREMENTS—FORMAT AND CONTENT**

- a) The purpose of the calendar quarterly progress reports under the Agreement for the TIGER Discretionary Grants program is to ensure that the project budget and schedule will be maintained to the maximum extent possible, that the project will be completed with the highest degree of quality, and that compliance with Federal regulations will be met. To that end, along with the quarterly progress, as outlined below, the Grantee should also submit a Federal Financial Report (SF-425) with each quarterly progress report.
- b) The Grantee should develop a project reporting and tracking system to collect, assess and maintain project status information and data that is timely, independent, and accurate. This system should provide current information on project prosecution, progress, changes, and issues. This information should be used to identify trends and forecast project performance and to identify and proactively address challenges to eliminate major project surprises.
- c) The need to continuously and accurately report cost increases; schedule changes; deficient quality items; and the causes, impacts, and proposed measures to mitigate these issues is paramount to effectively managing, administering, and protecting the public investment in the project. Any apparent reporting deficiencies or questionable data should be completely resolved.

## Attachment 1

Ultimately, the Grantee and the Government must be fully aware of the complete status of the project, and therefore be in a position to take appropriate action if necessary.

d) A quarterly cost, schedule, and status report will be produced by the Grantee, and a quarterly status meeting will be held with the Grantee, the Government and other applicable agencies in attendance. The quarterly status meetings should discuss the project costs, schedules, quality issues, compliance with Federal requirements, and other status items in sufficient detail to allow all involved parties to be fully aware of the significant status issues and actions planned to mitigate any adverse impacts. In addition, significant issues occurring between status meetings must be communicated immediately without waiting for the next regularly scheduled meeting, with any highly significant or sensitive issues elevated immediately to the executive leadership.

e) The following is the required format for the quarterly progress reports. At the discretion of the Government, modifications or additions can be made in order to produce a quarterly reporting format that will most effectively serve both the Grantee and the Government. It is recognized that some projects will have a more extensive quarterly status than others. In the case of smaller projects, the content of the quarterly reports will be streamlined and project status meetings will be held on a less-frequent basis. Please note that the initial quarterly progress report should include a detailed description, and where appropriate, drawings, of the items funded. In lieu of the following information, the Grantee may submit information set forth in the TIGER Quarterly Progress Report Excel template.

**(a) Executive Summary.** The executive summary should be a clear and concise summary of the current status of the project, including any major issues that have an impact on the project's scope, budget, schedule, quality, or safety. It may be done in a bulleted format. The following summary information is an example of items that should be covered in the executive summary section:

- Current total project cost (forecast) vs. latest budget vs. baseline budget. Include an explanation of the reasons for any deviations from the approved budget.
- Current overall project completion percentage vs. latest plan percentage.
- Any delays or exposures to milestone and final completion dates. Include an explanation of the reasons for the delays and exposures.
- A summary of the projected and actual dates for notices to proceed for significant contracts, start of construction, start of expenditure of TIGER Discretionary Grant funds, and project completion date. Include an explanation of the reasons for any discrepancies from the corresponding project milestone dates included in the Agreement.
- Any Federal obligations and/or TIFIA disbursements occurring during the month versus planned obligations or disbursements.
- Any significant contracts advertised, awarded, or completed.

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- Any significant scope of work changes.
- Any significant items identified as having deficient quality.
- Any significant safety issues.
- Any significant Federal issues such as environmental compliance, Buy America/Buy American (whichever is applicable to this Project), Davis Bacon Act Prevailing Wage requirements, etc.

**(b) Project Activities and Deliverables.** The purpose of this section is to: (1) highlight the project activities and deliverables occurring during the previous quarter (reporting period), and (2) define the activities and deliverables planned for the next two reporting periods. Activities and deliverables to be reported on should include meetings, audits and other reviews, design packages submitted, advertisements, awards, construction submittals, construction completion milestones, media or Congressional inquiries, value engineering/constructability reviews, and other items of significance. The two reporting period "look ahead schedule" will enable the Government to accommodate any activities requiring input or assistance.

**(c) Action Items/Outstanding Issues.** This section should draw attention to, and track the progress of, highly significant or sensitive issues requiring action and direction in order to resolve. In general, issues and administrative requirements that could have a significant or adverse impact to the project's scope, budget, schedule, quality, safety, and/or compliance with Federal requirements should be included. Status, responsible person(s), and due dates should be included for each action item/outstanding issue. Action items requiring action or direction should be included in the quarterly status meeting agenda. The action items/outstanding issues may be dropped from this section upon full implementation of the remedial action, and upon no further monitoring anticipated.

**(d) Project Schedule.** An updated master program schedule reflecting the current status of the program activities should be included in this section. A Gantt (bar) type chart is probably the most appropriate for quarterly reporting purposes, with the ultimate format to be agreed upon between the Grantee and the Government. It is imperative that the master program schedule be integrated, i.e., the individual contract milestones tied to each other, such that any delays occurring in one activity will be reflected throughout the entire program schedule, with a realistic completion date being reported. Narratives, tables, and/or graphs should accompany the updated master program schedule, basically detailing the current schedule status, delays and potential exposures, and recovery efforts. The following information should also be included:

- Current overall project completion percentage vs. latest plan percentage.
- Completion percentages vs. latest plan percentages for major activities such as right-of-way, major or critical design contracts, major or critical construction contracts, and significant force accounts or task orders. A schedule status description should also be included for each of these major or critical elements.

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- Any delays or potential exposures to milestone and final completion dates. The delays and exposures should be quantified, and overall schedule impacts assessed. The reasons for the delays and exposures should be explained, and initiatives being analyzed or implemented in order to recover the schedule should be detailed.

**(e) Project Cost.** An updated cost spreadsheet reflecting the current forecasted cost vs. the latest approved budget vs. the baseline budget should be included in this section. One way to track project cost is to show: (1) Baseline Budget, (2) Latest Approved Budget, (3) Current Forecasted Cost Estimate, (4) Expenditures or Commitments to Date, and (5) Variance between Current Forecasted Cost and Latest Approved Budget. Line items should include all significant cost centers, such as prior costs, right-of-way, preliminary engineering, environmental mitigation, general engineering consultant, section design contracts, construction administration, utilities, construction packages, force accounts/task orders, wrap-up insurance, construction contingencies, management contingencies, and other contingencies. The line items can be broken-up in enough detail such that specific areas of cost change can be sufficiently tracked and future improvements made to the overall cost estimating methodology. A Program Total line should be included at the bottom of the spreadsheet. Narratives, tables, and/or graphs should accompany the updated cost spreadsheet, basically detailing the current cost status, reasons for cost deviations, impacts of cost overruns, and efforts to mitigate cost overruns. The following information should be provided:

- Reasons for each line item deviation from the approved budget, impacts resulting from the deviations, and initiatives being analyzed or implemented in order to recover any cost overruns.
- Transfer of costs to and from contingency line items, and reasons supporting the transfers.
- Speculative cost changes that potentially may develop in the future, a quantified dollar range for each potential cost change, and the current status of the speculative change. Also, a comparison analysis to the available contingency amounts should be included, showing that reasonable and sufficient amounts of contingency remain to keep the project within the latest approved budget.
- Detailed cost breakdown of the general engineering consultant (GEC) services (if applicable), including such line items as contract amounts, task orders issued (amounts), balance remaining for tasks, and accrued (billable) costs.
- Federal obligations and/or TIFIA disbursements for the project, compared to planned obligations and disbursements.

**(f) Project Funding Status.** The purpose of this section is to provide a status report on the non-TIGER Discretionary Grant funds necessary to complete the project. This report section should include a status update of any legislative approvals or other actions necessary to provide the non-TIGER Discretionary Grant funds to the Project. Such approvals might include

## Attachment I

legislative authority to charge user fees or set toll rates, or the commitment of local funding revenues to the project. In the event that there is an anticipated or actual project cost increase, the project funding status section should include a report on the anticipated or actual source of funds to cover the cost increase and any significant issues identified with obtaining additional funding.

**(g) Project Quality.** The purpose of this section is to: (1) summarize the Quality Assurance/Quality Control activities during the previous month (reporting period), and (2) highlight any significant items identified as being deficient in quality. Deficient items noted should be accompanied by reasons and specifics concerning the deficiencies, and corrective actions taken or planned. In addition, the agency or firm responsible for the corrective action should be documented. Planned corrective actions should then be included as Action Items/Outstanding Issues.

**(h) Federal Financial Report (SF-425).** The Federal Financial Report (SF-425) (available at [http://www.whitehouse.gov/sites/default/files/omb/assets/grants\\_forms/SF-425.pdf](http://www.whitehouse.gov/sites/default/files/omb/assets/grants_forms/SF-425.pdf)) is a financial reporting form used throughout the Federal Government Grant system. The Grantee shall submit the Federal Financial Report (SF-425) on a quarterly basis throughout the lifecycle of the grant. Reports are due 30 days from the close of the calendar quarter and should be submitted online through GrantSolutions. Reports should be submitted in accordance with the form's instructions, requiring reporting of all transactions, including Federal cash, Federal expenditures and unobligated balance, recipient share, and program income. The final SF-425 is due within 90 days after the end of the award period, but may be submitted as soon as all outstanding expenditures have been completed.

**(i) Other Status Reports.** The Grantee and the Government may agree that other reports may be beneficial in ensuring that project status issues are fully and openly communicated. Such reports may include the public relations plan, value engineering and constructability review plan, environmental compliance report, and/or compliance with the Buy America requirements.

**STATEMENT OF WORK**  
**New Hampshire Northcoast Rail Corridor Improvement Project**

**1.0 BACKGROUND**

The New Hampshire Northcoast Corporation (NHN) operates a 42-mile short line railroad that runs between Ossipee, NH and Rollinsford, NH. The line carries a large amount of sand, gravel and granite from Ossipee, NH to a concrete plant in Boston, MA. The line also carries propane and other mixed freight. This line parallels Route 16, which is a major thoroughfare to the lakes and mountains region of New Hampshire for both tourists and freight traffic. The railroad allows for the separation of a larger volume of freight traffic and tourist traffic in New Hampshire along Route 16. The present volume on the line is approximately 5,000 rail cars per year. While this project does not include any proposed passenger rail service, the improvements to the track will increase the future viability of passenger service in this corridor and provide a connection to an existing passenger rail service.

**2.0 GENERAL OBJECTIVE**

The project has three major components: 1) the repair and refurbishment of a wash-out and a section of track north of NHN's Ossipee location, 2) the upgrade of two grade crossings, and 3) the rehabilitation of the track structure in key areas (the Project). The Project will help provide safer operations and a safe increase in the volume of rail cars in the rail corridor. The expansion of dependable freight service is crucial to the economic vitality of the overall region and to the recovery of the struggling economy of the northeast region of New Hampshire. The infrastructure improvements will ensure connectivity to the north, a competitive and safe rail transportation network for the region for energy, aggregate, wood, steel, and manufacturing products.

**3.0 PROJECT LIMITS**

The line runs north to south between Ossipee, NH and Rollinsford, NH. To the north it connects to an abandoned rail corridor, which is owned by the State of New Hampshire, running from Ossipee to Conway, NH. To the south the line connects with the Pan Am Railway main line in Rollinsford, NH.

Attachment 2

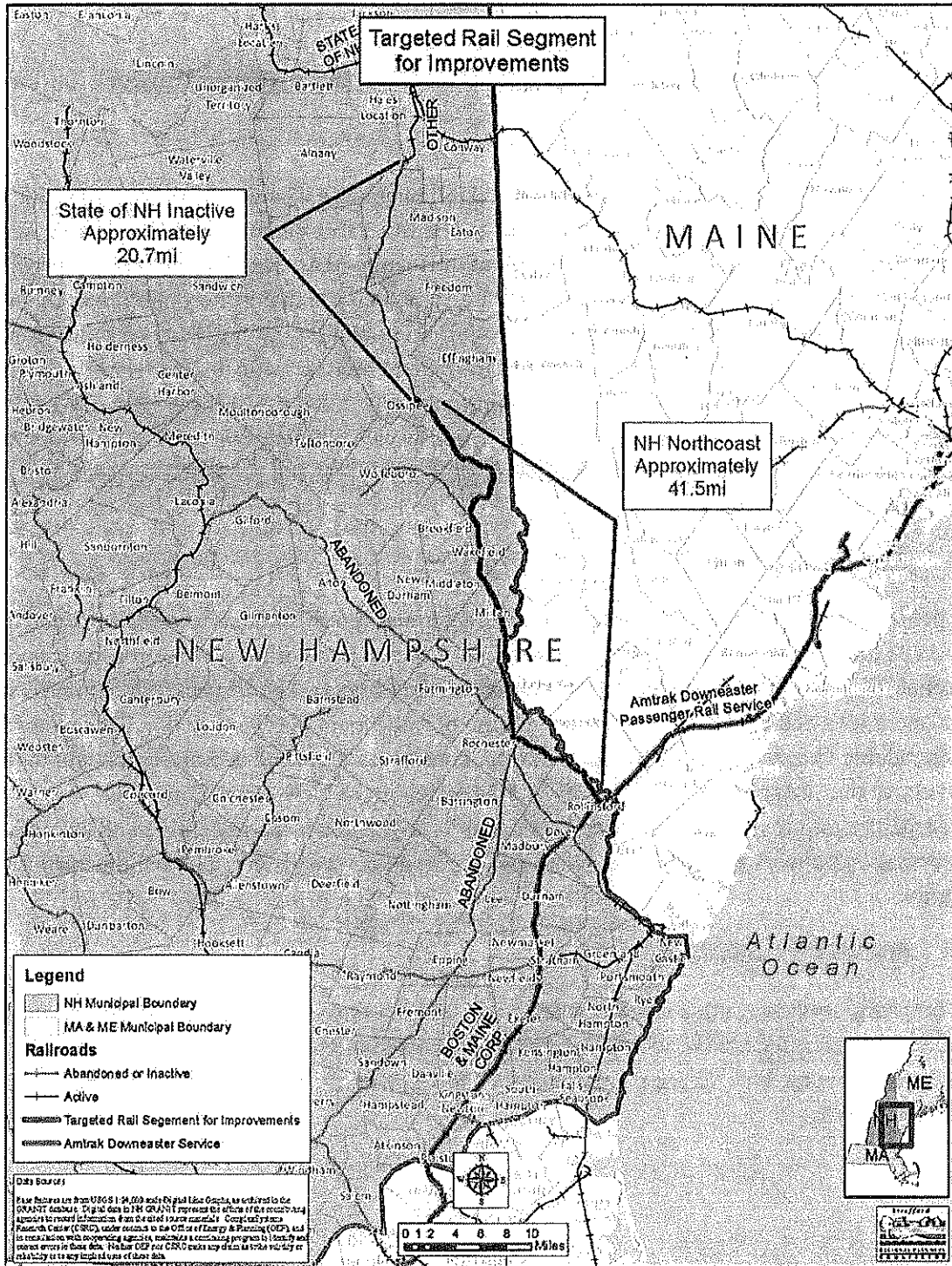


Figure 1: Location of the NHN Rail Line

#### **4.0 DESCRIPTION OF WORK**

The Project has three major components: 1) the repair and refurbishment of a wash-out and a section of track north of NHN's Ossipee location between MP 108.6 to MP 109.3, 2) upgrade of two grade crossings, Mill Number 1 MP 73 and Acton Ridge Road MP 101.5, and 3) the rehabilitation of track structure in key areas from MP 70.1 to MP 108.1.

##### **Task 1: Development of Detailed Work Plan & Project Management Plan**

The Grantee will complete and submit the following requirements to FRA:

###### **Task 1a: Detailed Work Plan**

The objective of a Detailed Work Plan is to provide details on tasks and subtasks identified in the Statement of Work. Specifically the Detailed Work Plan describes, in detail, the steps to be taken to implement the Project and provides an updated budget and schedule to match the scope of work to be completed. As the Project progresses the initial Detailed Work Plan should also be updated as new and more accurate data related to budget, schedule, financing, and carload estimates become available. The Detailed Work Plan shall include the following information:

- Overview
  - The location of the Project, including geographical and physical boundaries (e.g. mileposts and names of municipalities,), include a map of the project area keeping the scale of the map appropriate for the nature of the Project.
- Environmental Determination
  - Identify the appropriate environmental document (e.g. Categorical Exclusion, Environmental Assessment/FONSI, or Environmental Impact Statement) covering the scope of this Project and the date it was approved by the FRA.
- Description of Work
  - Any public or agency sentiments about the Project, including issues or concerns and the public outreach or involvement conducted and planned for the Project.
  - Describe in detail the activities to complete tasks for the Project, identify key milestones or other checkpoints to be used to monitor progress.



## Attachment 2

- Identify work products and deliverables for the Project and the roles and responsibilities of partners/stakeholders in executing, reviewing and approving them.
- Summarize design criteria that will be used by the Project team and how they relate to realizing the Project outcomes (e.g. service outcomes, design speed, and track work).
- Identify agreements and permits required for implementation.
- Schedule
  - Detailed schedule to include timeframes for completing major processes, reaching milestones, and finalizing work products/deliverables within each task.
- Budget
  - Align budget line items to FRA's Standard Cost Categories.

### **Task 1b: Project Management Plan**

The Grantee shall develop a Project Management Plan (PMP). A PMP is the Grantee's overarching Project implementation plan that spans the entire period of the Project. It should describe a Grantee's approved policies, practices, and procedures related to the management, design, and construction of the Transportation Investment Generating Economic Recovery (TIGER) Discretionary Grant. As the Project progresses an initial PMP should also be updated as new and improved procedures are implemented. A PMP should include the following sections:

- A description of the scope of work for the Project;
- Adequate staff organization with well-defined reporting relationships, statements of functional responsibilities, job descriptions, and job qualifications;
- Organizational structures, management skills, and staffing levels required throughout the Project;
- A document control procedure and recordkeeping system;
- Procedures for monitoring and controlling Project costs, schedule, and scope to ensure they don't exceed or deviate from the requirements;

## Attachment 2

- Risk management plan identifying potential risks and methods to manage those risks as well as describing procedures for monitoring, identifying and managing future risks as they arise;
- A change order procedure that includes a documented, systematic approach to handling Project scope, budget and scheduling changes;
- Quality control and quality assurance functions, programs and responsibilities for the Project;
- A documented system health and safety plan for the entire Project lifecycle;
- If applicable, description of required safety certifications and processes;
- Identification of required stakeholder agreements, right of way agreements, and other critical third party agreements and the process for obtaining those agreements;
- Required government actions or approvals;
- Material testing policies and procedures, if applicable to the project;
- Internal plan implementation, communications and reporting requirements;
- Criteria and procedures to be used for testing the operational system or its major components

### **Task 2: Engineering Design**

The Grantee will complete and submit the following Preliminary Engineering requirements to FRA for approval:

#### **Preliminary Engineering Design**

- The Grantee will provide scale maps or scale aerial photography of existing conditions at a scale of one inch = 100 to 500 feet depending on complexity of location. Since the Project is primarily oriented towards track rehabilitation, the FRA may determine that a sufficiently annotated set of track charts will be sufficient for adequately defining the work limits for the Project elements instead of scaled drawings. For supplementary alterations, the track charts may require additional details including scaled drawings of minor reconfigurations and enhancements.
- If the determination is made by the FRA that scale design plans are needed for the Project improvements, the Grantee will prepare scale drawings overlaid on

## Attachment 2

maps/photography showing existing right-of-way limits along with railroad ownership; proposed track changes including removals and installations; track centers, track speeds, turnout sizes curve and spiral data; vertical profiles and grades of existing and proposed construction; typical cross sections to scale showing the proposed work to existing conditions for each change in track configuration and at other locations requiring retaining walls or right-of-way acquisitions; public and private at-grade crossings; passenger stations, building(s), platforms, parking, access to primary highway system in the area, and public transit services and facilities.

- For complex or dense track configurations, the Grantee will prepare drawings of existing and proposed signal design; and the drawings will include route and aspect charts, preliminary block design, and signal equipment locations.
- Design submittals should include a title sheet identified with a drawing revision number or date; an index identifying various plan sheets comprising the drawing set; a legend of symbols or abbreviations.
- The Grantee will obtain signature approval of the preliminary engineering cover sheet by all stakeholders impacted by the proposed track configuration.
- The Grantee will provide an updated budget upon completion of preliminary engineering, including the unit costs for each task below, the professional services broken out by discipline (e.g. design and project administration), and the project contingency.

### **Final Design**

- Upon FRA approval of the Preliminary Engineering Design, the grantee will advance the Preliminary Engineering into Final Design. Upon completion of Final Design, the Final Design plans will be submitted to FRA for acceptance.
- The Grantee will provide an updated budget upon completion of Final Design, including the unit costs for each task below, the professional services broken out by discipline (e.g. design and project administration), and the project contingency.

### **Task 3: Track and Wash-out Repair in Ossipee**

This project will refurbish the seven-tenths (0.7) of a mile of rail north of the NHN engine house in Ossipee. The repaired rail line will provide a connection to potential customers and other rail lines owned by the State of New Hampshire, including the Conway Branch, which runs to Conway, NH. The work from MP 108.6 to MP 109.3 will include replacement of a culvert, placement and compaction of fill that rebuilds

## Attachment 2

the embankment to restore the track alignment, ballast and crosstie placement, and reinstallation of existing rail. Design of drainage will include calculation of flows and sizing of the opening to meet the 100 year storm event. This portion of the rail line was purchased from the Boston and Maine Railroad in 1987, and has been unused since a washout occurred in 1993.

### **Task 4: Two Grade Crossing Renovations**

Rehabilitation of these two grade crossings is critical to the continued safe efficient operation of the railroad. The crossings are located in Somersworth at Mill Number 1, and in Wakefield at Acton Ridge Road.

#### **Task 4 A) Mill Number 1, Somersworth**

This private at-grade crossing extending from Canal Street to the former Roberts Shoe Mill (factory) needs to be signalized with flashing lights. New residential and commercial developments in the old Mill Building adjacent to the crossing have necessitated the upgrade of this grade crossing. The upgrade will consist of the installation of 2 masts, new 12" LED flashing lights, bells, a control cabinet, and track components for the signal interface.

#### **Task 4 B) Acton Ridge Road, Wakefield**

This grade crossing must be upgraded to allow the safe passage of trains and to remove speed restrictions. The rail through the grade crossing needs to be vertically realigned to allow the safe movement of trains through the crossing. This will be accomplished by elevating the rail, re-grading and repaving the easterly approach of the road and the replacement of existing lights with 12" LED flashing lights.

### **Task 5: Track Refurbishment MP 70.1 to MP 108.1**

The condition of the ties, surface and ballast has limited the freight operations of the NHN. This Project will replace 10,802 ties, add approximately 5,580 tons of ballast, and surface the line from MP 70.1 to MP 108.1, which will bring the track to a state of good repair allowing the railroad to maintain present FRA track class standards and provide the capability of the track to handle heavier rail cars (up to 286,000 lbs.), which is the industry standard. This will improve capacity on the line and allow the railroad to better serve existing customers and attract new business. In addition, this effort will remove and replace 4,875 linear feet of radius (curved) rail between MP 70.1 - 70.03 and MP 100.6 - 100.9.

**Task 6: Historical Documentation of the Rail Line**

As a condition of the No Adverse Effect finding that was issued by the New Hampshire Department of Historical Resources (NHDHR), NHN agreed to provide the following documentation to NHDHR.

**Task 6 A) Completion of an Individual Inventory Form**

NHN will complete and submit to NHDHR an Individual Inventory Form on the stone box culvert in Ossipee, to be left in place and a new concrete box culvert constructed adjacent to the structure.

**Task 6 B) Pictures and Narrative of the Acton Ridge Road Crossing**

Pictures of the Acton Ridge Road Crossing in Wakefield will be provided to NHDHR along with a narrative of the proposed work prior to any construction. Following construction, 'after' pictures will be provided to NHDHR.

**Task 6 C) Pictures and Narrative of the Canal Street Crossing Signals**

Pictures of the Canal Street Crossing signals will be provided to NHDHR prior to any sign replacement, along with representative pictures of the proposed new signs to be installed. Following installation, 'after' pictures will be provided to NHDHR.

**5.0 PROJECT PERIOD OF PERFORMANCE**

The period of performance for the above work shall be 15 months, beginning August 8, 2014 and ending October 31, 2015. An approved Project schedule is on file with the FRA. Any modifications to the approved Project schedule must be approved by FRA in writing before any such change shall take effect.

**6.0 PROJECT BUDGET**

The total estimated cost of the project is \$2,015,000 for which the TIGER 2013 will contribute 69.4789% of the total cost, but no more than \$1,400,000. FRA will consider salvaged rail and materials as program income under 49 C.F.R. 18.25. The salvage value of 4,875 lf of old rail that will be taken up is estimated to be \$15,000. This income is added to the budget as a contingency for any Project cost overrun.

FRA hereby authorizes the incurrence of pre-agreement costs by the Grantee on or after August 30, 2013, in anticipation of the execution of this Grant Agreement, but such costs are allowable only to the extent that they are otherwise allowable under the terms of this Agreement

**6.1 Cost Summary**

Attachment 2

A detailed budget can be found in Attachment 3 of this grant agreement.

**6.2 Funding Sources**

<b>Funding Source</b>	<b>Funding Amount</b>
Federal Contribution: TIGER 2013 Grant	\$1,400,000
Non-Federal Contribution: New Hampshire Northcoast Railroad (includes Program Income)	\$465,000
Non-Federal Contribution: New Hampshire Department of Transportation	\$150,000
<b>Project Total</b>	<b>\$2,015,000</b>

**7.0 DELIVERABLES**

The following table lists the deliverables and due dates required from the Grantee as part of this agreement

<b>Task</b>	<b>Deliverable</b>	<b>Due Date</b>
Attachment 1 Sect. 10.a	Pre-Project Performance Measurement Report	According to schedule from Attachment 4
Attachment 1 Sect. 10.c	Annual Budget Review and Program Plan	Within 60 days of the end of each Agreement Year
Task 1	Detailed Work Plan	Within 60 days of Agreement date
Task 1	Project Management Plan	Within 90 days of Agreement date
Task 2	Preliminary Engineering	Within 6 months of Agreement date
Task 2	Final Design	Within 12 months of Agreement date
Task 6	Section 106 Documentation A. Individual Inventory Form for Culvert Replacement B. Pictures and Narrative of the Acton Ridge Road Crossing C. Pictures and Narrative of the Canal Street Crossing Signals	November 30, 2014
Task 5	Final Performance Report	October 1, 2015

**8.0 ENVIRONMENTAL DETERMINATION**

A Categorical Exclusion (CE) for the project was signed by FRA on May 5, 2014 and a subsequent NEPA Re-Evaluation Form was signed by FRA on July 3, 2014.

**9.0 PROJECT COORDINATION**

The Grantee shall perform all tasks required for the project through a coordinated process; including as appropriate all railroad owners, operators, and funding partners within the project area. Under the cooperative agreement, FRA will participate in the Project, as described in this statement of work.

Type	Organization Name	Role/Involvement
Funding	Federal Railroad Administration	<ul style="list-style-type: none"> <li>• \$1,400,000 of TIGER 2013 funding</li> </ul>
Various	New Hampshire Northcoast Corporation	<ul style="list-style-type: none"> <li>• Non-Federal Funding</li> <li>• Rail Line Operator</li> </ul>
Various	New Hampshire Department of Transportation	<ul style="list-style-type: none"> <li>• Non-Federal Funding</li> <li>• Project Oversight</li> </ul>

**10.0 PROJECT MANAGEMENT**

The New Hampshire Department of Transportation will enter into a contract with NH Northcoast that will require the approval of the NH Governor and Executive Council. The agreement between NHDOT and NHN will include all required FRA clauses and deliverables. NHDOT will assign a contract officer (NHDOT Railroad Planner) that will enforce the contract and work with NHN's assigned operations/project manager.

NH Northcoast will manage the Project. Some functions and work, including some construction activities will be done through force account work by NHN, whereas other activities will be completed by contractors and/or consultants selected through a solicitation process.

NH Northcoast will submit invoices and required reports and deliverables to NHDOT's contract officer. NHDOT's contract officer will, in turn, submit all required reports and updates to FRA. NHDOT will also be responsible for requesting reimbursements through eInvoicing.

Attachment 3

**PROJECT COST AND BUDGET**

The total estimated cost of the Project is \$2,015,000 for which the TIGER 2013 will contribute 69.5% of the total cost, but no more than \$1,400,000. There is program income expected from the salvage value of 4,875 lf of old rail that will be taken up. The grantee estimates this income to be \$15,000. This income is added to the budget as a contingency for any Project cost overrun.

**Cost Summary by FRA Standard Cost Category (SCC) and Task**

SCC Category	Task	Work Scope Items	Cost Estimate
10		Track and Track Structures	
10.04	3	Track Structure: Culverts and drainage structures	\$ 44,875
10.11	5	Track Rehabilitation: Ballast and surfacing	\$ 221,820
10.13	3 & 5	Track Rehabilitation: Component replacement (rail, ties)	\$ 1,274,305
		<b>Subtotal Track and Track Structures Cost</b>	<b>\$ 1,541,000</b>
40		Sitework	
40.01	3	Demolition, clearing, site preparation	\$ 306,000
50		Communications & Signaling	
50.06	4	Grade Crossing Protection (Signals)	\$ 124,000
		<b>Subtotal Construction Cost</b>	<b>\$ 1,971,000</b>
80	1, 2, and 6	Professional Services	\$ 29,000
90		Contingency	\$ 15,000
<b>Total TIGER Project Cost Estimate</b>			<b>\$ 2,015,000</b>

**Funding Sources**

Funding Source	Funding Amount
Federal Contribution: TIGER 2013 Grant	\$1,400,000
Non-Federal Contribution: New Hampshire Northcoast Railroad (includes Program Income)	\$465,000
Non-Federal Contribution: New Hampshire Department of Transportation	\$150,000
<b>Project Total</b>	<b>\$2,015,000</b>



Attachment 4

Performance Measurement Table

Measure	Description of Measure	Measurement Period	Reporting Period
<b>FRA Level of Service</b>	This performance measure will report the FRA class of track this section of rail is restored and maintained to.	<b>Pre-Project (Baseline) Measurement:</b> Accurate as of 6/1/14	<b>Pre-Project (Baseline) Measurement:</b> Submitted by 9/1/14
		<b>Interim Performance Measurement:</b> Accurate as October 31, annually, beginning after project completion	<b>Interim Performance Measurement:</b> December 31 annually, for a period of 3 years beginning December 31, 2016
<b>Track Miles with 286,000 Railcar Capacity Rating</b>	This measure will show the increase in the number of track miles on the line that are able to accommodate 286,000 lb. rail cars as a result of the Project.	<b>Pre-Project (Baseline) Measurement:</b> Accurate as of 6/1/14	<b>Pre-Project (Baseline) Measurement:</b> Submitted by 9/1/14
		<b>Interim Performance Measurement:</b> Accurate as October 31, annually, beginning after project completion.	<b>Interim Performance Measurement:</b> December 31 annually, for a period of 3 years beginning December 31, 2016

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<b>Average Monthly Slow Orders</b>	The number of miles traversed on the rail line below the normal speed limit.	<b>Pre-Project (Baseline) Measurement:</b> Annual average, accurate as of 6/1/14	<b>Pre-Project (Baseline) Measurement:</b> Submitted by 9/1/14
		<b>Interim Performance Measurement:</b> Accurate as October 31, annually, beginning after project completion	<b>Interim Performance Measurement:</b> December 31 annually, for a period of 3 years beginning December 31, 2016
<b>Annual Vehicle Crashes by Type and Severity</b>	The annual number and categorization of crashes on a specific road or highway segment differentiated by severity, i.e., fatal, injury, and property-damage-only (PDO) crashes.	<b>Pre-Project (Baseline) Measurement:</b> Annual average, accurate as of 6/1/14	<b>Pre-Project (Baseline) Measurement:</b> Submitted by 9/1/14
		<b>Interim Performance Measurement:</b> Accurate as October 31, annually, beginning after project completion	<b>Interim Performance Measurement:</b> December 31 annually, for a period of 3 years beginning December 31, 2016
<b>Annual Non-Vehicle (Bike and Pedestrian) Crashes by Type and Severity</b>	The annual number and categorization of non-vehicle crashes will be measured and identified by the following severity categories: fatal, injury, and property-damage-only (PDO) crashes	<b>Pre-Project (Baseline) Measurement:</b> Annual average, accurate as of 6/1/14	<b>Pre-Project (Baseline) Measurement:</b> Submitted by 9/1/14
		<b>Interim Performance Measurement:</b> Accurate as October 31, annually, beginning after project completion	<b>Interim Performance Measurement:</b> December 31 annually, for a period of 3 years beginning December 31, 2016

**TIGER 2013 GRANT**  
**ASSURANCES AND CERTIFICATIONS**

**ASSURANCE CONCERNING NONDISCRIMINATION IN FEDERALLY-  
ASSISTED PROGRAMS AND ACTIVITIES RECEIVING OR  
BENEFITING FROM FEDERAL FINANCIAL ASSISTANCE**

During the performance of this Grant/Cooperative Agreement, the Grantee, for itself, its assignees, and successors in interest agrees to comply with the following non-discrimination statutes and authorities (as applicable to this grant); including but not limited to:

**Potentially Pertinent Non-Discrimination Authorities:**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;

Attachment 5

- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

**DISCLOSURE OF LOBBYING ACTIVITIES**

By signing and submitting the Technical Application and by entering into the Agreement under the TIGER 2013 Discretionary Grant program, the Grantee hereby agrees that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any grant agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or grant agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or grant agreement, the undersigned shall complete and submit Standard Form-LLL (Rev. 7-97), "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and grant agreements) and that all subgrantees shall certify and disclose accordingly.
4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**CERTIFICATION REGARDING DRUG-FREE WORKPLACE  
REQUIREMENTS IN THE PERFORMANCE OF THE TIGER III  
DISCRETIONARY GRANT PROGRAM**

The Grantee certifies that it will, or will continue, to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the Grantee's

## Attachment 5

workplace, and specifying the actions that will be taken against employees for violation of such prohibition.

2. Establishing an ongoing drug-free awareness program to inform employees about:
  - (a) The dangers of drug abuse in the workplace;
  - (b) The Grantee's policy of maintaining a drug-free workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and,
  - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of work supported by the grant award be given a copy of the statement required by paragraph 1.
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment supported by the grant award, the employee will:
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
5. Notifying the agency in writing, within ten calendar days after receiving notice from an employee or otherwise receiving actual notice of conviction. Employers of convicted employees must provide notice, including position title, to the Department. Notice shall include the order number of the grant award.
6. Taking one of the following actions, within 30 days of receiving notice under paragraph 4(b), with respect to any employee who is so convicted:
  - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended, or
  - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency.
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of the commitments made in this certification.
8. The Grantee may, but is not required to, provide the site for the performance of work done in connection with the specific grant. For the provision of services pursuant to the Agreement, workplaces include outstations, maintenance sites, headquarters office locations, training sites and any other worksites where work is performed that is supported by the grant award.

### **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS -- PRIMARY COVERED TRANSACTIONS**

**2 C.F.R. Part 1200, 49 C.F.R. Part 32**

## Attachment 5

By signing and submitting the Technical Application and by entering into the Agreement under the TIGER 2013 Discretionary Grant program, the Grantee is providing the assurance and certification set out below.

1. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
2. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
3. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. See Nonprocurement Suspension and Debarment (2 C.F.R. Part 1200) and Government wide Requirements for Drug-Free Workplace Grants (49 C.F.R. Part 32). The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 C.F.R. part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
5. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 C.F.R. part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.

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7. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

8. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 C.F.R. part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

### Certification Regarding Debarment, Suspension, and Other Responsibility Matters -- Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

### Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions

By signing and submitting the Technical Application and by entering into the Agreement under the TIGER 2013 Discretionary Grant program, the Grantee is providing the assurance and certification set out below.

1. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

2. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that

## Attachment 5

its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
4. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 C.F.R. part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
5. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 C.F.R. part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
7. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
8. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 C.F.R. part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

### Certification Regarding Debarment, Suspension, Ineligibility an Voluntary Exclusion -- Lower Tier Covered Transactions

By signing and submitting the Technical Application and by entering into the Agreement under the TIGER 2013 Discretionary Grant program, the Grantee is providing the assurance and certification set out below.

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.



## Attachment 5

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

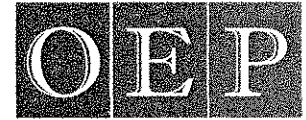


MARGARET WOOD HASSAN  
GOVERNOR

STATE OF NEW HAMPSHIRE

OFFICE OF ENERGY AND PLANNING

107 Pleasant Street, Johnson Hall  
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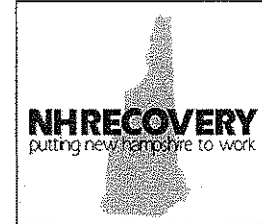


www.nh.gov/oep

September 4, 2014

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

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



**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to amend Fiscal Item #14-048 approved by the Joint Legislative Fiscal Committee on April 25, 2014 and Governor and Council on May 8, 2014, Item #5, by reallocating American Recovery and Reinvestment Act-Retrofit Ramp-Up Program funding (ARRA RRRU) between expenditure classes in the amount of \$42,331.96, effective upon Joint Fiscal Committee and Governor and Council. 100% Federal ARRA Funds.

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

01-02-02-029910-09240000 FY 2015 ARRA Retrofit Ramp-Up				
Source of Funds	Description	Current Appropriation w/FY14 Balance Forward	Incr/(Decr)	Modified Budget
000-407995	Federal Funds	117,831.57	0.00	117,831.57
Totals		117,831.57	0.00	117,831.57

Class-Accounts	Description	Current Appropriation w/FY14 Balance Forward	Incr/(Decr)	Modified Budget
016-500141	Personal Serv.-Non-Classified	19,939.29	(5,980.73)	13,958.56
020-500236	Current Expenses	3,005.96	(2,173.21)	832.75
022-500248	Rent & Leases-Other Than State	957.81	(281.46)	676.35
030-500310	Equipment and Replacement	0.05	(0.05)	0.00

040-500800	Indirect Costs	22,946.39	(22,946.39)	0.00
041-500801	Audit Fund Set Aside	114.64	(2.16)	112.48
042-500620	Additional Fringe Benefits	10,403.84	(10,026.61)	377.23
048-500293	Contractual Maint Build-Grounds	0.00	0.00	0.00
049-500420	Transfers to Other State Agencies	15.76	(11.26)	4.50
060-500601	Benefits	5,533.32	1,482.81	7,016.13
070-500704	In-State Travel Reimbursement	160.90	(140.90)	20.00
072-500573	Grants Federal	0.36	(0.36)	0.00
080-500712	Out-of-State Travel Reimb	768.83	(768.83)	0.00
102-500731	Contracts for Program Services	53,984.42	40,849.15	94,833.57
Totals		117,831.57	0.00	117,831.57

### EXPLANATION

This contract was originally approved by the Joint Legislative Fiscal Committee (Fiscal Committee) on June 17, 2010, Item #10-203 and approved by Governor and Council on June 23, 2010, Item #17A. It was amended by the Fiscal Committee, Item #10-280(1) on September 21, 2010 and Governor and Council, Item #6 on October 6, 2010; a 2<sup>nd</sup> amendment was approved by Fiscal Committee, Item #13-051 on March 8, 2013 and Governor and Council, Item #3 on March 20, 2013; a 3<sup>rd</sup> amendment was approved by the Fiscal Committee, Item #13-100 on April 19, 2013 and Governor and Council, Item #4 on May 1, 2013; and a 4<sup>th</sup> amendment was approved by the Fiscal Committee, Item #14-048 on April 25, 2014 and Governor and Council, Item #5 on May 8, 2014.

American Recovery and Reinvestment Act-Retrofit Ramp-Up Program (ARRA RRRU) provides funding for energy efficiency retrofits for commercial and residential buildings statewide through a combination of grants, rebates and low-interest loans. The program has helped to fund projects that reduced energy usage by a minimum of 15% in over 60 commercial buildings and over 800 residential buildings through retrofits, saving building owners over \$1,100,000.00 annually. Additional projects will be funded and energy savings realized as loan funds revolve and are lent to new participants.

The US Department of Energy approved an extension of the ARRA RRRU grant to November 1, 2014 to allow for full use of available funds and to provide sufficient time to explore the development of a sustainable revolving financing program at the end of the grant period. OEP has determined its required administrative costs and seeks to utilize the remaining unspent funds to support the revolving loan fund.


Funds are requested for the following purpose:

Class 016 – Personal Serv – Non-Classified	Funding is available as projected salary expenses are less than the budgeted amount
Class 020 – Current Expenses	Funding is available as projected current expenses are less than the budgeted amount
Class 022 – Rent & Leases-Other Than State	Funding is available as projected rent expenses are less than the budgeted amount

Class 030 – Equipment and Replacement	Transfer is requested to close out expense class line; equipment and replacement
Class 040 – Indirect Costs	Funding is available as indirect cost program expense obligations have been met in prior fiscal years
Class 041 - Audit Fund Set Aside	Funding is available as projected audit fund set aside expenses are less than the budgeted amount
Class 042 – Additional Fringe Benefits	Funding is available as projected additional fringe benefits expenses are less than the budgeted amount
Class 049 – Transfer to Other State Agencies	Funding is available as projected transfers to other state agencies are less than the budgeted amount
Class 060 – Benefits	Funding is needed to cover current employee benefit expenses
Class 070 – In State Travel	Funding is available as projected in state travel expenses are less than the budgeted amount
Class 072 – Grants Federal	Transfer is requested to close out expense class line; grants federal
Class 080 – Out of State Travel	Funding is available as projected out of state travel expenses are less than the budgeted amount
Class 102 – Contracts for Program Services	To fund additional work supported through the revolving loan fund

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

Respectfully submitted,



Meredith A. Hatfield  
Director

MAH/kc

Enclosure

Fiscal 09/26/14  
G&C 10/15/14



MARGARET WOOD HASSAN  
GOVERNOR

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Approval by the Governor  
and Council on 05-08-14  
Agenda Item 5

April 1, 2014

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

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



**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to **RETROACTIVELY** amend Fiscal Item #13-10<sup>6</sup> approved by the Legislative Fiscal Committee on April 19, 2013 and Governor and Council on May 1, 2013, Item #4, by reallocating American Recovery and Reinvestment Act-Retrofit Ramp-Up Program funding (ARRA RRRU) between expenditure classes in the amount of \$34,204.21, and to extend the completion date from September 30, 2013 to November 1, 2014, effective upon Joint Fiscal Committee and Governor and Council. 100% Federal ARRA Funds.

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

01-02-02-029910-09240000 FY 2014 ARRA Retrofit Ramp-Up				
Source of Funds	Description	Current Appropriation w/FY13 Balance Forward	Incr/(Decr)	Modified Budget
000-407995	Federal Funds	2,254,664.44	0.00	2,254,664.44
Totals		2,254,664.44	0.00	2,254,664.44

Class-Accounts	Description	Current Appropriation w/FY13 Balance Forward	Incr/(Decr)	Modified Budget
016-500141	Personal Serv.-Non-Classified	45,013.75	2,000.00	47,013.75
020-500236	Current Expenses	32.61	3,500.00	3,532.61
022-500248	Rent & Leases-Other Than State	944.21	1,500.00	2,444.21

030-500310	Equipment and Replacement	5.05	-5.05	0.00
040-500800	Indirect Costs	22,946.39		22,946.39
041-500801	Audit Fund Set Aside	2,264.60		2,264.60
042-500620	Additional Fringe Benefits	11,018.15		11,018.15
048-500293	Contractual Maint Build-Grounds	300.00	-300.00	0.00
049-500420	Transfers to Other State Agencies	39.52		39.52
060-500601	Benefits	31,550.60	-11,000.00	20,550.60
070-500704	In-State Travel Reimbursement	346.68		346.68
072-500573	Grants Federal	272,600.36	-22,899.36	249,701.00
080-500712	Out-of-State Travel Reimb	1,094.92		1,094.92
102-500731	Contracts for Program Services	1,866,507.60	27,204.41	1,893,712.01
Totals		2,254,664.44	0.00	2,254,664.44

### EXPLANATION

This request is **RETROACTIVE** due to an administrative oversight; the request to extend the completion date was inadvertently overlooked.

This contract was originally approved by the Legislative Fiscal Committee on June 17, 2010, Fiscal Item #10-203 and approved by Governor and Council on June 23, 2010, Item #17A, amended by the Legislative Fiscal Committee, Fiscal Item #10-280(1) on September 21, 2010 and Governor and Council, Item #6 on October 6, 2010; 2<sup>nd</sup> amendment was approved by Legislative Fiscal Committee, Fiscal Item #13-051 on March 8, 2013 and Governor and Council, Item #3 on March 20, 2013; 3<sup>rd</sup> amendment was approved by Legislative Fiscal Committee, Fiscal Item #13-100 on April 19, 2013 and Governor and Council, Item #4 on May 1, 2013.

ARRA RRRU provides energy efficiency retrofits for commercial and residential buildings statewide through a combination of grants, rebates and low-interest loans. The program has already completed projects which reduce energy usage by a minimum of 15% in over 60 commercial buildings and over 800 residential buildings through retrofits, saving building owners over \$1,100,000.00 annually.

The US Department of Energy has approved the extension of the ARRA RRRU grant to allow for full use of available funds and to provide sufficient time to further develop a sustainable financing program model and to prepare for this program's transition to a revolving loan fund at grants end.

Funds are requested for the following purpose:

Class 016 – Personal Serv – Non-Classified	Funding is needed to cover expenses for current employees through the extended period
Class 020 – Current Expenses	Funding is needed to cover expenses through the extended period
Class 022 – Rent & Leases-Other Than State	Funding is needed to cover expenses through the extended period

Class 030 – Equipment and Replacement

Funding is available as projected equipment expenses are less than the budgeted amount

Class 048 – Contractual Maint Build-Grounds

Funding is available as projected janitorial service expenses are not needed

Class 060 – Benefits

Funding is available as projected benefit expenses are less than the budgeted amount

Class 072 – Grants Federal

Contract funding will be reallocated to Class 102

Class 102 – Contracts for Program Services

To fund additional work necessary to manage the program

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

Respectfully submitted,



Meredith A. Hatfield  
Director

MAH/BS

Enclosure

**ASSISTANCE AGREEMENT**

1. Award No. DE-EE0003576		2. Modification No. 0003	3. Effective Date 06/01/2010	4. CFDA No. 81.128
5. Awarded To EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: WENDY Gilman 107 PLEASANT ST JOHNSON HALL CONCORD NH 033018518		6. Sponsoring Office Energy Efficcy & Renewable Energy		7. Period of Performance 06/01/2010 through 11/01/2014
8. Type of Agreement <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other	9. Authority PL 110-140, EISA 2007 PL 111-5, Recovery Act 2009		10. Purchase Request or Funding Document No. 13EE003532	
11. Remittance Address EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: WENDY Gilman 107 PLEASANT ST JOHNSON HALL CONCORD NH 033018518		12. Total Amount Govt. Share: \$10,000,000.00  Cost Share : \$0.00  Total : \$10,000,000.00		13. Funds Obligated This action: \$0.00  Total : \$10,000,000.00
14. Principal Investigator Ben Cramton Phone: 603-271-8341	15. Program Manager Stephen V. Dunn Phone: 720-356-1527		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 OR for Golden U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 4517 Oak Ridge TN 37831		19. Submit Reports To See Attachment #3
20. Accounting and Appropriation Data See Schedule				
Research Title and/or Description of Project RECOVERY ACT: EECBG- NEW HAMPSHIRE BEACON COMMUNITY PROJECT				
For the Recipient			For the United States of America	
22. Signature of Person Authorized to Sign			25. Signature of Grants/Agreements Officer	
23. Name and Title		24. Date Signed	26. Name of Officer Nicole L. Blackstone	27. Date Signed 08/23/2013

Working Copy



CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
DE-EE0003576/0003

PAGE OF  
2 | 2

NAME 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 Period of Performance, as shown in Block 7; and</p> <p>2) Update the DOE Project Officer's phone number, as shown below.</p> <p>All other terms and conditions remain unchanged.</p> <p>DOE Award Administrator: Debbie Reynolds E-mail: debbie.reynolds@go.doe.gov Phone: 720-356-1764</p> <p>DOE Project Officer: Steve Dunn E-mail: steve.dunn@go.doe.gov Phone: 720-356-1527</p> <p>Recipient Business Officer: Susan Thorne E-mail: susan.thorne@nh.gov Phone: 603-271-1715</p> <p>Recipient Principal Investigator: Karen Cramton E-mail: karen.cramton@nh.gov Phone: 603-271-8341</p> <p>Electronic signature or signatures as used in this document means a method of signing an electronic message that--</p> <p>(A) Identifies and authenticates a particular person as the source of the electronic message;</p> <p>(B) Indicates such person's approval of the information contained in the electronic message; and,</p> <p>(C) Submission via FedConnect constitutes electronically signed documents.</p> <p>ASAP: Yes Extent Competed: NOT AVAIL FOR COMP Davis-Bacon Act: YES</p>				



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

TB FIS 13 1004



www.nh.gov/oep  
FIS APPROVED 4/19/13  
FIS - 100

March 26, 2013



ARRA  
FUNDS

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

*Dattis* 4/19/13  
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 5/1/13  
Agenda Item 4

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to amend Fiscal Item #13-051 approved by the Legislative Fiscal Committee on March 08, 2013 and Governor and Council on March 20, 2013 Item #3, by reallocating American Recovery and Reinvestment Act-Retrofit Ramp-Up Program funding (ARRA RRRU) between expenditure classes in the amount of \$45,000.00, effective upon Joint Fiscal Committee and Governor and Council approval through September 30, 2013. 100% Federal ARRA 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:

01-02-02-029910-09240000 FY 2013 ARRA Retrofit Ramp-Up				
Source of Funds	Description	Current Appropriation w/FY12 Balance Forward and Transfers	Incr/(Decr)	Modified Budget
000-407995	Federal Funds	7,656,974.82	0.00	7,656,974.82
Totals		7,656,974.82	0.00	7,656,974.82

Class-Accounts	Description	Current Appropriation w/FY12 Balance Forward and Transfers	Incr/(Decr)	Modified Budget
016-500141	Personal Serv.-Non-Classified	67,438.22	31,000.00	98,438.22
020-500236	Current Expenses	5,334.73	-1,500.00	3,834.73
022-500248	Rent & Leases-Other Than State	2,028.79		2,028.79
030-500310	Equipment and Replacement	5.05		5.05
040-500800	Indirect Costs	85,570.69		85,570.69
041-500801	Audit Fund Set Aside	7,633.07		7,633.07
042-500620	Additional Fringe Benefits	12,766.11		12,766.11
048-500293	Contractual Maint Build-Grounds	300.00		300.00
049-500420	Transfers to Other State Agencies	84.27		84.27
060-500601	Benefits	41,443.33	14,000.00	55,443.33
070-500704	In-State Travel Reimbursement	426.93		426.93
072-500573	Grants Federal	397,875.00		397,875.00
080-500712	Out-of-State Travel Reimb	3,322.72		3,322.72
102-500731	Contracts for Program Services	7,032,745.91	-43,500.00	6,989,245.91
<b>Totals</b>		<b>7,656,974.82</b>	<b>0.00</b>	<b>7,656,974.82</b>

### EXPLANATION

ARRA RRRU provides energy efficiency retrofits for commercial and residential buildings statewide through a combination of grants, rebates and low-interest loans. The program is on target to reduce energy usage by 15 to 30% in over 900 buildings through retrofits saving building owners over \$500,000.00 annually.

This contract was originally approved by the Legislative Fiscal Committee on June 17, 2010, Fiscal Item #10-203 and approved by Governor and Council on June 23, 2010 Item #17A and later amended by the Legislative Fiscal Committee, Fiscal Item #10-280(1) on September 21, 2010 and Governor and Council, Item #6 on October 6, 2010.

The contract was amended by Legislative Fiscal Committee, Fiscal Item #13-051 on March 08, 2013 and Governor and Council on March 20, 2013, Item #3.

The US Department of Energy (DOE) requires OEP to monitor grant sub-recipients prior to the end of the grant period. This current request for reallocation of funds will provide OEP with the necessary funds to manage the grant and complete all monitoring requirements.

Fund transfers are requested for the following purpose:

Class 016 - Personal Services Non Class

Funding is needed for existing staff to continue to manage the grant and meet federal monitoring requirements

Class 020 - Current Expenses

Funding is available as projected current expenses are less than budgeted amount

Class 060 - Benefits

Funding is needed for existing staff to continue to manage the grant and meet federal monitoring requirements

Class 102 - Contracts for Program Services

Funding is available as projected contractual expenses are less than budgeted amount

Respectfully Submitted,



Meredith A. Hatfield  
Director

MAH/SDT/bss  
Enclosure

Fiscal 04/19/13  
G&C 05/1/13



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



February 13, 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

Approval by the Governor  
and Council on 3/20/13  
Agenda Item 3  
Fiscal Approved 03/08/13 FIS 13-05φ

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to amend Fiscal Item #10-280(1) approved by the Legislative Fiscal Committee on September 21, 2010 and Governor and Council on October 6, 2010, Item #6(1), by reallocating American Recovery and Reinvestment Act-Retrofit Ramp-Up Program funding (ARRA RRRU) between expenditure classes in the amount of \$136,200.00, and to extend the completion date from May 31, 2013 to September 30, 2013, effective upon Joint Fiscal Committee and Governor and Council approval through September 30, 2013. 100% Federal ARRA 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:

01-02-02-029910-09240000 FY 2013 ARRA Retrofit Ramp-Up				
Source of Funds	Description	Current Appropriation w/FY12 Balance Forward	Incr/(Decr)	Modified Budget
000-407995	Federal Funds	7,656,974.82	0.00	7,656,974.82
Totals		7,656,974.82	0.00	7,656,974.82

Class-Accounts	Description	Current Appropriation w/FY12 Balance Forward	Incr/(Decr)	Modified Budget
016-500141	Personal Serv.-Non-Classified	67,438.22		67,438.22

020-500236	Current Expenses	70,334.73	-65,000.00	5,334.73
022-500248	Rent & Leases-Other Than State	4,028.79	-2,000.00	2,028.79
030-500310	Equipment and Replacement	1,005.05	-1,000.00	5.05
040-500800	Indirect Costs	85,570.69		85,570.69
041-500801	Audit Fund Set Aside	7,633.07		7,633.07
042-500620	Additional Fringe Benefits	12,766.11		12,766.11
048-500293	Contractual Maint Build-Grounds	300.00		300.00
049-500420	Transfers to Other State Agencies	84.27		84.27
060-500601	Benefits	101,443.33	-60,000.00	41,443.33
070-500704	In-State Travel Reimbursement	8,126.93	-7,700.00	426.93
072-500573	Grants Federal	397,875.00		397,875.00
080-500712	Out-of-State Travel Reimb	3,822.72	-500.00	3,322.72
102-500731	Contracts for Program Services	6,896,545.91	136,200.00	7,032,745.91
Totals		7,656,974.82	0.00	7,656,974.82

### EXPLANATION

ARRA RRRU provides energy efficiency retrofits for commercial and residential buildings statewide through a combination of grants, rebates and low-interest loans. The program is on target to reduce energy usage by 15 to 30% in over 900 buildings through retrofits saving building owners over \$500,000.00 annually.

The US Department of Energy (DOE) has approved the extension of the ARRA RRRU grant to allow for full use of available funds and to provide sufficient time for completion of energy efficiency projects under this grant. This extension will also provide time for OEP and its primary sub-grantee, Community Development Finance Authority (CDFA), to prepare for this program's transition to a revolving loan fund at grant's end.

Funds are requested for the following purpose:

Class 020 - Current Expenses	Funding is available as projected current expenses are less than budgeted amount
Class 022 - Rent	Funding is available as projected rent expenses are less than budgeted amount
Class 030 - Equipment and Replacement	Funding is available as projected equipment expenses are less than budgeted amount
Class 060 - Benefits	Funding is available as projected benefit expenses are less than budgeted amount
Class 070 - Out-of-State Travel	Funding is available as projected in-state travel expenses are less than budgeted amount
Class 080 - In-State Travel	Funding is available as projected out-of-state travel expenses are less than budgeted amount
Class 102 - Contracts for Program Services	To fund additional work necessary to manage the program

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

Respectfully Submitted,



Meredith A. Hatfield  
Director

MAH/SDT/bss  
Enclosure

Fiscal 03/08/13  
G&C 03/20/13

**ASSISTANCE AGREEMENT**

Award No. DE-EE0003576		2. Modification No. 002	3. Effective Date 06/01/2010	4. CFDA No. 81.128
5. Awarded To EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: WENDY P. GILMAN 107 PLEASANT STREET JOHNSON HALL CONCORD NH 033013852		5. Sponsoring Office Energy Effcy & Renewable Energy		7. Period of Performance 06/01/2010 through 09/30/2013
8. Type of Agreement <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other	9. Authority PL 110-140, EISA 2007 PL 111-5, Recovery Act 2009		10. Purchase Request or Funding Document No. 13EE001254	
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: \$10,000,000.00  Cost Share : \$0.00  Total : \$10,000,000.00		13. Funds Obligated This action: \$0.00  Total : \$10,000,000.00
14. Principal Investigator Karen Cramton Phone: 603-271-8341	15. Program Manager Stephen V. Dunn Phone: 303-275-4807		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 OR for Golden U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 4517 Oak Ridge TN 37831		19. Submit Reports To See Attachment #3
20. Accounting and Appropriation Data See Schedule				
21. Research Title and/or Description of Project RECOVERY ACT: EECBG- NEW HAMPSHIRE BEACON COMMUNITY PROJECT				
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 Nicole L. Blackstone		27. Date Signed 01/23/2013



CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
DE-EE0003576/002

PAGE OF  
2 2

NAME 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 Period of Performance from 05/31/2013 to 09/30/2013; and</p> <p>2) Update the DOE Project Officer and Recipient contacts as shown below.</p> <p>All other terms and conditions remain unchanged.</p> <p>DOE Award Administrator: Debbie Reynolds E-mail: debbie.reynolds@go.doe.gov Phone: 720-356-1764</p> <p>DOE Project Officer: Steve Dunn E-mail: steve.dunn@go.doe.gov Phone: 720-356-1603</p> <p>Recipient Business Officer: Susan Thorne E-mail: susan.thorne@nh.gov Phone: 603-271-1715</p> <p>Recipient Principal Investigator: Karen Cramton E-mail: karen.cramton@nh.gov Phone: 603-271-8341</p> <p>Electronic signature or signatures as used in this document means a method of signing an electronic message that--</p> <p>(A) Identifies and authenticates a particular person as the source of the electronic message;</p> <p>(B) Indicates such person's approval of the information contained in the electronic message; and,</p> <p>(C) Submission via FedConnect constitutes electronically signed documents.</p> <p>ASAP: Yes Extent Competed: NOT AVAIL FOR COMP Davis-Bacon Act: YES</p>				



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/oepp

F 10-280(1)  
9.21.10

August 31, 2010

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



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

Approval by the Governor  
and Council on 10/6/10

Agenda Item 6  
Amendment to #17A 6/23/10

**REQUESTED ACTION**

1) Pursuant to RSA 14:30-a, VI, OEP respectfully requests authorization to amend Fiscal Item #10-203 approved by the Legislative Fiscal Committee on June 17, 2010 and Governor and Council on June 23, 2010, Item #17A, by reallocating American Recovery and Reinvestment Act (ARRA) funding for the Retrofit Ramp-Up program between expenditure classes in the amount of \$11,277 in FY11 and \$17,256 in FY12, effective upon Joint Fiscal Committee and Governor and Council approval through June 30, 2012. 100% Federal ARRA 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, and contingent upon continued appropriation availability for Fiscal Years 2011 and 2012:

01-02-02-029910-09240000 FY 2011 Retrofit Ramp-Up Program					
Source of Funds					
Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
000-407995	Federal Funds	9,616,302.00	6,401.81	0.00	9,622,703.81
Totals		9,616,302.00	6,401.81	0.00	9,622,703.81
Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
16-500141	Personal Serv.-Non-Classified	50,954.00	3,205.00	5,385.00	59,544.00
20-500236	Current Expenses	31,753.00	341.65	-11,277.00	20,817.65
22-500248	Rents & Leases Other Than State	2,183.00	136.00	272.00	2,591.00
30-500310	Equipment New/Replacement	3,257.00	0.00	284.00	3,541.00

40-500800	Indirect Costs	28,879.00	1,324.30	0.00	30,203.30
41-500801	Audit Fund Set-Aside	9,616.00	5.86	0.00	9,621.86
42-500620	Additional Fringe Benefits	4,301.00	271.00	454.00	5,026.00
48-500293	Contractual Maint-Build&Grounds	95.00	6.00	0.00	101.00
49-500420	Transfers to Other State Agencies	35.00	2.00	0.00	37.00
60-500601	Benefits	35,037.00	1,060.00	4,882.00	40,979.00
70-500704	In-State Travel	2,925.00	50.00	0.00	2,975.00
72-500573	Grants - Federal	936,535.00	0.00	0.00	936,535.00
80-500712	Out-of-State Travel	2,400.00	0.00	0.00	2,400.00
102-500731	Contracts for Program Services	8,508,332.00	0.00	0.00	8,508,332.00
Totals		9,616,302.00	6,401.81	0.00	9,622,703.81

01-02-02-029910-09240000 FY 2012 Retrofit Ramp-Up Program					
Source of Funds					
Class	Description	Current Budget	Unexpended Prior Year Appropriation (N/A)	Incr/(Decr)	Modified Budget
000-407995	Federal Funds	183,721.00	0.00	0.00	183,721.00
Totals		183,721.00	0.00	0.00	183,721.00
Class	Description	Current Budget	Unexpended Prior Year Appropriation (N/A)	Incr/(Decr)	Modified Budget
16-500141	Personal Serv.-Non-Classified	59,234.00	0.00	8,077.00	67,311.00
20-500236	Current Expenses	36,456.00	0.00	-17,256.00	19,200.00
22-500248	Rents & Leases Other Than State	2,249.00	0.00	358.00	2,607.00
30-500310	Equipment New/Replacement	0.00	0.00	0.00	0.00
40-500800	Indirect Costs	33,169.00	0.00	0.00	33,169.00
41-500801	Audit Fund Set-Aside	184.00	0.00	0.00	184.00
42-500620	Additional Fringe Benefits	4,999.00	0.00	922.00	5,921.00
48-500293	Contractual Maint-Build&Grounds	98.00	0.00	0.00	98.00
49-500420	Transfers to Other State Agencies	36.00	0.00	0.00	36.00
60-500601	Benefits	41,857.00	0.00	7,899.00	49,756.00
70-500704	In-State Travel	2,925.00	0.00	0.00	2,925.00
72-500573	Grants - Federal	0.00	0.00	0.00	0.00
80-500712	Out-of-State Travel	2,514.00	0.00	0.00	2,514.00
102-500731	Contracts for Program Services	0.00	0.00	0.00	0.00
Totals		183,721.00	0.00	0.00	183,721.00

2) Pursuant to RSA 14:30-a, VI, OEP respectfully requests authorization to amend Fiscal Item #10-156 approved by the Legislative Fiscal Committee on May 18, 2010 and Governor and Council on May 26, 2010, Item #10A, by reallocating American Recovery and Reinvestment Act (ARRA) funding for the State Energy Programs (SEP)

program between expenditure classes in the amount of \$47,592 in FY11 and \$74,399 in FY12, effective upon Joint Fiscal Committee and Governor and Council approval through June 30, 2012. 100% Federal ARRA 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, and contingent upon continued appropriation availability for Fiscal Years 2011 and 2012:

01-02-02-029910-08500000 FY 2011 State Energy Program					
Source of Funds					
Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
000-403218	Federal Funds	547,940.00	23,763,432.16	0.00	24,311,372.16
Totals		547,940.00	23,763,432.16	0.00	24,311,372.16
Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
16-500141	Personal Serv.-Non-Classified	127,048.00	15,970.51	18,615.00	161,633.51
20-500236	Current Expenses	8,120.00	664.10	0.00	8,784.10
22-500248	Rents & Leases Other Than State	5,430.00	961.03	952.00	7,343.03
30-500310	Equipment New/Replacement	1,000.00	4,273.01	426.00	5,699.01
40-500800	Indirect Costs	68,857.00	67,978.48	8,496.00	145,331.48
41-500801	Audit Fund Set-Aside	548.00	23,702.45	0.00	24,250.45
42-500620	Additional Fringe Benefits	11,811.00	4,903.24	1,571.00	18,285.24
48-500293	Contractual Maint-Build&Grounds	351.00	350.00	0.00	701.00
49-500420	Transfers to Other State Agencies	84.00	2.88	0.00	86.88
50-500109	Personnel - Temporary	12,893.00	4,338.27	0.00	17,231.27
60-500601	Benefits	85,493.00	13,584.52	17,532.00	116,609.52
70-500704	In-State Travel	1,100.00	653.50	0.00	1,753.50
72-500573	Grants - Federal	220,205.00	0.00	0.00	220,205.00
80-500712	Out-of-State Travel	5,000.00	4,288.89	0.00	9,288.89
102-500731	Contracts for Program Services	0.00	23,617,894.87	-47,592.00	23,570,302.87
216	Prior Year Control Balance	0.00	3,866.41	0.00	3,866.41
Totals		547,940.00	23,763,432.16	0.00	24,311,372.16

01-02-02-029910-08500000 FY 2012 State Energy Program					
Source of Funds					
Class	Description	Current Budget	Unexpended Prior Year Appropriation (N/A)	Incr/(Decr)	Modified Budget
000-403218	Federal Funds	466,891.00	0.00	0.00	466,891.00

Totals					
		466,891.00	0.00	0.00	466,891.00
Class	Description	Current Budget	Unexpended Prior Year Appropriation (N/A)	Incr/(Decr)	Modified Budget
16-500141	Personal Serv.-Non-Classified	105,874.00	0.00	26,992.00	132,866.00
20-500236	Current Expenses	6,767.00	0.00	0.00	6,767.00
22-500248	Rents & Leases Other Than State	4,525.00	0.00	1,254.00	5,779.00
30-500310	Equipment New/Replacement	1,000.00	0.00	0.00	1,000.00
40-500800	Indirect Costs	57,533.00	0.00	15,683.00	73,216.00
41-500801	Audit Fund Set-Aside	467.00	0.00	0.00	467.00
42-500620	Additional Fringe Benefits	9,879.00	0.00	3,079.00	12,958.00
48-500293	Contractual Maint-Build&Grounds	291.00	0.00	0.00	291.00
49-500420	Transfers to Other State Agencies	71.00	0.00	0.00	71.00
50-500109	Personnel - Temporary	11,180.00	0.00	0.00	11,180.00
60-500601	Benefits	71,330.00	0.00	27,391.00	98,721.00
70-500704	In-State Travel	917.00	0.00	0.00	917.00
72-500573	Grants - Federal	0.00	0.00	0.00	0.00
80-500712	Out-of-State Travel	4,167.00	0.00	0.00	4,167.00
102-500731	Contracts for Program Services	192,890.00	0.00	-74,399.00	118,491.00
216	Prior Year Control Balance	0.00	0.00	0.00	0.00
Totals					
		466,891.00	0.00	0.00	466,891.00

3) Pursuant to RSA 14:30-a, VI, OEP respectfully requests authorization to amend Fiscal Item #10-204 approved by the Legislative Fiscal Committee on June 17, 2010 and Governor and Council on June 23, 2010, Item #17B, by reallocating American Recovery and Reinvestment Act (ARRA) funding for the Weatherization program between expenditure classes in the amount of \$47,592 in FY11 and \$74,399 in FY12, effective upon Joint Fiscal Committee and Governor and Council approval through June 30, 2012. 100% Federal ARRA 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, and contingent upon continued appropriation availability for Fiscal Years 2011 and 2012:

01-02-02-029910-08510000 FY 2011 Weatherization					
Source of Funds					
Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
000-403281	Federal Funds	1,396,888.00	7,203,654.67	0.00	8,581,927.67
Totals					
		1,396,888.00	7,203,654.67	0.00	8,581,927.67

049-500420	Transfers to Other State Agencies	57.00	0.00	0.00	57.00
050-500109	Personal Serv.-Temp/Appointee	109,912.00	0.00	0.00	109,912.00
060-500601	Benefits	48,409.00	0.00	27,391.00	75,800.00
070-500704	In-State Travel Reimbursement	1,000.00	0.00	0.00	1,000.00
074-500587	Grants for Public Assist & Relief	4,682,125.00	0.00	-74,399.00	4,607,726.00
080-500710	Out-of-State Travel Reimbursement	6,000.00	0.00	0.00	6,000.00
Totals		4,929,007.00	0.00	0.00	4,929,007.00

4) Pursuant to RSA 124:15, the Office of Energy and Planning (OEP) respectfully requests authorization to establish a full-time temporary ARRA Accountant position as detailed below, effective upon joint Fiscal Committee and Governor and Executive Council approval through April 30, 2012. 100% Federal ARRA funds.

Position Title: ARRA Accountant  
Position Class: Class 016 - Non-Classified  
Salary Range: Anticipated annual salary of \$35,000.00

5) Pursuant to RSA 124:15, OEP respectfully requests authorization to establish a full-time temporary ARRA Administrative Assistant position as detailed below, effective upon joint Fiscal Committee and Governor and Executive Council approval through April 30, 2012. 100% Federal ARRA funds.

Position Title: ARRA Administrative Assistant  
Position Class: Class 016 - Non-Classified  
Salary Range: Anticipated annual salary of \$32,233.50

### EXPLANATION

The Office of Energy and Planning is currently the recipient of six ARRA grants. When the stimulus initiative was first implemented by the President, it was not clear how many ARRA grants OEP would receive, nor were the administrative and reporting requirements, both financial and programmatic, well developed. OEP received its first ARRA grant on April 1, 2009, and since that time its small fiscal staff has been severely strained in meeting all the management requirements these grants impose. In recent separate federal monitorings of our ARRA Weatherization and ARRA SEP programs conducted by Department of Energy, it was identified as a concern that OEP was short-staffed in administering these grants. As a result, OEP is requesting two additional staff, to be fully funded with ARRA money, to help ease the burden caused by administering these grants.

The ARRA Accountant position will assist with tracking ARRA expenditures, drawing federal funds, and monthly 1512 reporting. It will be funded from the following ARRA grants:

Retrofit Ramp-Up	25.0%
State Energy Programs (SEP)	37.5%
Weatherization	<u>37.5%</u>
Total	100.0%

The ARRA Administrative Assistant position will assist with administrative duties of the SEP and Weatherization programs, both of which are sizeable in scope. It will be funded as follows:

Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
016-500141	Personal Serv.-Non-Classified	0.00	0.00	18,615.00	18,615.00
020-500236	Current Expenses	4,000.00	1,501.99	0.00	5,501.99
022-500215	Rent & Leases-Other Than State	3,849.00	1,777.27	952.00	6,578.27
026-500251	Organizational Dues	1,500.00	203.31	0.00	1,703.31
027-502799	Transfers to DOIT	9,630.00	0.00	0.00	9,630.00
030-500310	Equipment	1,500.00	9,411.52	426.00	11,337.52
040-500800	Indirect Costs	64,857.00	51,318.10	8,496.00	124,671.10
041-500801	Audit Fund Set Aside	1,403.00	7,886.79	0.00	9,289.79
042-500620	Additional Fringe Benefits	12,067.00	6,617.29	1,571.00	20,255.29
048-500293	Contractual Maint Build-Grounds	183.00	183.00	0.00	366.00
049-500420	Transfers to Other State Agencies	68.00	17.85	0.00	85.85
050-500109	Personal Serv.-Temp/Appointee	142,975.00	51,445.01	0.00	194,420.01
060-500601	Benefits	62,971.00	10,936.88	17,532.00	91,439.88
070-500704	In-State Travel Reimbursement	2,000.00	1,094.90	0.00	3,094.90
074-500587	Grants for Public Assist & Relief	1,086,885.00	7,060,460.76	-47,592.00	8,099,753.76
080-500710	Out-of-State Travel Reimbursement	3,000.00	800.00	0.00	3,800.00
Totals		1,396,888.00	7,203,654.67	0.00	8,600,542.67

**01-02-02-029910-08510000 FY 2012 Weatherization**

**Source of Funds**

Class	Description	Current Budget	Unexpended Prior Year Appropriation (N/A)	Incr/(Decr)	Modified Budget
000-403281	Federal Funds	4,929,007.00	0.00	0.00	4,929,007.00
Totals		4,929,007.00	0.00	0.00	4,929,007.00

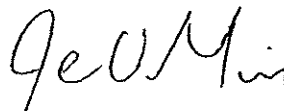
Class	Description	Current Budget	Unexpended Prior Year Appropriation (N/A)	Incr/(Decr)	Modified Budget
016-500141	Personal Serv.-Non-Classified	0.00	0.00	26,992.00	26,992.00
020-500236	Current Expenses	4,000.00	0.00	0.00	4,000.00
022-500215	Rent & Leases-Other Than State	3,183.00	0.00	1,254.00	4,437.00
026-500251	Organizational Dues	1,500.00	0.00	0.00	1,500.00
027-502799	Transfers to DOIT	0.00	0.00	0.00	0.00
030-500310	Equipment	8,463.00	0.00	0.00	8,463.00
040-500800	Indirect Costs	49,187.00	0.00	15,683.00	64,870.00
041-500801	Audit Fund Set Aside	5,742.00	0.00	0.00	5,742.00
042-500620	Additional Fringe Benefits	9,277.00	0.00	3,079.00	12,356.00
048-500293	Contractual Maint Build-Grounds	152.00	0.00	0.00	152.00

State Energy Programs (SEP)	50.0%
Weatherization	<u>50.0%</u>
Total	100.0%

All other requested modifications to the budgets of these programs are directly related to the existence of these staff (rent, computer, indirect costs).

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

Respectfully Submitted,



Joanne O. Morin  
Director

JOM/DMR:dmr  
Enclosure

Fiscal 09/21/10  
G&C 10/06/10



## Explanation – New Personnel Request

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

**1. List of personnel involved:**

- ARRA Accountant within OEP, funded 100% with ARRA funds (25% ARRA-Retrofit Ramp-Up, 37.5% ARRA State Energy Program (SEP), 37.5% ARRA Weatherization)
- ARRA Administrative Assistant within OEP, funded 100% with ARRA funds (50% ARRA State Energy Program, 50% ARRA Weatherization)

**2. Nature, Need and Duration:** OEP needs additional administrative support to manage the financial and programmatic reporting requirements of the ARRA grants it oversees.

**3. Relationship to existing agency programs:** Retrofit Ramp-Up is a new program within OEP; SEP and Weatherization are existing programs within OEP that have been significantly expanded with ARRA funding.

**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?** ARRA funding was not anticipated at the time the budget was created.

**6. Can portions of the grant funds be utilized?** Yes. Funding for these positions will be covered in their entirety through these grants.

**7. Estimate the funds required to continue this position(s):** There is no expectation of the ARRA-supported positions continuing beyond the period of funding of the ARRA grants.



JOHN H. LYNCH  
GOVERNOR

June 3, 2010

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

F-10-203

etc #17A

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



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

Approval by the Governor  
and Council on 06.23.10

Agenda Item 17A  
Fiscal 6/17/10 #10-203

**REQUESTED ACTION**

1) Pursuant to RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to **RETROACTIVELY** accept and expend American Recovery and Reinvestment Act (ARRA) funds in the amount of \$10,000,000.00 from the US Department of Energy (DOE), for the competitive grant portion of the Energy Efficiency and Conservation Block Grant -- Retrofit Ramp-Up Program/NH Beacon Communities Project, effective March 30, 2010 through May 31, 2013, contingent upon Joint Fiscal Committee and Governor and Council approval. 100% Federal ARRA Funds.

2) Pursuant to RSA 124:15, OEP respectfully requests authorization to establish a full-time temporary ARRA Retrofit Ramp-Up Program Manager position effective upon Joint Fiscal Committee and Governor and Council approval through May 31, 2013, as detailed below. 100% Federal ARRA funds.

Position Title: ARRA Retrofit Ramp-Up Program Manager  
Position Class: Class 016 - Non-Classified  
Salary Range: Anticipated annual salary of \$45,000

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, and contingent upon continued appropriation availability for Fiscal Years 2011, 2012 and 2013:

01-02-02-029910-09240000 Retrofit Ramp-Up Program						
Class	Description	FY 10	FY 11	FY 12	FY 13	Total
16-500141	Personal Serv.-Non-Classified	3,205.00	50,954.00	59,234.00	61,513.00	174,906.00
20-500236	Current Expenses	364.00	31,753.00	36,456.00	37,912.00	106,485.00
22-500248	Rents & Leases Other Than State	136.00	2,183.00	2,249.00	2,316.00	6,884.00
30-500310	Equipment New/Replacement	0.00	3,257.00	0.00	0.00	3,257.00
40-500800	Indirect Costs	1,359.00	28,879.00	33,169.00	34,882.00	98,289.00
41-500801	Audit Fund Set-Aside	6.00	9,616.00	184.00	194.00	10,000.00
42-500620	Additional Fringe Benefits	271.00	4,301.00	4,999.00	5,192.00	14,763.00
48-500293	Contractual Maint-Build&Grounds	6.00	95.00	98.00	101.00	300.00

49-500420	Transfers to Other State Agencies	2.00	35.00	36.00	37.00	11.00
60-500601	Benefits	1,060.00	35,037.00	41,857.00	45,816.00	123,770.00
70-500704	In-State Travel	50.00	2,925.00	2,925.00	2,925.00	8,825.00
72-500573	Grants - Federal	0.00	936,535.00	0.00	0.00	936,535.00
80-500712	Out-of-State Travel	0.00	2,400.00	2,514.00	2,630.00	7,544.00
102-500731	Contracts for Program Services	0.00	8,508,332.00	0.00	0.00	8,508,332.00
Totals		6,459.00	9,616,302.00	183,721.00	193,518.00	10,000,000.00

Source of Funds						
Class	Description	FY 10	FY 11	FY 12	FY 13	Total
000-407995	Federal Funds	6,459.00	9,616,302.00	183,721.00	193,518.00	10,000,000.00
Totals		6,459.00	9,616,302.00	183,721.00	193,518.00	10,000,000.00

### EXPLANATION

The New Hampshire Retrofit Ramp-Up Program grant's funding is provided by ARRA through the U.S. Department of Energy (DOE) beginning in SFY2010 for a duration of three years. The Recovery Act is intended to preserve and create jobs, promote the nation's economic recovery, and assist those most impacted by the recession.

The Beacon Communities Project is a concept to hyper-invest resources into a community to accomplish lasting environmental, social and economic benefits across the entire community's infrastructure, with a goal of creating shining examples, or "beacons", of sustainability. The plan is to initiate this approach in three communities and then continue to expand the approach to other communities across the state over time as cost savings and benefits are demonstrated. The Department of Energy's Retrofit Ramp-up Program will serve to advance one goal of the Project which is to accomplish massive energy reductions within existing buildings by retrofitting them to be more energy efficient.

The Beacon Communities Project aims to augment existing programs with private capital, individual commitment, and future funding opportunities to encourage residences and the private sector to take greater action at improving the energy efficiency of their homes and businesses. The concept is to use a community-based approach in order to generate greater participation in these types of programs and to use that experience to replicate what is learned in other communities over time. The DOE Retrofit Ramp-up award will be a jumpstart to the overall Beacon Communities Project with our first three "beacon" communities.

This request is **RETROACTIVE** due to OEP not receiving the grant award until June 1, 2010 for which its staff has been required to provide work and for which the grant award allows for a "lookback" period commencing March 30, 2010.

Funds are requested for the following purposes:

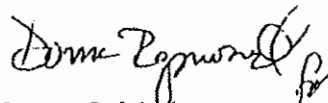
Class 016 - Personal Serv.-Non-Classified	For 100% of funding of a new Program Manager position totaling \$136,584
	For 5% of funding of an existing Director position totaling \$12,275
	For 10% of funding of an existing Energy Policy Analyst position totaling \$18,958
	For 5% of funding of an existing Grants Manager position

	totaling \$7,089
Class 020 - Current Expenses	To cover supplies costs such as telephone, postage, paper, as well as the state car, OIT costs
Class 022 - Rents & Leases Other Than State	To cover proportionate share of office space rental costs and photocopier costs for related staff
Class 030 - Equipment New/Replacement	For PCs and office seating for staff
Class 040 - Indirect Costs	To cover OEP's share of indirect costs based on its current Indirect Cost Rate
Class 041 - Audit Fund Set-Aside	To cover OEP's share of Audit Set-Aside costs (0.1% of total Federal funds)
Class 042 - Additional Fringe Benefits	To cover OEP's share of post-retirement benefits costs for related staff
Class 048 - Contractual Maint-Build & Grounds	To cover proportionate share of janitorial and cleaning costs for related staff
Class 049 - Transfers to Other State Agencies	To cover proportionate share of Employee Assistance program costs for related staff
Class 060 - Benefits	To cover proportionate share of benefits for related staff
Class 070 - In-State Travel	To cover anticipated in-state travel costs for related staff
Class 072 - Grants - Federal	To cover grants to be distributed to towns which meet the program's criteria
Class 080 - Out-of-State Travel	To cover anticipated out-of-state travel costs for related staff
Class 102 - Contracts for Program Services	To cover a contract with Community Development Finance Authority per the terms of the grant award

The Office of Energy and Planning is responsible for administering New Hampshire's Retrofit Ramp-Up Program grant. Please see the attached Supplement for additional information on the criteria, objectives and impact of the award.

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

Respectfully Submitted,

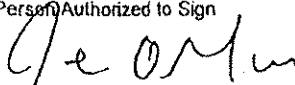


Joanne O. Morin  
Director

JOM/JC/DMR:dmr  
Enclosure

Fiscal 06/17/10  
G&C 06/23/10

**ASSISTANCE AGREEMENT**

1. Award No. DE-EE0003576		2. Modification No.		3. Effective Date 06/01/2010		4. CFDA No. 81.128		
5. Awarded To EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: MEGHAN K. MCPHERSON 4 CHENELL DRIVE CONCORD NH 033018521				5. Sponsoring Office Golden Field Office U.S. Department of Energy Golden Field Office 1617 Cole Blvd. Golden CO 80401			7. Period of Performance 06/01/2010 through 05/31/2013	
8. Type of Agreement <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other		9. Authority PL 110-140, EISA 2007 PL 111-5, Recovery Act 2009			10. Purchase Request or Funding Document No. 10EE004742			
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: \$10,000,000.00  Cost Share : \$0.00  Total : \$10,000,000.00		13. Funds Obligated This action: \$10,000,000.00  Total : \$10,000,000.00		
4. Principal Investigator Eric Steltzer Phone: 603-271-1098		15. Program Manager Carolyn C. Elam Phone: 303-275-4953			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 OR for Golden U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 4517 Oak Ridge TN 37831			19. Submit Reports To See Attachment #3		
20. Accounting and Appropriation Data								
21. Research Title and/or Description of Project RECOVERY ACT: EECBG- NEW HAMPSHIRE BEACON COMMUNITY PROJECT								
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 JOANNE O MORIN Director		24. Date Signed 6-1-10		26. Name of Officer Karen L. Bahan		27. Date Signed 06/01/2010		



# New Hampshire Fish and Game Department

FIS 14 157

HEADQUARTERS: 11 Hazen Drive, Concord, NH 03301-6500  
(603) 271-3421  
FAX (603) 271-1438

www.WildNH.com  
e-mail: info@wildlife.nh.gov  
TDD Access: Relay NH 1-800-735-2964

September 2, 2014

The Honorable Mary Jane Wallner, Chairperson  
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 New Hampshire Fish and Game Department (NHFGD) to accept and expend nine hundred ten thousand dollars (\$910,000) in federal funds from the National Oceanic and Atmospheric Administration (NOAA) from date of Joint Fiscal Committee and Governor and Council approval through June 30, 2015, for the purpose of distributing federal fisheries disaster relief funds to northeast multispecies commercial harvesters impacted by the federal fisheries disaster declared by the Secretary of Commerce in 2012. 100% Federal Funds.

Funds to be budgeted as follows:

### 020-07500-22880000 Marine Resources Program – FY 2015

<u>Class</u>		<u>Current Budget</u>	<u>Change</u>	<u>Revised Budget</u>
010	PERSONAL SERVICES - PERMANANT	\$525,864	\$0	\$525,864
020	CURRENT EXPENSES	46,000	0	46,000
022	RENTS/LEASES	1,500	0	1,500
026	ORGANIZATIONAL DUES	26,000	0	26,000
030	EQUIPMENT	10,000	0	10,000
041	AUDIT FUND SET ASIDE	500	0	500
050	PERSONAL SERVICES - TEMPORARY	84,969	0	84,969
060	BENEFITS	289,228	0	289,228
070	IN STATE TRAVEL	2,500	0	2,500
072	GRANTS FEDERAL	0	910,000	910,000
080	OUT OF STATE TRAVEL	1,500	0	1,500
102	CONTRACT FOR PROGRAM SERVICES	100	0	100
103	CONTRACT FOR OPERATIONAL SERVICES	16,000	0	16,000
Total Expenses		\$1,004,161	\$910,000	\$1,914,161

#### REGION 1

629B Main Street  
Lancaster, NH 03584-3612  
(603) 788-3164  
FAX (603) 788-4823  
email: reg1@wildlife.nh.gov

#### REGION 2

PO Box 417  
New Hampton, NH 03256  
(603) 744-5470  
FAX (603) 744-6302  
email: reg2@wildlife.nh.gov

#### REGION 3

225 Main Street  
Durham, NH 03824-4732  
(603) 868-1095  
FAX (603) 868-3305  
email: reg3@wildlife.nh.gov

#### REGION 4

15 Ash Brook Court  
Keene, NH 03431  
(603) 352-9669  
FAX (603) 352-8798  
email: reg4@wildlife.nh.gov

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

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
September 2, 2014  
Page 2 of 3

Source of Funds:

000	Federal Funds	\$512,495	\$910,000	\$1,422,495
009	Agency Income	15,374	0	15,374
	Fish and Game Funds	476,292	0	476,292
	Total	<u>\$1,004,161</u>	<u>\$910,000</u>	<u>\$1,914,161</u>

EXPLANATION

Despite commercial groundfish harvester's adherence to catch limits over the past few years, several key groundfish stocks are not rebuilding. Low levels of these stocks have caused a significant loss of access to fishery resources with revenue declines that have greatly affected the northeast commercial groundfish fishery.

The Department of Commerce had received a number of requests and letters of support from the governors and congressional delegations in the northeast region for a stated commercial fishery failure for the Northeast Multispecies Groundfish Fishery. In September 2012, then-Acting Secretary of Commerce Rebecca Blank declared the Northeast multispecies groundfish fishery a commercial fishery failure under Section 312(a) of the Magnuson-Stevens Act and Section 308(b) of the Interjurisdictional Fisheries Act.

The National Oceanic and Atmospheric Administration (NOAA) Fisheries Service announced in February 2014 that \$75 million was appropriated by Congress to be allocated to six fisheries across the country that had declared fishery disasters by the Department of Commerce in 2012 and 2013. NOAA Fisheries and the New England states reached a compromise in May 2014 on how to distribute the \$32.8 million in federal fishery disaster funds allocated to the Northeast Multispecies Groundfish Fishery.

The disbursement of funds will be apportioned approximately in thirds as follows:

1. Direct Assistance: One-third will be for direct assistance and will be distributed equally to approximately 345 holders of permits in the Northeast multispecies fishery who landed at least 5,000 pounds of groundfish in any one of the past four fishing years (2010-2013). Qualified permit holders from each of the affected states will each receive a check for \$32,500;
2. State-specific grants: One-third to be apportioned among the states based on the percentage of revenue losses affecting each state. States will have discretion on how to determine the most appropriate way to distribute the funds to their affected fishing industry and communities.
3. Buy-out or Buy-back Program: One-third will be held in reserve as NOAA Fisheries, the states, and fishing industry members attempt to develop a federally-funded buyout or industry-funded buyback program.

New Hampshire is to receive \$2,046,400; 1) \$910,000 is going to direct assistance for New Hampshire groundfish harvesters based on defined criteria, and 2) \$1,136,400 will be distributed to the groundfish industry at the state's discretion to help address both the immediate needs and the long term viability of its small boat groundfish fleet and infrastructure.

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

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
September 2, 2014  
Page 3 of 3

This request is to accept and expend a grant from NOAA Fisheries (Attachment A) for \$910,000 in Direct Assistance that is to be distributed to commercial groundfish fishing vessel owners with a home port in New Hampshire.

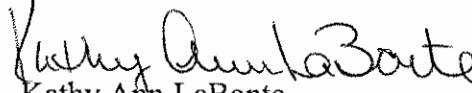
Because all of the \$910,000 in funds being received are to be passed through to the fishing vessel owners, no funds are being budgeted for class 041, Audit Fund Set-Aside. Future disbursement of NOAA funds to the State of New Hampshire will include both administrative funds and audit funds.

General Funds will not be requested to support this project.

Respectfully submitted,



Glenn Normandeau  
Executive Director



Kathy Ann LaBonte  
Chief Business Division



**Attachment A**

NOAA Fisheries Greater Atlantic Fisheries Disaster Direct Assistance Grant Award and Confirmation Letter.

U. S. DEPARTMENT OF COMMERCE

GRANT

COOPERATIVE AGREEMENT

**FINANCIAL ASSISTANCE AWARD**

AWARD NUMBER

**NA14NMF4540349**

RECIPIENT NAME **New Hampshire Fish and Game Department**

STREET ADDRESS **11 Hazen Drive**

FEDERAL SHARE OF COST **\$910,000.00**

CITY, STATE, ZIP CODE **Concord NH 03301**

RECIPIENT SHARE OF COST **\$0.00**

AWARD PERIOD **08/01/2014-07/31/2015**

TOTAL ESTIMATED COST **\$910,000.00**

AUTHORITY **16 U.S.C. 1881a(d)**

CFDA NO. AND PROJECT TITLE

**11.454 Direct Assistance to New Hampshire's Commercial Groundfish Vessels - 2014**

This award offer approved by the Grants Officer constitutes an obligation of Federal funding. By accepting this award offer, the Recipient agrees to comply with the award Terms and Conditions checked below. If this was a paper issued award offer, please send two signed documents to the Grants Officer and retain one set of signed award documents for your files. If this award offer is not accepted without modification within 30 days of receipt, the Grants Officer may unilaterally withdraw this award offer and de-obligate the funds.

- Department of Commerce Financial Assistance Standard Terms and Conditions
- Government Wide Research Terms and Conditions
- Bureau Specific Administrative Standard Award Conditions
- Award Specific Special Award Conditions
- Line Item Budget
- 15 CFR Part 14, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, Other Non-Profit, and Commercial Organizations
- 15 CFR Part 24, Uniform Administrative Requirements for Grants and Agreements to States and Local Governments
- OMB Circular A-21, Cost Principles for Educational Institutions
- OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments
- OMB Circular A-122, Cost Principles for Non-Profit Organizations
- 48 CFR Part 31, Contract Cost Principles and Procedures
- OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations
- Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements  
REF: 77 FR 74634 (December 17, 2012)
- Other(s)

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER

**Alan Conway**

TITLE

**Grants Officer**

DATE

**08/06/2014**

TYPE NAME AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

**Mr. Randy Curtis**

TITLE

DATE

**08/18/2014**



UNITED STATES DEPARTMENT OF COMMERCE  
National Oceanic and Atmospheric Administration  
NATIONAL MARINE FISHERIES SERVICE  
GREATER ATLANTIC REGIONAL FISHERIES OFFICE  
55 Great Republic Drive  
Gloucester, MA 01930-2276

Mr. Douglas Grout, Chief  
New Hampshire Fish & Game Department  
Marine Fisheries Division  
225 Main Street  
Durham NH 03824

AUG 18 2014

Dear Doug,

I am pleased to confirm approval of the Unallied Management project entitled, "Direct Assistant to New Hampshire's Commercial Groundfish Vessels - 2014." The Authorized Representative for the award, Randy Curtis, has recently received an email with instructions on how to accept this grant electronically through *Grants Online*. Upon acceptance, the Marine Fisheries Division is authorized to initiate project work for Grant # NA14NMF4540349. NOAA has obligated \$910,000 to fully fund the Federal share of project costs.

Semi-annual performance reports will be required to detail progress toward the achievement of project objectives in six-month intervals, beginning from the award start date of August 1, 2014. Reports are due 30 days following the end of each reporting period and should be submitted through *Grants Online*. The progress reporting schedule for this award is:


<u>Reporting Period</u>	<u>Due Date</u>
August 1, 2014 – January 31, 2015	March 2, 2015
February 1, 2015 – July 31, 2015	August 30, 2015

In addition, a completion report, addressing study accomplishments throughout the award period is due 90 days after the award ends on July 31, 2015.

Financial Status Reports should be entered directly into the *Grants Online* system. A user manual is available at [http://www.corporateservices.noaa.gov/grantsonline/gol\\_training.html](http://www.corporateservices.noaa.gov/grantsonline/gol_training.html).

Nicole MacDonald is the Federal Program Officer for this award. She will monitor project activities and coordinate all programmatic issues or changes with NOAA's Grants Management Division. Please contact Nicole at (978) 281-9299 or via e-mail to [Nicole.MacDonald@noaa.gov](mailto:Nicole.MacDonald@noaa.gov), if you have any questions concerning the award.

Sincerely,

  
Harold C. Mears  
Assistant Regional Administrator  
for Operations and Budget

cc: Randy Curtis  
cc: Cheri Patterson



Handwritten initials



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF CORRECTIONS  
DIVISION OF ADMINISTRATION

William L. Wrenn  
Commissioner

Bob Mullen  
Director

P.O. BOX 1806  
CONCORD, NH 03302-1806

603-271-5610 FAX: 603-271-5639  
TDD Access: 1-800-735-2964

August 27, 2014

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

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 NH Department of Corrections to budget and expend prior year balance forward funds in the amount of \$308,923.00 in the State Criminal Alien Assistance Program (SCAAP) for expenses related to the care and custody of criminal offenders in the NH Corrections system effective upon Fiscal Committee and Governor and Executive Council approval, through June 30, 2015. 100% Federal Funds.
- Pursuant to RSA 124:15, authorize the NH Department of Corrections to establish one part-time temporary Administrator IV position, Labor Grade 33, in class 050, effective upon Fiscal Committee and Governor and Executive Council approval, through June 30, 2015. 100% Federal Funds.

Funds are to be budgeted in an account entitled, SCAAP, Account Heading: 02-46-46-460510-8344 Department of Corrections, Corrections Grants, SCAAP, as follows:

ACCOUNT	DESCRIPTION	SFY 2015 CURRENT AUTHORIZED	REQUESTED ACTION BUDGET	SFY 2015 REVISED ADJUSTED AUTHORIZED
020-500200	Current Expense	\$10,000.00	\$10,000.00	\$20,000.00
030-500311	Equipment	\$129,850.00	\$170,398.00	\$300,248.00
041-500801	Audit Fund Set Aside	\$150.00	\$339.00	\$489.00
048-500226	Maint. Bldg/Grounds	\$10,000.00	\$70,664.00	\$80,664.00
050-500109	Personal Serv Temp	\$0.00	\$39,500.00	\$39,500.00
060-500611	Benefits	\$0.00	\$3,022.00	\$3,022.00
066-500544	Employee Training	\$0.00	\$15,000.00	\$15,000.00
103-502664	Contracts for Op Serv	\$30,000.00	\$0.00	\$30,000.00
	Total	\$180,000.00	\$308,923.00	\$488,923.00
Source of Funds:				
000-404814	Federal Funds	(\$180,000.00)	(\$308,923.00)	(\$488,923.00)

## EXPLANATION

The United States Department of Justice (USDOJ), Bureau of Justice Assistance (BJA), under the State Criminal Alien Assistance Program (SCAAP) provides assistance to State and local governments that incur costs due to the incarceration of undocumented criminal aliens.

The NH Department of Corrections (NHDOC) applies for and receives funds from this reimbursement program when Federal Funding is made available to the State of New Hampshire, Department of Corrections. Based on the Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162, Title XI) beginning with the FFY 2007 SCAAP awards, SCAAP funds must be used only for correctional purposes.

The NHDOC requests to budget and expend a total of \$308,923.00 of prior year balance forward.

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

1. List of personnel involved: William McGonagle, former Assistant Commissioner, DOC
2. Nature, need and duration: The executive leadership from the DOC for the new Women's Prison capital project from its inception has been Mr. McGonagle. By retaining Mr. McGonagle as the Prison Construction Administrator, the Department expects to achieve a seamless transition of executive oversight to see this project through its completion by monitoring the design, constructions and mobilization of this new facility. The new prison is expected to be completed October 2016.
3. Relationship to existing agency programs: none; this project relates to the new women's prison's capital project.
4. Has a similar program been requested and denied? No.
5. Why wasn't funding included in the agency's budget request? At the time of formulating the present budget, we were unaware of Mr. McGonagle's retirement plans.
6. Can portions of the grant funds be utilized? Yes, this position is being funded from 100% federal funds. The SCAAP award's funds are being utilized under the permissible use of funds "construction of correctional facilities". SCAAP is an award, not a grant.
7. Estimate the funds required to continue this position: Potentially this part-time temporary position may be needed for the entire duration of the project with an estimated completion date of October 2016. Depending upon the progression of the project, it is estimated that Mr. McGonagle may work up to 29 hours a week as an Administrator IV during this period.

Although SCAAP is a reimbursement of costs and not a federal grant, the application process is managed through the Internet using the automated Grants Management System (GMS).

Funds are to be budgeted as follows:

Class 020 – Current Expense - \$10,000.00

- Provision for miscellaneous expenses attributable to correctional operations

Class 030 - Equipment - \$170,398.00

- Provision for replacement of ballistic vests, weapons, and other unanticipated required equipment to be utilized by the correctional facilities

Class 041 - Audit Fund Set-Aside - \$339.00

- Audit Fee Set Aside for additional funding

Class 048 – Contractual Maintenance-Bldg & Grounds - \$70,664.00

- Provide for unexpected emergency repairs

Class 050 – Personal Service Temp - \$39,500.00

- Establishment of part-time temporary Administrator IV position- NHSP-Women construction project

Class 050 – Benefits - \$3,022.00

- FICA and Medicare Benefits associated with the PT Administrator IV position

Class 066 – Employee Training - \$15,000.00

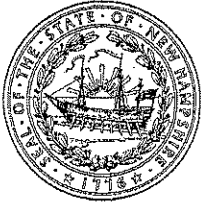
- Provision for Polygraph Training for Correctional staff

Source of funds: 100% Federal Funds

Respectfully Submitted,



William L. Wrenn  
Commissioner



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF CORRECTIONS  
BUREAU OF HUMAN RESOURCES

William L. Wrenn  
Commissioner

Lisa A. Currier  
Administrator

PO BOX 1806  
CONCORD, NH 03302-1806  
603-271-5650 FAX: 603-271-3345  
TDD Access: 1-800-735-2964

July 14, 2014

Sara Willingham  
Director of Personnel  
NH Division of Personnel  
28 School Street  
Concord, NH 03301

Dear Ms. Willingham:

The New Hampshire Department of Corrections respectfully requests to establish a part-time temporary Administrator IV, LG 33, not to exceed 29 hours a week.

Due to the fact that the NH Department of Corrections is in the midst of designing and constructing a new women's correctional facility we are seeking your approval to establish this part-time position. The request for this position is due to the fact that the Assistant Commissioner is the "owner" of this project and has provided the executive leadership on behalf of the NH Department of Corrections; however he will be retiring August 22, 2014. At this point in time, we are seeking approval to establish this position in order to rehire Mr. William McGonagle, as the part-time Administrator IV to perform as the Prison Construction Administrator to ensure that there is a seamless transition of executive oversight to see this project through its completion by monitoring the design, construction and mobilization of the new women's facility project.

This position will report to the Commissioner and will provide testimony before any legislative budget committees as needed and will report on matters related to staffing and operational budget needs for the new facility.

Due to the scale of this major project and the impact it has within the Department, we find that the level of Administrator IV is appropriate. Also, should you approve the establishment of this position, we request that the requirement to post a vacancy be waived and that we have the authorization to hire Mr. William McGonagle, at labor grade 33, step 8. Step 8 is requested not only on the basis that there is a critical need to have someone that not only understands the operational needs of a prison facility but someone who can maintain the continuity of this project. Also, the fact that Mr. McGonagle holds a Master's degree in education and counseling and has over 30 years' experience in the criminal justice field; demonstrates that he clearly meets the minimum qualifications for this position.

Enclosed is a proposed supplemental job description and organizational chart for your review and consideration.

Funding to support this request is from appropriation #02-46-46-465010-83440000.

We look forward to your favorable response.

Sincerely,

Lisa A. Currier  
HR Administrator

Lc  
Encls.

## SUPPLEMENTAL JOB DESCRIPTION

Classification: Administrator IV Function Code: 0072-046

POSITION TITLE: Prison Construction Administrator Date Established: 8-06-14

Position Number: TMPPT4725 Date of Last Amendment: \_\_\_\_\_

SCOPE OF WORK: Serves as a Prison Construction Administrator for the NH Department of Corrections to provide executive level leadership and overall administrative responsibility for the design, construction, commissioning and mobilization of the new women's correctional facility.

### ACCOUNTABILITIES:

- Develops and employs the design goals of the Department of Corrections as they relate to a new women's prison.
- Provides leadership and guidance to the architect, construction manager and the Department of Corrections internal team of subject matter experts in developing the design of a new women's prison that meets legal mandates as well as achieves the desired requirements of operational efficiency a normative correctional environment.
- Assures that the design and construction of the new women's prison conforms to the criteria and expectations of the Department of Corrections.
- Represents the Department of Corrections as the "owner" of this project when decisions are made relative to design, construction, materials and all other decisions.
- Holds the architect and the construction manager accountable for carrying out the directions of the Department of Corrections.
- Represents the Department of Corrections by formulating all reports to and appearances before the Legislative Capital Budget Oversight Committee.
- Provides recommendations to the Commissioner of Corrections on matters related to staffing and operational budgets for the new women's prison and provides supplemental testimony before any Legislative budget committees when called upon to do so.
- Develops a mobilization plan for the staffing, moving of inmates, and preparation of policies relative to the new facility in coordination with key members of the Department of Corrections.
- Monitors progress of design, construction and mobilization on a regular basis.

### MINIMUM QUALIFICATIONS:

Education: Master's degree from a recognized college or university with major study in criminal justice, public administration, behavioral science, human services, education or a related field.

Experience: Eight years' experience working in a correctional setting in an administrative management position that included responsibilities associated with the management of offenders, provision of programming, treatment and medical services to offenders and all relevant policy areas affecting the confinement of offenders in a secure prison setting; five years of which must have been in a management level position involving administrative or supervisory duties concerned with program administration, program planning and evaluation, business management or related management experience.

OR

Education: Bachelor's degree from a recognized college or university with major study in criminal justice, public administration, behavioral science, human services, education or a related field.

Experience: Nine years' experience working in a correctional setting in an administrative management position that included responsibilities associated with the management of offenders, provision of programming, treatment and medical services to offenders and all relevant policy areas affecting the confinement of offenders in a secure prison setting; five years of which must have been in a management level position involving administrative or supervisory duties concerned with program administration, program planning and evaluation, business management or related management experience.







# 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 25, 2014

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

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

## Requested Action

1. Pursuant to RSA 14:30-a, VI authorize the Department of Safety, Division of State Police, to amend Fiscal Item #FIS 14-034, to a grant from the NH Department of Justice (NHDOJ), approved on March 21, 2014 and Item #66, approved by Governor and Council on April 9, 2014, by changing the end date only, with no increase in funding, to a new end date of June 30, 2015. Funding Source: 100% Agency Income.
2. Pursuant to RSA 124:15, authorize the Department of Safety, Division of State Police (Division), to amend Fiscal Item #FIS 14-034, to establish class 046 consultant position, approved on March 21, 2014 and Item #66, approved by Governor and Council on April 9, 2014, by changing the end date only, with no increase in funding, to a new end date of June 30, 2015. Funding Source: 100% Agency Income.

Funds are budgeted in the account titled:

02-23-23-234010-12440000 Dept. of Safety – Division of State Police – SAVIN Program  
RSRC: 407085

## Explanation

This requested action is to amend the end date only for the Federal grant received through NHDOJ that ends on September 30, 2014 and as such is not budgeted in the 2014/2015 biennium budget. (An extension of this grant from NHDOJ to the Division is also an item for consideration by the Fiscal Committee on September 26, 2014, and further action expected by Governor and Council on October 1, 2014.) The Division received notification of the grant's extension on July 2, 2014, contingent upon approval by the US Department of Justice via a submitted request by NHDOJ. As a result of the Division's request being submitted for Fiscal Committee approval at its next meeting on September 26, 2014, subsequent action taken by the Governor and Council on October 1, 2014, is **retroactive**.

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

The program's dual purpose is the prevention of crime and the realization of victim's rights under the state statute NHRSA 21-M:8-k, Rights of Crime Victims. The program will lay the foundation for real-time notification to victims whose

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

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council


August 25, 2014

Page 2 of 2

offenders are involved in the criminal justice system at any and all points, from arrest and court events through release from custody and probation and parole hearing.

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

Respectfully Submitted,

  
John J. Barthelmes  
Commissioner of Safety



US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

**GRANT ADJUSTMENT NOTICE**

Grantee Information			
<b>Grantee Name:</b>	New Hampshire Department of Justice	<b>Project Period:</b>	10/01/2011 - 09/30/2014
<b>Grantee Address:</b>	33 CAPITOL STREET CONCORD, 03301	<b>Program Office:</b>	BJA
<b>Grantee DUNS Number:</b>	80-859-1127	<b>Grant Manager:</b>	Erich Dietrich
<b>Grantee EIN:</b>	02-6000618	<b>Application Number(s):</b>	2011-H0918-NH-VN
<b>Vendor #:</b>	026002618	<b>Award Number:</b>	2011-VN-CX-0014
<b>Project Title:</b>	Statewide Automated Victim Information and Notification Program	<b>Award Amount:</b>	\$985,141.00
<b>GAN Number:</b>	006	<b>Date:</b>	07/02/2014

Change Project Period			
<b>Current Grant Period:</b>	Month: 35 Day: 29	<b>New Grant Period:</b>	Month: 47 Day: 29
<b>Project Start Date:</b>	10/01/2011	<b>*New Project Start Date:</b>	10/01/2011
<b>Project End Date:</b>	09/30/2014	<b>*New Project End Date:</b>	09/30/2015

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

The State of New Hampshire is respectfully requesting a 12-month 'no-cost' extension on our federal fiscal year 2011 Statewide Automated Victim Information and Notification (SAVIN) grant award, to September 30, 2015. The State

**Attachments:**

Filename:	User:	Timestamp:
Savin Program Implementation_ECN_20140602.pdf	RFaretra3	06/13/2014 12:56 PM
Project Period GAN request letter.pdf	RFaretra3	06/13/2014 1:00 PM

Print

**Audit Trail:**

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	07/02/2014 12:00 PM
Submitted	PO - Grant Manager	RFaretra3	06/16/2014 8:20 AM
Draft	EXTERNAL - External User	RFaretra3	06/16/2014 8:19 AM
Draft	EXTERNAL - External User	RFaretra3	06/13/2014 1:10 PM
Draft	EXTERNAL - External User	RFaretra3	06/13/2014 12:55 PM



State of New Hampshire

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

JOHN J. BARTHELMES  
 COMMISSIONER

Fiscal # FIS 14-034  
 03-21-2014

February 24, 2014

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

ENC # 66  
 04-09-2014

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

Requested Action

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Safety, Division of State Police, to accept and expend a grant from the NH Department of Justice for the purpose of establishing a Statewide Automated Victim Information and Notification Program (SAVIN) in the amount of \$955,095.00. Effective upon Fiscal Committee and Governor and Council approvals through September 30, 2014. Funding Source: 100% Agency Income.
2. Pursuant to RSA 124:15, authorize the Department of Safety, Division of State Police, to establish class 046 consultant positions for the purpose of establishing a Statewide Automated Victim Information and Notification Program (SAVIN). Effective upon Fiscal Committee and Governor and Council approvals through September 30, 2014. Funding Source: 100% Agency Income.

Funds are to be budgeted in the account titled:

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

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

Explanation

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

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

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council

February 24, 2014

Page 2 of 2

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

The funds are to be budgeted as follows:

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

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

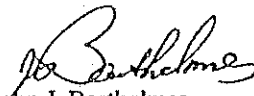
The funds in class 046 are needed for purpose of supporting the development of the SAVIN automated victim notification system.

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

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

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

Respectfully submitted,

  
John J. Barthelme  
Commissioner of Safety

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF JUSTICE  
GRANT AWARD

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

Appropriation No.: 02-20-20-201510-1137-072-0576

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

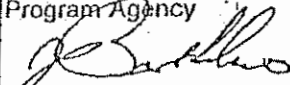
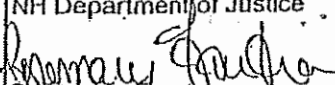
Federal Grant Name: Statewide Automated Victim Notification Program  
 Federal Agency: United States Department of Justice  
 Bureau/Office: Office of Justice Programs  
 CFDA Number: 16.740

Purpose of Grant: Victim Notification  
Award End Date Extension

Financial Requirements: See signed Program Conditions and Guidelines.

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

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

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

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

# TITLE I THE STATE AND ITS GOVERNMENT

## CHAPTER 21-M DEPARTMENT OF JUSTICE

### Section 21-M:8-k

#### 21-M:8-k Rights of Crime Victims. –

##### I. As used in this section:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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



**THE STATE OF NEW HAMPSHIRE**  
DEPARTMENT OF TRANSPORTATION



**CHRISTOPHER D. CLEMENT, SR.**  
COMMISSIONER

**JEFF BRILLHART, P.E.**  
ASSISTANT COMMISSIONER

August 25, 2014

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**

1. 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 \$500,000 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, 2015.

Funds are to be budgeted as follows: 100% Other Funds (Special Railroad Funds)

<u>04-096-096-960010-2991</u> Special Railroad Fund	FY 2015 Modified Budget	Requested Change	FY 2015 Revised Budget
<b>Expenses:</b>			
020 500241 Current Expense	\$ 0	\$ 10,000	\$ 10,000
022 500242 Rents-Leases Other than State	0	20,000	20,000
046 500463 Engineering Consultants	0	35,000	35,000
073 500579 Grants Non Federal	0	110,000	110,000
400 500871 Construction	0	325,000	325,000
Total	\$ 0	\$ 500,000	\$ 500,000
<b>Source of Funds</b>			
<b>Revenue:</b>			
009 407323 Agency Income	\$ 0	\$ 500,000	\$ 500,000
Total	\$ 0	\$ 500,000	\$ 500,000

2. Pursuant to RSA 228:69, I (b), authorize the Department of Transportation, Bureau of Rail & Transit, to expend an amount not to exceed \$500,000 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, 2015.

**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 2014 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 2015.

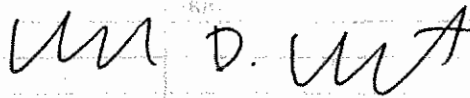
RSA 228:69, I (b) authorizes the Department of Transportation to expend funds from the Special Railroad Fund on maintenance and repair of state-owned railroad lines. The Department will use these funds to continue repairs and maintenance activities including track, minor bridge and drainage projects on state-owned lines in 2015. 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)	\$ 20,000
Plymouth & Lincoln Railroad (Vendor 157711)	\$100,000
New Hampshire Central Railroad (Vendor 157337)	\$ 30,000
Conway Scenic Railroad (Vendor 154819)	\$120,000
New England Southern Railroad (Vendor 161682)	\$ 30,000
Milford-Bennington Railroad (Vendor 156441)	\$ 5,000
Claremont-Concord Railroad (Vendor 156559)	\$ 5,000

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.

Consultant costs will use current statewide contracts, therefore, new consultants will not be contracted for these projects.

Sincerely,



Christopher D. Clement, Sr.  
Commissioner

**Department of Transportation**  
**Fiscal Situation Fiscal Year 2015**  
**04-096-096-960010-2991**  
**Special Railroad Fund**

2013 Revenue balance forward	\$ 708,945
2014 Actual revenue	685,771
<hr/>	
Gross revenue available to budget	1,394,716
<hr/>	
Less:	
2014 Encumbrances	452,628
2014 Expenditures	397,876
<hr/>	
Net revenue available to budget	544,212
<hr/>	
<b>2015 amount to be budgeted this request</b>	<b>500,000</b>
<hr/>	
Amount available to budget for future requests	\$ 44,212

	Amount	Encumbrances and Expenditures	Total
Prior year 2013 carry forward	\$ 708,945	\$ 452,628	\$ 256,317
Revenue received 2014	685,771	397,876	287,895
	<hr/>	<hr/>	<hr/>
	\$ 1,394,716	\$ 850,504	\$ 544,212



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**

September 4, 2014

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

Re: Reclassification of Position 13164

**REQUESTED ACTION**

Pursuant to the provision of RSA 21-I:56, II Reclassification of Positions or Increases, authorize the New Hampshire Department of Education to increase the salary of position #13164 to labor grade 35 as provided in RSA 99:8, effective upon Fiscal Committee approval. This is a request to reclassify vacant position #13164, Administrator III, Salary Grade, 31, Office of Business Management, to the level of Executive Project Manager, Salary Grade 35, Office of Business Management. 100% General Funds.

**EXPLANATION**

The Administrator III has not been filled consistently since December 2011; due in part to the high level of skill and responsibility necessary at the current pay level. More specifically, the position became vacant in December of 2011 due to the untimely death of the Administrator III employee at the time. The next two employees in this position left the Department for other opportunities after less than six months.

This reclassification is between a labor grade 31, step 1, a salary of \$60,138, and the proposed salary of \$72,189 for a labor grade 35, step 1, an increase of \$12,051. There are adequate funds in our SFY15 budget to pay for this position.

Pursuant to administrative rule Per 303.02, the Division of Personnel was asked to review the appropriate classification for the position of Administrator III and determined that the appropriate classification is a labor grade 35. This position directly oversees the Office of Business Management (12 employees) and is the lead finance manager for the Department of Education (305 employees). This position is responsible for developing, authorizing and implementing Department-wide financial procedures and controls, and related system compliance required to ensure the accuracy and integrity of the centralized operations and business support services performed by the Department of Education. These responsibilities include developing financial policies and procedures; overseeing fiscal/business

operational units, federal cost-claiming and cash management; and auditing, financial reporting and budgeting. In addition, this position will assume the oversight responsibilities for human resources.

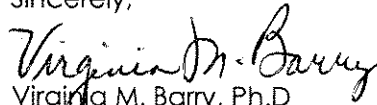
The Administrator oversees the second largest state department budget which totals approximately **\$1.3 billion**. A significant portion of these funds are payments made directly to New Hampshire towns, cities and school districts and as such, stakeholders in those communities often rely on the person in this position to provide technical assistance. It is the responsibility of the Administrator to oversee these payments and ensure they are made in an efficient and accurate manner.

Moreover, in a recent review of all business functions at the Department of Education by the Governor's Office, it was recommended that the oversight of all school aid accounts, including **educational adequacy funding** and **charter school funding**, be consolidated under the Administrator of Business Management. This \$1 billion plus line item must be managed carefully and with the highest precision in partnership with the Governor's Office, the NH General Court, other state agencies, and all of the local school districts in order to maintain and deliver an efficient data delivery system for tax and other budgetary decisions at both the state and local levels. This is in addition to the Administrator's responsibility of overseeing the financial management of approximately **\$230 million in federal funds annually**, many of which span 30-months for the allowable expenditure period and include complex compliance, accounting and reporting requirements.

Further, the consolidation of the Post-Secondary Education Commission with the Department of Education, as part of the FY12/13 Biennium Budget, has significantly increased the workload for the Office of Business Management and requires the Administrator to communicate regularly with College and University business offices.

Finally, it has been recommended by the Governor's Office that human resources and overall operations and facilities also fall under the Office of Business Management to ensure consistency in policies and practices in these critical areas. Senior administrator oversight for the purposes of accuracy, communication and efficiency is necessary for the successful administration of all the programs listed above. This is in addition to the Office of Business Management staff and oversight function that the Administrator currently oversees.

Sincerely,

  
Virginia M. Barry, Ph.D  
Commissioner of Education



*State Of New Hampshire*  
DIVISION OF PERSONNEL  
Department of Administrative Services  
State House Annex – 28 School Street  
Concord, New Hampshire 03301

LINDA M. HODGDON  
Commissioner  
(603) 271-3201

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

July 23, 2014

Sheila Miller  
Human Resources  
Department of Education  
Concord, NH 03301

Regarding: Request to reclassify position #13164 from an Administrator III, labor grade 31, to an Executive Project Manager, labor grade, 35.

Dear Ms. Miller:

On July 23, 2014, we received work unit # 195602 from The Department of Education asking to review and reclassify position # 13164 to the title of Executive Project Manager, labor grade 35. In your letter, you stated that this position would have critical finance, business, operations, and administrative oversight functions; and that it would direct and implement all aspects of operations management, including programs, policy, financial and personnel activities under the authority of the Commissioner, Department of Education.

We agree with your request to reclassify position # 13164 with the understanding that the Department of Education's eventual goal will be to seek to make this position unclassified. Please note that our decision to reclassify this position is not final until the approval of the Fiscal Committee, per RSA 21-1:56 (II), because this is a request to increase the salary of a classified position beyond labor grade 34.

It will be your responsibility to bring the request for reclassification to the Executive Project Manager, labor grade 35 before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify my office with documentation so that we may finalize the reclassification of position # 13164. Thank you.

Very truly yours,

Jennifer J. Elberfeld  
Classification and Compensation

Administrator  
CC: Sara J. Willingham, Director of Personnel  
MR



# New Hampshire Fish and Game Department

FIS 14 146

HEADQUARTERS: 11 Hazen Drive, Concord, NH 03301-6500  
(603) 271-3421  
FAX (603) 271-1438

www.WildNH.com  
e-mail: info@wildlife.nh.gov  
TDD Access: Relay NH 1-800-735-2964

August 20, 2014

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

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

## REQUESTED ACTION

Pursuant to RSA 215-A:23, IX and RSA 215-C:39, X, authorize the transfer of \$250,000.00 of unexpended funds from Excess Registration Fees, Account Number 20-07500-11830000-009-405928 to the Fish and Game OHRV Fiscal Year 2015 Operating Budget as follows:

03-75-75-752520 Law Enforcement Program  
20-07500-11830000 OHRV Education, Training and Enforcement Fiscal Year 2015

Class	Account	Description	Current Budget	Change	Revised Budget
010	500100	Personal Services - Permanent	\$108,738	\$0	\$108,738
018	500106	Overtime	\$67,000	\$15,000	\$82,000
019	500105	Holiday Pay	\$48,000	\$0	\$48,000
020	500200	Current Expenses	\$70,000	\$10,000	\$80,000
022	500255	Rents-Leases Other Than State	\$675	\$0	\$675
026	500251	Organizational Dues	\$400	\$0	\$400
030	500300	Equipment New/Replacement	\$65,000	\$209,800	\$274,800
049	500294	Transfers to Other State Agencies	\$3,409,592	\$0	\$3,409,592
050	500109	Personal Services-Temporary	\$43,935	\$13,000	\$56,935
060	500602	Benefits	\$107,072	\$2,200	\$109,272
070	500700	In-State Travel	\$30,000	\$0	\$30,000
080	500710	Out-of-State Travel	\$2,400	\$0	\$2,400
102	500731	Contracts for Program Services	\$40,000	\$0	\$40,000
217	502682	Inter-Agency Payments	\$723,474	\$0	\$723,474
		Total	\$4,716,286	\$250,000	\$4,966,286
		REVENUES			
009	405928	Agency Income	\$4,716,286	\$250,000	\$4,966,286
		Total	\$4,716,286	\$250,000	\$4,966,286

## EXPLANATION

Pursuant to RSA 215-A:23 IX, and RSA 215-C:39, X, "Any excess registration fees collected and not expended shall be non-lapsing and shall be retained by the snowmobile and OHRV program for future use." In each year of the biennium, the Fish and Game Department and the Department of Resources and Economic Development may expend the excess fees collected in the same proportion as described in this section with prior approval of the Fiscal Committee and the Governor and Council.

The Department's FY 2014 and FY 2015 budgets for OHRV enforcement, education and training (Accounting Unit 20-07500-11830000) are based upon available revenues to be received on 85,000 OHRV registrations. The average number of OHRV Registrations sold in a year over the last 5 years is 83,656. The Department budgets this amount to insure a level of OHRV fees is available. Fluctuations in activity when the level of sold registrations change from 96,361 in FY 2003 to a level of 71,531 in FY 2014 allow for unexpended OHRV

### REGION 1

629B Main Street  
Lancaster, NH 03584-3612  
(603) 788-3164  
FAX (603) 788-4823  
email: reg1@wildlife.nh.gov

### REGION 2

PO Box 417  
New Hampton, NH 03256  
(603) 744-5470  
FAX (603) 744-6302  
email: reg2@wildlife.nh.gov

### REGION 3

225 Main Street  
Durham, NH 03824-4732  
(603) 868-1095  
FAX (603) 868-3305  
email: reg3@wildlife.nh.gov

### REGION 4

15 Ash Brook Court  
Keene, NH 03431  
(603) 352-9669  
FAX (603) 352-8798  
email: reg4@wildlife.nh.gov



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

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council

August 20, 2014  
Page 2 of 2

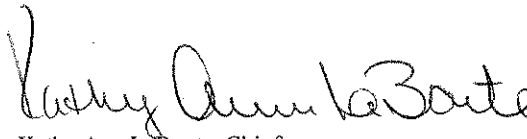
fees to be available for subsequent fiscal years. This allows the Department to address fluctuations in the level of activity based on available riding opportunities, which are based on weather conditions. This request is to appropriate OHRV registration fees allocated to the New Hampshire Fish and Game Department. These funds will enable the Department to continue our enhanced snowmobile safety efforts on a statewide basis and to more effectively address the increased ATV Enforcement issues as part of the Conservation Officers' and Deputy Conservation Officers' assigned duties. Equipment purchases will be for the replacement of Law Enforcement Division motor vehicles for Conservation Officers under a four to six year rotation. An analysis of motor vehicle use for OHRV Enforcement purposes has been conducted for the prior five-year period. Traditionally, the Department has used OHRV funds on a limited basis for the purchase of motor vehicles for Conservation Officers. These unexpended revenues will be used for the purchase of six vehicles to recoup some of the costs that have been expended by the department for activities associated with OHRV Enforcement, Education, and Training purposes. Additionally, the department is planning to purchase snowmobiles and ATVs to replace older and high mileage inventoried equipment.

The increase in overtime, class 018, and personal services-temporary, class 050, is related to overtime for enforcement and part-time costs incurred due to an increase in classes needed to certify youths in OHRV safety programs and costs associated with vacancies in permanent employees.

Respectfully submitted,



Glenn Normandeau  
Executive Director



Kathy Ann LaBonte, Chief  
Business Division

**Fiscal Situation**  
**OHRV Account 20-07500-11830000-009-405928**

Unobligated Balance Forward 07/01/2014	328,305
Total Additions (Revenue Estimate)	4,719,225
Less Operating Budget Appropriations	(4,719,225)
Total	328,305
Ending Balance	328,305
Less Current Request	<u>(250,000)</u>
Ending Balance June 30, 2014	<u>78,305</u>



Over \$1.5 billion to education

GOVERNOR Margaret Wood Hassan  
 CHAIRMAN Debra M. Douglas  
 COMMISSIONER Paul J. Holloway  
 COMMISSIONER Doug Scamman  
 EXECUTIVE DIRECTOR Charles R. McIntyre

September 2, 2014

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

### REQUESTED ACTION

Pursuant to Chapter 143:4, Laws of 2013, authorize the New Hampshire Lottery Commission (Lottery) to offer, in conjunction with the Multi-State Lottery Association (MUSL), and approximately twenty-three other United States based lotteries, a new lottery game to be known as Monopoly Millionaire's Club. The Lottery anticipates offering this game, through existing Lottery retail outlets, beginning October 19, 2014. It is anticipated that thirty-five lotteries will join the game during Fiscal Year 2015.

### EXPLANATION

Monopoly Millionaire's Club is a game that will appeal to players that want a game with a large top prize along with the chance to win a \$1 million prize. A game like this falls between the daily games of Pick 3 and Pick 4 and the super-sized jackpot games of Powerball and Mega Millions, in terms of the product array and player interest. The main selling point of this game is that it will create a significant number of millionaires in the United States, and specifically New Hampshire. This is to address comments provided by players to the lottery during market research where players expressed frustration that only one person may win the extremely large jackpots of Powerball and Mega Millions, which can exceed half a billion dollars. Players have told us that they would like to see a game where more people win a smaller amount, but still a life altering prize.

With the number of lotteries offering the Monopoly Millionaire's Club game collectively, it allows for a greater top prize, more prizes to be won overall and makes it more appealing to a larger group of players. Further, by combining resources, this will keep the expenses of the game low and the prize liability for such a large prize will be shared by the states, based upon each state's sales. We will also share expenses for marketing and promotions, further reducing the operating expenses of the Lottery. We will be using the Monopoly artwork and imaging, which is among the most commonly recognized in the retail industry.



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

Monopoly Millionaire's Club will be a \$5 game, with the top prize starting at \$15 million and growing with sales until it reaches \$25 million. When players purchase a ticket, the lottery terminal will require a player to: choose 5 numbers from 1 to 52, or the lottery terminal will randomly select 5 numbers for the player; and, for the sixth number, the lottery terminal will randomly select 1 number from 1 to 28 numbers. That sixth number corresponds to game board pieces from the traditional Monopoly board game, and this completes the player's wager (both the game piece and the number that game piece represents will be on the ticket). If a player matches all 5 numbers and the game board piece/sixth number, they win the top prize. If no one matches all six numbers, then the top prize rolls and the top prize increases in value.

One of the unique features of Monopoly Millionaire's Club is that when the top prize is won, a significant number of tickets become eligible for a \$1 million dollar prize. On each ticket is a "Millionaire Club Number." Only when the top Prize is won, based upon sales, a certain number of tickets that match the winning Millionaire's Club Number, will win \$1 million. The number of millionaires created will depend on sales, but will never be less than 10 nationally. Since the top prize is capped \$25 million, when that top prize amount is reached, the number of \$1 million prizes will increase dramatically. Sales while the top prize is at \$25 million will now fund additional million dollar prizes.

Another attribute of the game is that players can collect game pieces, and once they have all of the same properties from a traditional "monopoly," they have a set. Each set is worth a specific number of entries into a secondary drawing (based on traditional Monopoly values) where players have the chance to travel to Las Vegas to be on the Monopoly Millionaire's Club television game show. The show is being hosted by Billy Gardell, who is the lead character on the show *Mike & Molly*. To gain entry into the drawings, players will enter a code from their ticket through either a computer or another accessory, which will register their game piece and allow for players to enter without saving their tickets over time. There will be no wagering through a phone or a computer, any use of technology is merely to register the player, register the piece and to show the player the pieces they have entered.

The sale of the Monopoly Millionaire's Club tickets will be through the existing New Hampshire Lottery terminals at all lottery retailers, and the validation will occur at the same retailers for prizes below \$600, and the New Hampshire Lottery Headquarters for prizes greater than \$600. It functions the same as every other lottery ticket sold through a lottery terminal. The rationale behind the game matrix and game design is based upon the Canadian lottery game Lotto Max, which similarly has a top prize that grows only to a certain amount and then is capped so that many others will win large prizes. It has proven tremendously successful in Canada.

On the next page is the prize matrix for the Monopoly Millionaire's Club, which details the prizes won for each prize level. The drawings for this game are scheduled to occur only once weekly, on Friday nights; and the game show is expected to start airing in February of 2015.

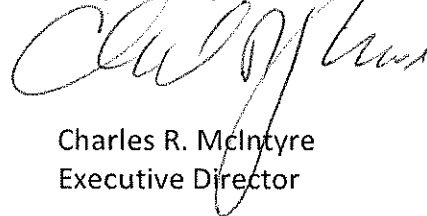
### Winning Play Odds

Prize Level	Matches First Set	Matches Second Set	Prize	Odds (1 in)
1	5	1	Top Prize	72,770,880.0000 for Top Prizes
2	5	0	\$100,000	2,695,217.7778
3	4	1	\$20,000	309,663.3191
4	4	0	\$500	11,469.0118
5	3	1	\$250	6,731.8113
6	2	1	\$25	448.7874
7	3	0	\$20	249.3263
8	1	1	\$10	81.5977
9	0	1	\$7	47.4405
10	2	0	\$5	16.6218
11	Millionaires' Club Prize		\$1 Million	Varies with Sales

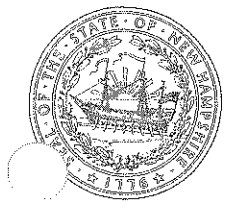
Overall win probability is 1 in 10.0025

Your consideration and approval of this request is appreciated.

Respectfully Submitted,



Charles R. McIntyre  
Executive Director



# State of New Hampshire

FIS 14 159

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

September 4, 2014

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

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

### REQUESTED ACTION

Pursuant to the provisions of Chapter 144:31, Laws of 2013, Transfer Among Accounts and Classes, authorize the Department of Administrative Services to transfer funds in and among accounting units in the amount of \$226,769 and to create three new expenditure classes. The transfers are made up of \$186,165 in general funds, \$13,241 in transfer funds, and \$27,363 in other funds. The adjustments are summarized below and detailed on the attached worksheets. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2015. **Funding Source: 82% General Funds, 6% Transfer Funds, 12% Other Funds**

### SFY 2015

<u>Division</u>	<u>Account</u>	<u>Amount</u>
Office of the Commissioner	13500000 & 13600000	\$ 25,568
Division of Accounting Services	13100000 & 13300000	\$ 10,000
Division of Personnel	10440000	\$ 106,587
Bureau Plant & Property Maintenance	Various	\$ 74,614
Risk Management Unit	29010000	\$ 10,000
Total Department of Administrative Services		<u>\$ 226,769</u>

### EXPLANATION

These transfers reflect adjustments to various expense accounts to address projected expenses in the Department. Expenditure patterns for the past two months of SFY 2015 have been analyzed and taken into consideration when projecting expenditures for the remainder of the fiscal year. Based upon this review, a number of accounts were found to require additional funds, while other accounts were experiencing less than originally anticipated expenditures. This transfer will provide for the continued efficient operation of the Department.

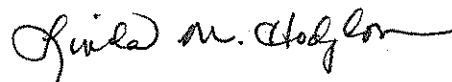
The following is the information specifically required when transfer are requested, in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested actions.

- A. *Justification:* The transfer consists of various payroll related transfers to cover deficits in class 018, overtime, and class 050, part-time salaries, due to budget estimates in areas being lower than anticipated; funds are available to cover these deficits in class 010 full-time salaries, due to vacant positions and budget estimates higher than anticipated. Other areas requiring transfers are higher than anticipated expenditures for class 020, current expenses, class 038, technology software, class 039 telecommunications, class 066, employee training, and class 070 in-state travel; these deficits are being offset by reducing class 022, rental/lease office equipment, class 048 non-contracted maintenance, and class 070 in-state travel, due to lower than anticipated expenses. This transfer establishes three new expenditure lines: class 018, overtime, in Accounting Unit 13300000, Financial Reporting; class 059, temporary full-time, in Accounting Unit 10440000, Personnel Administration; and, class 038, technology software, in Accounting Unit 20300000, Health and Human Services Building; these expenditure lines had not been established in the current budget.
- B. *Does this transfer involve continuing programs or one-time projects?* This transfer involves continuing programs;
- C. *Is this transfer required to maintain existing program levels or will it increase the program level?* This transfer is required to maintain existing program levels;
- D. *Cite any requirements which make this program mandatory.* The programs for the Department are mandated by various state and federal laws;
- E. *Identify the source of funds on all accounts listed on this transfer.* See the attached worksheet for the source of funds for all accounts;
- F. *Will there be any effect on revenue if this transfer is not approved?* There is no anticipated effect on revenue as a result of this transfer;

- G. *Are funds expected to lapse if this transfer is not approved?* It is anticipated that some funds will lapse whether this transfer is approved or not;
- H. *Are personnel services involved?* No positions are being transferred as a result of this request. Transfer of funds into classes 050, part-time salaries, is to support existing budgeted positions and not for the creation of any new positions. The transfer into the Lakes Region Facility class 050 part-time salaries from classes 047, 048, and 103, contracts and maintenance, will support additional part-time salaries; this will replace the existing contracted security services with the Laconia Police Department at a lower cost to the State. Transfers into class 059, temporary full-time salaries from class 010, are to support 2 positions in the Department of Personnel in order to maintain existing program levels. These positions will assist in alleviating the backlog of changes and implementation of the ERP software that was implemented in March 2013.

The Department has conducted a detailed review of every line item in the budget to ensure that available funds are maximized to the greatest degree possible.

Respectfully submitted,



Linda M. Hodgdon  
Commissioner



Co.	Bur/Div	Acct Unit	Description	Class	Class Description	Current Adjusted Authorized	Amount to Transfer	Revised Adj Authorized
0010	1400	13500000	BUDGET OFFICE	010-500100	PERSONAL SERVICES PERM CLAS	745,962	(21,893)	724,069
0010	1400	13500000	BUDGET OFFICE	011-500102	PERSONAL SERVICES UNCLASSIF	109,908		109,908
0010	1400	13500000	BUDGET OFFICE	018-500106	OVERTIME	20,000		20,000
0010	1400	13500000	BUDGET OFFICE	020-500200	CURRENT EXPENSES	27,850		27,850
0010	1400	13500000	BUDGET OFFICE	030-500301	EQUIPMENT NEW REPLACEMENT	250		250
0010	1400	13500000	BUDGET OFFICE	039-500188	TELECOMMUNICATIONS	6,125		6,125
0010	1400	13500000	BUDGET OFFICE	060-500602	BENEFITS	389,567	(1,675)	387,892
0010	1400	13500000	BUDGET OFFICE	066-500543	EMPLOYEE TRAINING	100		100
0010	1400	13500000	BUDGET OFFICE	070-500704	IN STATE TRAVEL REIMBURSEME	600		600
0010	1400	13500000	BUDGET OFFICE	080-500710	OUT OF STATE TRAVEL REIMB	600		600
			<b>TOTAL</b>			<b>1,300,962</b>	<b>-23,568</b>	<b>1,277,394</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>1,300,962</b>	<b>-23,568</b>	<b>1,277,394</b>
0010	1400	13600000	BUSINESS OFFICE	010-500100	PERSONAL SERVICES PERM CLAS	235,818		235,818
0010	1400	13600000	BUSINESS OFFICE	018-500106	OVERTIME	1		1
0010	1400	13600000	BUSINESS OFFICE	020-500200	CURRENT EXPENSES	2,000	2,000	4,000
0010	1400	13600000	BUSINESS OFFICE	022-500255	RENTS-LEASES OTHER THAN STA	2,000	(2,000)	-
0010	1400	13600000	BUSINESS OFFICE	024-500227	MAINT OTHER THAN BUILD-GRN	100		100
0010	1400	13600000	BUSINESS OFFICE	030-500301	EQUIPMENT NEW REPLACEMENT	100		100
0010	1400	13600000	BUSINESS OFFICE	035-583514	SHARED SERVICES SUPPORT	69,996		69,996
0010	1400	13600000	BUSINESS OFFICE	039-500188	TELECOMMUNICATIONS	2,575		2,575
0010	1400	13600000	BUSINESS OFFICE	050-500109	PERSONAL SERVICE TEMP APPOI	1	21,893	21,894
0010	1400	13600000	BUSINESS OFFICE	060-500602	BENEFITS	109,337	1,675	111,012
0010	1400	13600000	BUSINESS OFFICE	066-500543	EMPLOYEE TRAINING	1		1
0010	1400	13600000	BUSINESS OFFICE	070-500704	IN STATE TRAVEL REIMBURSEME	1		1
0010	1400	13600000	BUSINESS OFFICE	080-500710	OUT OF STATE TRAVEL REIMB	1		1
			<b>TOTAL</b>			<b>421,931</b>	<b>23,568</b>	<b>445,499</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>421,931</b>	<b>23,568</b>	<b>445,499</b>
			<b>TOTAL 1400</b>			<b>\$ 1,722,893</b>	<b>\$ -</b>	<b>\$ 1,722,893</b>
0010	1405	13100000	BUREAU OF ACCOUNTING	010-500100	PERSONAL SERVICES PERM CLAS	717,476	(5,000)	712,476
0010	1405	13100000	BUREAU OF ACCOUNTING	018-500106	OVERTIME	0	5,000	5,000
0010	1405	13100000	BUREAU OF ACCOUNTING	020-500200	CURRENT EXPENSES	6,297		6,297
0010	1405	13100000	BUREAU OF ACCOUNTING	039-500188	TELECOMMUNICATIONS	5,325		5,325
0010	1405	13100000	BUREAU OF ACCOUNTING	050-500109	PERSONAL SERVICE TEMP APPOI	28,698		28,698
0010	1405	13100000	BUREAU OF ACCOUNTING	060-500602	BENEFITS	365,262		365,262
0010	1405	13100000	BUREAU OF ACCOUNTING	066-500543	EMPLOYEE TRAINING	100		100

0010	1405	13100000	BUREAU OF ACCOUNTING	070-500704	IN STATE TRAVEL REIMBURSEME	50		50
			<b>TOTAL</b>			<b>1,123,208</b>	<b>0</b>	<b>1,123,208</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>1,123,208</b>	<b>0</b>	<b>1,123,208</b>
0010	1405	13300000	FINANCIAL REPORTING	010-500100	PERSONAL SERVICES PERM CLAS	341,608	(5,000)	336,608
0010	1405	13300000	FINANCIAL REPORTING	011-500102	PERSONAL SERVICES UNCLASSIF	109,975		109,975
0010	1405	13300000	FINANCIAL REPORTING	018-500106	OVERTIME		5,000	5,000
0010	1405	13300000	FINANCIAL REPORTING	020-500200	CURRENT EXPENSES	12,000		12,000
0010	1405	13300000	FINANCIAL REPORTING	022-500255	RENTS-LEASES OTHER THAN STA	650		650
0010	1405	13300000	FINANCIAL REPORTING	026-500251	ORGANIZATIONAL DUES	5,000		5,000
0010	1405	13300000	FINANCIAL REPORTING	039-500188	TELECOMMUNICATIONS	1,750		1,750
0010	1405	13300000	FINANCIAL REPORTING	060-500602	BENEFITS	212,812		212,812
0010	1405	13300000	FINANCIAL REPORTING	070-500704	IN STATE TRAVEL REIMBURSEME	50		50
			<b>TOTAL</b>			<b>683,845</b>	<b>0</b>	<b>683,845</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>683,845</b>	<b>0</b>	<b>683,845</b>
			<b>TOTAL 1405</b>			<b>\$ 1,807,053</b>	<b>\$ -</b>	<b>\$ 1,807,053</b>
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	010-500100	PERSONAL SERVICES PERM CLAS	957,582	(106,587)	850,995
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	011-500102	PERSONAL SERVICES UNCLASSIF	98,555		98,555
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	012-500128	PERSONAL SERVICES UNCLASSIF	74,492		74,492
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	018-500106	OVERTIME	200		200
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	020-500200	CURRENT EXPENSES	9,500		9,500
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	022-500255	RENTS-LEASES OTHER THAN STA	6,000		6,000
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	024-500227	MAINT OTHER THAN BUILD-GRN	225		225
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	026-500251	ORGANIZATIONAL DUES	4,000		4,000
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	030-500301	EQUIPMENT NEW REPLACEMENT	250		250
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	039-500188	TELECOMMUNICATIONS	10,000		10,000
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	050-500109	PERSONAL SERVICE TEMP APPOI	112,294		112,294
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	059-500117	TEMP FULL TIME		106,587	106,587
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	060-500602	BENEFITS	612,959		612,959
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	066-500543	EMPLOYEE TRAINING	100		100
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	070-500704	IN STATE TRAVEL REIMBURSEME	500		500
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	080-500710	OUT OF STATE TRAVEL REIMB	50		50
0010	1410	10440000	PERSONNEL ADMIN - SUPPORT	103-500735	CONTRACTS FOR OP SERVICES	50		50
			<b>TOTAL</b>			<b>1,886,757</b>	<b>0</b>	<b>1,886,757</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>1,551,832</b>		<b>1,551,832</b>
			<b>Total Other Funds</b>	<b>009-407017</b>		<b>334,925</b>		<b>334,925</b>
			<b>TOTAL REVENUES</b>			<b>1,886,757</b>		<b>1,886,757</b>

			<b>TOTAL 1410</b>			\$ 1,886,757	\$ -	\$ 1,886,757
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	010-500100	PERSONAL SERVICES PERM CLAS	366,742		366,742
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	018-500106	OVERTIME	34,122		34,122
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	020-500200	CURRENT EXPENSES	69,404		69,404
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	022-500255	RENTS-LEASES OTHER THAN STA	1,200		1,200
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	023-500210	HEAT ELECTRICITY WATER	2,251,170		2,251,170
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	030-500301	EQUIPMENT NEW REPLACEMENT	25,000		25,000
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	037-500173	TECHNOLOGY-HARDWARE	2,500	-	2,500
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	038-509038	TECHNOLOGY-SOFTWARE		10,070	10,070
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	039-500188	TELECOMMUNICATIONS	7,570		7,570
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	047-500240	OWN FORCES MAINT BUILD-GRN	13,702		13,702
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	048-500226	CONTRACTUAL MAINT BUILD-GRN	358,161	(10,070)	348,091
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	060-500602	BENEFITS	261,797		261,797
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	070-500704	IN STATE TRAVEL REIMBURSEME	251		251
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	103-500736	CONTRACTS FOR OP SERVICES	186,900		186,900
0010	1415	20300000	HEALTH - HUMAN SVCS BLDG	200-509200	BUILDING USE ALLOWANCE	978,886		978,886
			<b>TOTAL</b>			<b>4,557,405</b>	<b>0</b>	<b>4,557,405</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>0</b>		<b>-</b>
			<b>Transfer Other Agencies</b>	<b>various</b>		<b>4,557,405</b>		<b>4,557,405</b>
			<b>TOTAL REVENUES</b>			<b>4,557,405</b>		<b>4,557,405</b>
0010	1415	20930000	61 SOUTH SPRING ST.	010-500100	PERSONAL SERVICES PERM CLAS	30,870	(360)	30,510
0010	1415	20930000	61 SOUTH SPRING ST.	018-500106	OVERTIME	240	360	600
0010	1415	20930000	61 SOUTH SPRING ST.	020-500200	CURRENT EXPENSES	8,658		8,658
0010	1415	20930000	61 SOUTH SPRING ST.	022-500255	RENTS-LEASES OTHER THAN STA	150		150
0010	1415	20930000	61 SOUTH SPRING ST.	023-500210	HEAT ELECTRICITY WATER	96,709		96,709
0010	1415	20930000	61 SOUTH SPRING ST.	030-500301	EQUIPMENT NEW REPLACEMENT	3,200		3,200
0010	1415	20930000	61 SOUTH SPRING ST.	039-500188	TELECOMMUNICATIONS	1,500		1,500
0010	1415	20930000	61 SOUTH SPRING ST.	047-500240	OWN FORCES MAINT BUILD-GRN	1,802		1,802
0010	1415	20930000	61 SOUTH SPRING ST.	048-500226	CONTRACTUAL MAINT BUILD-GRN	34,714		34,714
0010	1415	20930000	61 SOUTH SPRING ST.	060-500602	BENEFITS	23,239		23,239
0010	1415	20930000	61 SOUTH SPRING ST.	070-500704	IN STATE TRAVEL REIMBURSEME	150		150
0010	1415	20930000	61 SOUTH SPRING ST.	103-500736	CONTRACTS FOR OP SERVICES	25,590		25,590
0010	1415	20930000	61 SOUTH SPRING ST.	200-509200	BUILDING USE ALLOWANCE	51,000		51,000
			<b>TOTAL</b>			<b>277,822</b>	<b>0</b>	<b>277,822</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>0</b>		<b>-</b>
			<b>Transfer Other Agencies</b>	<b>various</b>		<b>277,822</b>		<b>277,822</b>
			<b>TOTAL REVENUES</b>			<b>277,822</b>		<b>277,822</b>

0010	1415	20970000	SPAULDING HALL	010-500100	PERSONAL SERVICES PERM CLAS	51,755		51,755
0010	1415	20970000	SPAULDING HALL	018-500106	OVERTIME	2,000	2,000	4,000
0010	1415	20970000	SPAULDING HALL	020-500200	CURRENT EXPENSES	4,089		4,089
0010	1415	20970000	SPAULDING HALL	022-500255	RENTS-LEASES OTHER THAN STA	100		100
0010	1415	20970000	SPAULDING HALL	023-500210	HEAT ELECTRICITY WATER	63,209		63,209
0010	1415	20970000	SPAULDING HALL	030-500301	EQUIPMENT NEW REPLACEMENT	1,600		1,600
0010	1415	20970000	SPAULDING HALL	039-500188	TELECOMMUNICATIONS	450		450
0010	1415	20970000	SPAULDING HALL	048-500226	CONTRACTUAL MAINT BUILD-GRN	45,247	(2,000)	43,247
0010	1415	20970000	SPAULDING HALL	050-500109	PERSONAL SERVICE TEMP APPOI	44,303		44,303
0010	1415	20970000	SPAULDING HALL	060-500602	BENEFITS	47,784		47,784
0010	1415	20970000	SPAULDING HALL	103-500736	CONTRACTS FOR OP SERVICES	4,825		4,825
0010	1415	20970000	SPAULDING HALL	200-509200	BUILDING USE ALLOWANCE	51,975		51,975
			<b>TOTAL</b>			<b>317,337</b>	<b>0</b>	<b>317,337</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>0</b>	<b>-</b>	<b>-</b>
			<b>Transfer Other Agencies</b>	<b>various</b>		<b>317,337</b>		<b>317,337</b>
			<b>TOTAL REVENUES</b>			<b>317,337</b>		<b>317,337</b>
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	010-500100	PERSONAL SERVICES PERM CLAS	330,652		330,652
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	018-500106	OVERTIME	14,722		14,722
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	020-500200	CURRENT EXPENSES	66,120		66,120
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	022-500255	RENTS-LEASES OTHER THAN STA	278		278
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	023-500210	HEAT ELECTRICITY WATER	458,462		458,462
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	024-500227	MAINT OTHER THAN BUILD-GRN	752		752
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	030-500301	EQUIPMENT NEW REPLACEMENT	28,225		28,225
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	039-500188	TELECOMMUNICATIONS	4,228		4,228
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	047-500240	OWN FORCES MAINT BUILD-GRN	3,840		3,840
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	048-500226	CONTRACTUAL MAINT BUILD-GRN	194,835	(478)	194,357
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	050-500109	PERSONAL SERVICE TEMP APPOI	103,494		103,494
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	060-500602	BENEFITS	280,067		280,067
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	070-500704	IN STATE TRAVEL REIMBURSEME	122	478	600
0010	1415	29510000	DEPT OF SAFETY / DMV FACILITY	103-500736	CONTRACTS FOR OP SERVICES	42,775		42,775
			<b>TOTAL</b>			<b>1,528,572</b>	<b>0</b>	<b>1,528,572</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>0</b>	<b>-</b>	<b>-</b>
			<b>Transfer Other Agencies</b>	<b>various</b>		<b>1,528,572</b>		<b>1,528,572</b>
			<b>TOTAL REVENUES</b>			<b>1,528,572</b>		<b>1,528,572</b>
0010	1415	59130000	FIXED & MOBILE ASSETS	010-500100	PERSONAL SERVICES PERM CLAS	259,990		259,990
0010	1415	59130000	FIXED & MOBILE ASSETS	020-500200	CURRENT EXPENSES	1,600	380	1,980
0010	1415	59130000	FIXED & MOBILE ASSETS	026-500251	ORGANIZATIONAL DUES	1		1

0010	1415	59130000	FIXED & MOBILE ASSETS	037-500173	TECHNOLOGY-HARDWARE	1		1
0010	1415	59130000	FIXED & MOBILE ASSETS	038-509038	TECHNOLOGY-SOFTWARE	1		1
0010	1415	59130000	FIXED & MOBILE ASSETS	039-500188	TELECOMMUNICATIONS	900	270	1,170
0010	1415	59130000	FIXED & MOBILE ASSETS	050-500109	PERSONAL SERVICE TEMP APPOI	1		1
0010	1415	59130000	FIXED & MOBILE ASSETS	060-500602	BENEFITS	130,794		130,794
0010	1415	59130000	FIXED & MOBILE ASSETS	066-500543	EMPLOYEE TRAINING	0	250	250
0010	1415	59130000	FIXED & MOBILE ASSETS	070-500704	IN STATE TRAVEL REIMBURSEME	2,000	(900)	1,100
0010	1415	59130000	FIXED & MOBILE ASSETS	080-500712	OUT OF STATE TRAVEL REIMB	1		1
0010	1415	59130000	FIXED & MOBILE ASSETS	103-500736	CONTRACTS FOR OP SERVICES	376,872		376,872
			<b>TOTAL</b>			<b>772,161</b>	<b>0</b>	<b>772,161</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>422,301</b>	<b>-</b>	<b>422,301</b>
			<b>Transfer Other Agencies</b>	<b>various</b>		<b>284,092</b>	<b>-</b>	<b>284,092</b>
			<b>Total Agency Income</b>	<b>various</b>		<b>65,768</b>	<b>-</b>	<b>65,768</b>
			<b>TOTAL REVENUES</b>			<b>772,161</b>	<b>-</b>	<b>772,161</b>
0010	1415	59640000	DUBE BUILDING	023-500210	HEAT ELECTRICITY WATER	23,000		23,000
0010	1415	59640000	DUBE BUILDING	047-500240	OWN FORCES MAINT BUILD-GRN	6,288		6,288
0010	1415	59640000	DUBE BUILDING	048-500226	CONTRACTUAL MAINT BUILD-GRN	4,611		4,611
0010	1415	59640000	DUBE BUILDING	050-500109	PERSONAL SERVICE TEMP APPOI	4,000	(4,000)	-
0010	1415	59640000	DUBE BUILDING	060-500602	BENEFITS	306	(306)	-
			<b>TOTAL</b>			<b>38,205</b>	<b>-4,306</b>	<b>33,899</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>38,205</b>	<b>-4,306</b>	<b>33,899</b>
0010	1415	53200000	LAKES REGION CAMPUS	020-500200	CURRENT EXPENSES	7,050		7,050
0010	1415	53200000	LAKES REGION CAMPUS	022-500255	RENTS-LEASES OTHER THAN STA	250		250
0010	1415	53200000	LAKES REGION CAMPUS	023-500210	HEAT ELECTRICITY WATER	113,385		113,385
0010	1415	53200000	LAKES REGION CAMPUS	030-500311	EQUIPMENT NEW REPLACEMENT	2,000		2,000
0010	1415	53200000	LAKES REGION CAMPUS	039-500188	TELECOMMUNICATIONS	2,500		2,500
0010	1415	53200000	LAKES REGION CAMPUS	047-500240	OWN FORCES MAINT BUILD-GRN	12,505	(10,000)	2,505
0010	1415	53200000	LAKES REGION CAMPUS	048-500226	CONTRACTUAL MAINT BUILD-GRN	79,663	(35,000)	44,663
0010	1415	53200000	LAKES REGION CAMPUS	050-500109	PERSONAL SERVICE TEMP APPOI	26,918	55,000	81,918
0010	1415	53200000	LAKES REGION CAMPUS	060-500602	BENEFITS	2,060	4,306	6,366
0010	1415	53200000	LAKES REGION CAMPUS	070-500704	IN STATE TRAVEL REIMBURSEME	200		200
0010	1415	53200000	LAKES REGION CAMPUS	103-500736	CONTRACTS FOR OP SERVICES	23,700	(10,000)	13,700
			<b>TOTAL</b>			<b>270,231</b>	<b>4,306</b>	<b>274,537</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>270,231</b>	<b>4,306</b>	<b>274,537</b>
0010	1415	78860000	PURCHASING ADMINISTRATION	010-500100	PERSONAL SERVICES PERM CLAS	767,551	(1,500)	766,051
0010	1415	78860000	PURCHASING ADMINISTRATION	018-500106	OVERTIME	3,000		3,000

0010	1415	78860000	PURCHASING ADMINISTRATION	020-500200	CURRENT EXPENSES	10,450		10,450
0010	1415	78860000	PURCHASING ADMINISTRATION	024-500227	MAINT OTHER THAN BUILD-GRN	200		200
0010	1415	78860000	PURCHASING ADMINISTRATION	026-500251	ORGANIZATIONAL DUES	1,200		1,200
0010	1415	78860000	PURCHASING ADMINISTRATION	030-500311	EQUIPMENT NEW REPLACEMENT	1,599		1,599
0010	1415	78860000	PURCHASING ADMINISTRATION	039-500188	TELECOMMUNICATIONS	5,200		5,200
0010	1415	78860000	PURCHASING ADMINISTRATION	050-500109	PERSONAL SERVICE TEMP APPOI	0	1,500	1,500
0010	1415	78860000	PURCHASING ADMINISTRATION	060-500602	BENEFITS	394,448		394,448
0010	1415	78860000	PURCHASING ADMINISTRATION	066-500543	EMPLOYEE TRAINING	300		300
0010	1415	78860000	PURCHASING ADMINISTRATION	070-500704	IN STATE TRAVEL REIMBURSEME	100		100
0010	1415	78860000	PURCHASING ADMINISTRATION	080-500710	OUT OF STATE TRAVEL REIMB	1		1
0010	1415	78860000	PURCHASING ADMINISTRATION	103-500736	CONTRACTS FOR OP SERVICES	5,700		5,700
			<b>TOTAL</b>			<b>1,189,749</b>	<b>0</b>	<b>1,189,749</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>1,109,727</b>	<b>-</b>	<b>1,109,727</b>
			<b>Total Agency Income</b>	<b>various</b>		<b>80,022</b>		<b>80,022</b>
			<b>TOTAL REVENUES</b>			<b>1,189,749</b>		<b>1,189,749</b>
			<b>TOTAL 1415</b>			<b>\$ 8,951,482</b>	<b>\$ -</b>	<b>\$ 8,951,482</b>
0010	1435	29010000	RISK MANAGEMENT UNIT	010-500100	PERSONAL SERVICES PERM CLAS	635,817	(10,000)	625,817
0010	1435	29010000	RISK MANAGEMENT UNIT	011-500102	PERSONAL SERVICES UNCLASSIF	94,166		94,166
0010	1435	29010000	RISK MANAGEMENT UNIT	018-500106	OVERTIME	0	10,000	10,000
0010	1435	29010000	RISK MANAGEMENT UNIT	020-500200	CURRENT EXPENSES	4,510		4,510
0010	1435	29010000	RISK MANAGEMENT UNIT	026-500251	ORGANIZATIONAL DUES	425		425
0010	1435	29010000	RISK MANAGEMENT UNIT	030-500311	EQUIPMENT NEW REPLACEMENT	500		500
0010	1435	29010000	RISK MANAGEMENT UNIT	039-500188	TELECOMMUNICATIONS	4,300		4,300
0010	1435	29010000	RISK MANAGEMENT UNIT	060-500602	BENEFITS	367,063		367,063
0010	1435	29010000	RISK MANAGEMENT UNIT	066-500543	EMPLOYEE TRAINING	250		250
0010	1435	29010000	RISK MANAGEMENT UNIT	070-500704	IN STATE TRAVEL REIMBURSEME	1,000		1,000
0010	1435	29010000	RISK MANAGEMENT UNIT	080-500710	OUT OF STATE TRAVEL REIMB	1		1
0010	1435	29010000	RISK MANAGEMENT UNIT	103-500736	CONTRACTS FOR OP SERVICES	500		500
0010	1435	29010000	RISK MANAGEMENT UNIT	210-500756	BONDING INSURANCE	6,500		6,500
0010	1435	29010000	RISK MANAGEMENT UNIT	211-500757	CATASTROPHIC CASUALTY INS	355,000		355,000
			<b>TOTAL</b>			<b>1,470,032</b>	<b>0</b>	<b>1,470,032</b>
			<b>REVENUES</b>					
			<b>Total General Funds</b>	<b>010-000010</b>		<b>290,559</b>	<b>-</b>	<b>290,559</b>
			<b>Total Agency Income</b>	<b>various</b>		<b>1,179,473</b>	<b>-</b>	<b>1,179,473</b>
			<b>TOTAL REVENUES</b>			<b>1,470,032</b>	<b>-</b>	<b>1,470,032</b>
			<b>TOTAL 1435</b>			<b>\$ 1,470,032</b>	<b>\$ -</b>	<b>\$ 1,470,032</b>



**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  
July 31, 2014

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

**REQUESTED ACTION**

Pursuant to Chapter 144:95, Laws of 2013 authorize the Department of Transportation to establish various non-budgeted classes in various accounting units and to transfer \$177,500 within Turnpike Fund accounting units and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2015, as follows:

04-096-096-961017-70220000	Current Budget FY 2015	Requested Change	Revised Budget FY 2015
<b>Turnpikes Administration - Support</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$1,737,471	\$0	\$1,737,471
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	121,447	(5,000)	116,447
022 500255 Rents-Leases Other than State	6,300	0	6,300
023 500291 Heat, Electricity, Water	9,654	0	9,654
024 500225 Maint Other than Bldg-Grnds	115,540	(90,000)	25,540
026 500251 Membership Fees	50,000	0	50,000
029 500290 Intra Agency Transfers	3,048,424	0	3,048,424
030 500311 Equipment	38,872	0	38,872
035 500000 Shared Services Support	46,301	0	46,301
037 500171 Technology Hardware	17,600	0	17,600
038 500175 Technology Software	40,000	50,000	90,000
039 500188 Telecommunications	46,368	40,000	86,368
040 500800 Indirect Costs	250,000	0	250,000
046 500463 Eng Consultants Non-Benefits	512,486	0	512,486
047 500240 Own Forces Maint - Bldg	9,566	0	9,566
048 500226 Contract Maint Bldgs & Grnds	30,237	0	30,237
049 500294 Transfers To Agencies	130,000	0	130,000
050 500109 Personal Services - Temporary	80,748	0	80,748
060 500601 Benefits	1,161,341	0	1,161,341
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	800	0	800
080 500710 Out of State Travel	12,000	0	12,000
103 500741 Contracts for Operational Svc	10,834	0	10,834
255 500949 Cost of Issuing Bonds	750,000	0	750,000
403 500878 Audit	110,000	0	110,000
404 500880 Intra-Indirect Costs	2,761,576	0	2,761,576
Total	\$11,234,265	\$0	\$11,234,265
<b>Source of Funds</b>			
<b>Revenue:</b>			
000017 Turnpike Fund	\$11,234,265	\$0	\$11,234,265

04-096-096-961017-70270000	Current Budget FY 2015	Requested Change	Revised Budget FY 2015
<b>Central NH Tpk Maintenance</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$997,950	\$0	\$997,950
017 500147 FT Employees Special Pay	29,400	0	29,400
018 500106 Overtime	391,145	0	391,145
019 500105 Holiday Pay	8,500	0	8,500
020 500200 Current Expense	1,178,462	(45,000)	1,133,462
022 500255 Rents-Leases Other than State	680,577	0	680,577
023 500291 Heat, Electricity, Water	292,003	0	292,003
024 500225 Maint Other than Bldg-Grnds	7,634	0	7,634
030 500311 Equipment	583,470	0	583,470
039 500188 Telecommunications	15,678	0	15,678
047 500240 Own Forces Maint	153,656	0	153,656
048 500226 Contract Maint Bldgs & Grnds	170,233	0	170,233
050 500109 Personal Services – Temp	89,383	0	89,383
060 500601 Benefits	811,911	0	811,911
068 500563 Remuneration	3,000	0	3,000
070 500704 In-State Travel	7,800	0	7,800
103 500741 Contracts for Operational Svc	72,446	0	72,446
400 500871 Construction Repair Material	0	45,000	45,000
Total	\$5,493,248	\$0	\$5,493,248
<b>Source of Funds</b>			
<b>Revenue:</b>			
000017 Turnpike Fund	\$5,452,103	\$0	\$5,452,103
009-403669 Sponsorship Fee	41,145	0	41,145
Total	\$5,493,248	\$0	\$5,493,248

04-096-096-961017-70320000	Current Budget FY 2015	Requested Change	Revised Budget FY 2015
<b>East NH Tpk Blue Star Maintenance</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$480,543	\$0	\$480,543
017 500147 FT Employees Special Pay	13,440	0	13,440
018 500106 Overtime	165,000	0	165,000



019 500105 Holiday Pay	5,150	0	5,150
020 500200 Current Expense	573,516	(4,500)	569,016
022 500255 Rents-Leases Other than State	304,748	0	304,748
023 500291 Heat, Electricity, Water	94,170	0	94,170
024 500225 Maint Other than Bldg-Grnds	4,732	0	4,732
030 500311 Equipment	112,432	0	112,432
037 500168 Technology Hardware	2,200	0	2,200
039 500188 Telecommunications	3,571	0	3,571
047 500240 Own Forces Maint	3,806	0	3,806
048 500226 Contract Maint Bldgs & Grnds	75,893	0	75,893
050 500109 Personal Services – Temp	38,775	0	38,775
060 500601 Benefits	416,698	0	416,698
068 500563 Remuneration	3,000	0	3,000
070 500704 In-State Travel	3,100	0	3,100
103 500741 Contracts for Operational Svc	61,550	0	61,550
400 500871 Construction Repair Material	3,505	4,500	8,005
Total	\$2,365,829	\$0	\$2,365,829
<b>Source of Funds</b>			
<b>Revenue:</b>			
000017 Turnpike Fund	\$2,365,829	\$0	\$2,365,829

04-096-096-961017-70370000	Current Budget FY 2015	Requested Change	Revised Budget FY 2015
<b>East NH Tpk Spaulding Maintenance</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$403,181	\$0	\$403,181
017 500147 FT Employees Special Pay	12,600	0	12,600
018 500106 Overtime	144,000	0	144,000
019 500105 Holiday Pay	7,600	0	7,600
020 500200 Current Expense	421,613	(33,000)	388,613
022 500255 Rents-Leases Other than State	115,900	0	115,900
023 500291 Heat, Electricity, Water	80,901	0	80,901
024 500225 Maint Other than Bldg-Grnds	5,353	0	5,353
030 500311 Equipment	410,862	0	410,862
037 500168 Technology Hardware	2,185	0	2,185
039 500188 Telecommunications	1,418	0	1,418
047 500240 Own Forces Maint	2,161	0	2,161
048 500226 Contract Maint Bldgs & Grnds	84,127	0	84,127
050 500109 Personal Services – Temp	31,726	0	31,726
060 500601 Benefits	261,987	0	261,987
068 500563 Remuneration	3,000	0	3,000
070 500704 In-State Travel	2,100	0	2,100
103 500741 Contracts for Operational Svc	65,959	0	65,959
400 500871 Construction Repair Material	9,375	33,000	42,375
Total	\$2,066,048	\$0	\$2,066,048
<b>Source of Funds</b>			
<b>Revenue:</b>			
000017 Turnpike Fund	\$2,066,048	\$0	\$2,066,048

## 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 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 024 Decrease Maintenance Other than Buildings & Grounds by \$90,000. This transfer is due to software maintenance expenditures and installation of fiber optic cable expenditures included in Classes 038 and 039 instead of Class 024 and to cover higher than expected telecommunications expenses. This transfer will align expenditures to the proper class line per accounting policy.
- Class 038 Increase Technology Software by \$50,000. This transfer will align expenditures to the proper class line per accounting policy.
- 
- Class 039 Increase Telecommunications by \$40,000. This transfer will allow final installation of Fiber Optic Cable at the Hooksett Administrative Building to increase network speed, recommended by the Department of Information Technology. This transfer will also allow payment of higher than expected telecommunication expenses in the proper class.
- 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 2015. This transfer will align expenditures to the proper class line per accounting policy.

### NH Turnpike Central Maintenance (7027) – 99.3% Turnpike Funds, 0.7% Agency Income

- Class 020 Decrease Current Expense by \$45,000. This transfer is due to guardrail repair expenditures budgeted 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 7027 for Contractual Guardrail Repairs for the repair of guardrail damaged during motor vehicle accidents in the amount of \$45,000. The contractual repairs were budgeted under Class 020 Current Expense in Fiscal Year 2015. This transfer will align expenditures to the proper class line per accounting policy.

### East NH Turnpike Blue Star Maintenance (7032) – 100% Turnpike Funds

- Class 020 Decrease Current Expense by \$4,500. This transfer is due to guardrail repair expenditures budgeted 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 Contractual Guardrail Repairs for the repair of guardrail damaged during motor vehicle accidents in the amount of \$4,500. The contractual repairs were budgeted under Class 020 Current Expense in Fiscal Year 2015. This transfer will align expenditures to the proper class line per accounting policy.

**East NH Turnpike Spaulding Maintenance (7037) – 100% Turnpike Funds**

- Class 020 Decrease Current Expense by \$33,000. This transfer is due to guardrail repair expenditures budgeted 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 Contractual Guardrail Repairs for the repair of guardrail damaged during motor vehicle accidents in the amount of \$33,000. The contractual repairs were budgeted under Class 020 Current Expense in Fiscal Year 2015. This transfer will align expenditures to the proper class line per accounting policy.

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

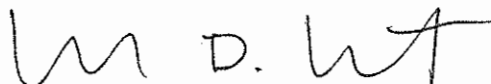
1. Does transfer involve continuing programs or one-time projects?  
Transfers are for continuing programs.
2. Is this transfer required to maintain existing program level or will it increase program level?  
Transfers are to maintain existing program levels (no increase in program level).

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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: Turnpike 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?  
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

FIS 14 136



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

Division of Aeronautics, Rail and Transit
August 28, 2014

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

REQUESTED ACTION

Pursuant to Chapter 144:95, Laws of 2013, authorize the Department of Transportation to establish a non-budgeted class and to transfer \$172,980 between Accounts effective upon Fiscal Committee and Governor and Council approval through June 30, 2015.

Table with 4 columns: Account Number, Modified Budget SFY 2015, Requested Change SFY 2015, Revised Budget SFY 2015. Rows include Public Transportation Expenses: 010 500100 Personal Services-Permanent, 018 500106 Overtime, 020 500200 Current Expense, 022 500255 Rents-Leases Other than State, 024 500225 Maintenance Other than Buildings/Grounds, 026 500251 Organizational Dues, 029 500290 Intra-Agency Transfers, 030 500311 Equipment New Replacement, 035 509035 Shared Services Support, 037 500174 Technology-Hardware, 038 500177 Technology-Software, 039 500180 Telecommunications, 040 500800 Indirect Costs, 046 500463 Consultants, 048 500226 Contractual Maint Build-Ground, 057 500535 Books Periodicals Subscriptions, 060 500601 Benefits, 066 500546 Employee Training.

04-096-096-964010-2916	Modified Budget SFY 2015	Requested Change SFY 2015	Revised Budget SFY 2015
067 500557 Training of Providers	\$90,000	\$0	\$90,000
070 500704 In-State Travel Reimbursement	500	0	500
072 500575 Grants Federal	19,911,374	(155,980)	19,755,394
073 500581 Grants Non Federal	100,000	0	100,000
081 509081 Out of State Travel Fed Reimb	3,000	0	3,000
103 502664 Contracts for Operational Services	300,000	0	300,000
400 500869 Construction Repair Materials	0	6,000	6,000
404 500880 Intra-Indirect Costs	2,436	0	2,436
Total	\$22,090,925	\$0	\$22,090,925
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 404622 Federal Funds	\$21,877,088	\$0	\$21,877,088
005 402759 Private Local Funds	101,385	0	101,385
000 000010 General Funds	112,452	0	112,452
Total	\$22,090,925	\$0	\$22,090,925

### EXPLANATION

The Department requests authorization to transfer budgeted account funds among the various accounts in order to pay for services incurred in meeting the State's transportation demands. Specific explanations relating to the Department's spending requests are as follows:

#### Public Transportation (2916) – 99.03% Federal Funds, 0.46% Private Local Funds, 0.51 General

- Class 024 Increase Maintenance Other than Buildings/Grounds by \$17,000. This transfer is to pay for maintenance for vehicles and buses which are owned by DOT for Boston Express's use. This transfer will align expenditures to the proper class line per accounting policy.
- Class 30 Increase Equipment New Replacement by \$65,000. This transfer is to pay for anticipated upgrades to Portsmouth Transportation Center's security camera (CCTV) system as well a replacement bus shelter at the Epping Park & Ride. This transfer will align expenditures to the proper class line per accounting policy.
- Class 37 Increase Technology-Hardware by \$40,000. This transfer is to pay for anticipated upgrades to Portsmouth Transportation Center's security camera (CCTV) system as well as computer equipment for Bureau of Rail & Transit staff. This transfer will align expenditures to the proper class line per accounting policy.
- Class 38 Increase Technology-Software by \$35,000. This transfer is to pay for anticipated upgrades to Portsmouth Transportation Center's security camera (CCTV) system as well as new computer software for Bureau of Rail & Transit personnel. This transfer will align expenditures to the proper class line per accounting policy.

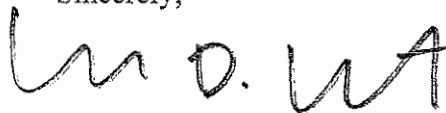
- Class 040 Increase Indirect Costs by \$8,980. This transfer is to fund the latest Statewide Cost Allocation Plan. This transfer will align expenditures to the proper class line per accounting policy.
- Class 048 Decrease Contractual Maint Buildings/Grounds by \$17,000. This transfer will align expenditures to the proper class line per accounting policy.
- Class 066 Increase Employee Training by \$1,000. This transfer is to pay for in-state training such as that provided by the Bureau of Education and Training. This transfer will align expenditures to the proper class line per accounting policy.
- Class 072 Decrease Grants Federal by \$155,980. This transfer will align expenditures to the proper class line per accounting policy.
- Class 400 Increase Construction Repair Materials by \$6,000. This transfer is to pay for capital facilities repairs and improvements. This transfer will align expenditures to the proper class line per accounting policy.

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.
3. Cite any requirements, which make this program necessary.  
RSA 21-L:2, in part, establishes that the Department will be responsible for planning, developing, and maintaining a state transportation network. This transfer will facilitate the accomplishment of this responsibility.
4. Identify the source of funds on all accounts listed on this transfer.  
Source of funds is Federal Funds, Private Local Funds, and General 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?  
No.
7. Are personal services involved?  
The transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.  
Commissioner

01201 Date 08/01/14  
Time 07:35

Statement of Appropriations by Office

Fiscal Year 2015

Periods From 1 to 1 Page 7  
Period Beg 07/01/14 End 07/31/14

Company 0010 General Fund  
Agency 086 TRANSPORTATION DEPT OF  
Organization 2916 PUBLIC TRANSPORTATION

BUR/DIV 9640 AERONAUT RAIL & TRANSIT FND 10  
SUB-ORG 061 PUBLIC TRANSPORTATION  
ACCT UNIT 29160000

Class	Appropriation	Est Revenue	Expenditures	Revenue	Encumbrances	Transfers	Lapsed	Bal Fwd	Available	Rate
000	FEDERAL FUNDS 0.00	15,564,159.00-	0.00	543,569.58-	0.00	0.00	0.00	6,312,928.89-	22,420,657.47-	0.00
005	PRIVATE LOCAL FUNDS 0.00	100,000.00-	0.00	0.00	0.00	0.00	0.00	1,385.37-	101,385.37-	0.00
010	PERSONAL SERVICES PERM CLAS 118,895.00	0.00	24,336.60-	0.00	0.00	0.00	0.00	0.00	294,558.40	.07
018	OVERTIME 3,000.00	0.00	331.34-	0.00	0.00	3,000.00	0.00	0.00	5,568.66	.05
020	CURRENT EXPENSES 5,600.00	0.00	187.58	0.00	0.00	0.00	0.00	0.00	5,787.58	.03
022	RENTS-LEASES OTHER THAN STA 400.00	0.00	0.00	0.00	254.45-	0.00	0.00	0.00	45.55	.08
024	MAINT OTHER THAN BUILD-CRN 0.00	0.00	72,364.56-	0.00	148,427.44-	0.00	0.00	220,792.00	0.00	1.00
026	ORGANIZATIONAL DUES 7,600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,600.00	0.00
029	INTRA-AGENCY TRANSFERS 9,060.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,060.00	0.00
030	EQUIPMENT NEW REPLACEMENT 2,500.00	0.00	0.00	0.00	54,980.00-	100,000.00	0.00	0.00	48,420.00	.52
035	SHARED SERVICES SUPPORT 4,538.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,538.00	0.00
039	TELECOMMUNICATIONS 3,900.00	0.00	160.87-	0.00	0.00	0.00	0.00	0.00	3,739.13	.04
040	INDIRECT COSTS 6,020.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,020.00	0.00
046	CONSULTANTS 2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00
048	CONTRACTUAL MAINT BUILD-CRN 0.00	0.00	0.00	0.00	16,697.20-	30,000.00	0.00	806,510.59	819,813.39	.01
057	BOOKS PERIODICALS SUBSCRIPT 100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00

GL201 Date 08/01/14  
Time 07:35

Statement of Appropriations by Office

Fiscal Year 2015

Periods From 1 to 1  
Period Beg 07/01/14 End 07/31/14 Page 8

Company 0010 General Fund  
Agency 096 TRANSPORTATION DEPT OF  
Organization 2916 PUBLIC TRANSPORTATION

BUR/DIV 9640 AIRCRAFT RAIL & TRANSIT FND 10  
Sub-Org 001 PUBLIC TRANSPORTATION  
Acct Unit 29160000

Class	Appropriation	Est Revenue	Expenditures	Revenue	Encumbrances	Transfers	Lapsed	Bal. Fwd	Available Rate
060	BENEFITS 159,640.00	0.00	11,833.79-	0.00	0.00	0.00	0.00	0.00	147,806.21 .07
067	TRAINING OF PROVIDERS 90,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90,000.00 0.00
070	IN STATE TRAVEL REIMBURSEME 500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00 0.00
072	GRANTS FEDERAL 15,000,000.00	0.00	405,814.95-	0.00	4,940,940.95-	433,000.00-	0.00	5,344,374.34	14,564,618.44 .26
073	GRANTS NON FEDERAL 100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00 0.00
081	OUT OF STATE TRAVEL FED REI 3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00 0.00
103	CONTRACTS FOR OP SERVICES 0.00	0.00	0.00	0.00	0.00	300,000.00	0.00	0.00	300,000.00 0.00
404	INTRA INDIRECT COSTS 2,436.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,436.00 0.00
***Sub-Org***	15,719,249.00	15,664,159.00-	514,654.53-	543,569.58-	5,160,500.04-	0.00	0.00	57,362.67	6,106,271.48-
***Organization***	15,719,249.00	15,664,159.00-	514,654.53-	543,569.58-	5,160,500.04-	0.00	0.00	57,362.67	6,106,271.48-





THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.  
COMMISSIONER

JEFF BRILLHART, P.E.  
ASSISTANT COMMISSIONER

August 27, 2014  
Division of Project Development

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

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

**REQUESTED ACTION**

Pursuant to Chapter 144:95, Laws of 2013, authorize the Department of Transportation to establish various non-budgeted classes in various accounting units and to transfer \$349,466 between various accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2015.

04-096-096-960215-3001	Current Budget FY2015	Requested Change	Revised Budget FY2105
<b>Division of Finance</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$1,662,449	\$0	\$1,662,449
018 500106 Overtime	13,999	20,000	33,999
020 500200 Current Expense	195,431	(44,500)	150,931
022 500255 Rents-Leases Other than State	122,738	0	122,738
024 500225 Maint Other than Build-Grn	30,530	0	30,530
030 500301 Equipment New Replacement	400	1,500	1,900
037 500174 Technology-Hardware	1,000	2,500	3,500
038 500175 Technology-Software	1,000	2,500	3,500
039 500180 Telecommunications	14,200	0	14,200
050 500109 Personal Services-Temp	0	35,000	35,000
060 500601 Benefits	944,143	0	944,143
066 500543 Employee Training	0	2,500	2,500
068 500561 Remuneration	5,000	3,000	8,000
069 500567 Promotional Marketing Exp	89,000	(22,500)	66,500
070 500704 In-State Travel Reimbursement	125	0	125
Total	\$3,080,015	\$0	\$3,080,015

<b>Source of Funds</b>			
<b>Revenue:</b>			
004-409151 Federal Funds	\$1,030,355	\$0	\$1,030,355
009-405698 Agency Income	65,344	0	65,344
000-000015 Highway Funds	1,984,316	0	1,984,316
Total	\$3,080,015	\$0	\$3,080,015

	<b>Current Budget FY2015</b>	<b>Requested Change</b>	<b>Revised Budget FY2015</b>
<b>04-096-096-963515-3054</b>			
<b>Consolidated Federal</b>			
<b>Expenses:</b>			
018 500106 Overtime	\$206,771	\$0	\$206,771
020 500200 Current Expense	104,439	0	104,439
022 500255 Rents-Leases Other than State	23,969	0	23,969
023 500291 Heat, Electricity, Water	89,496	0	89,496
024 500225 Maint. Other than Building-Grn	258,909	0	258,909
026 500251 Organizational Dues	110,250	0	110,250
030 500311 Equipment	257,022	0	257,022
038 500177 Technology – Software	56,168	125,200	181,368
039 500180 Telecommunications	2,975	0	2,975
046 500463 Consulting	61,791,696	0	61,791,696
049 500294 Transfer to Other State Agencies	121,410	0	121,410
050 500109 Personal Services-Temp	357,643	0	357,643
060 500601 Benefits	69,443	0	69,443
066 500545 Employee Training	19,266	0	19,266
070 500704 In-State Travel	269,795	0	269,795
080 500710 Out of State Travel	43,041	0	43,041
102 500734 Contracts for Program Services	20,000	0	20,000
103 502664 Contracts for Op Services	1,050,000	0	1,050,000
400 500870 Construction-Repairs & Materials	252,299,494	(125,200)	252,174,294
401 500877 Land Interest	89,723,365	0	89,723,365
Total	\$406,875,152	\$0	\$406,875,152
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 409151 Federal Funds	\$392,793,446	\$0	\$392,793,446
005 402851 Private Local Funds	1,226,915		1,226,915
009 401771 Agency Income	89,008		89,008
000 000015 Highway Fund	12,765,783		12,765,783
Total	\$406,875,152	\$0	\$406,875,152

<b>04-096-096-962015-3033</b>	<b>Current Budget FY2015</b>	<b>Requested Change</b>	<b>Revised Budget FY2015</b>
<b>Bridge Design Bureau</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$2,170,363	\$0	\$2,170,363
018 500106 Overtime	75,000	0	75,000
020 500200 Current Expense	18,250	0	18,250
022 500255 Rents-Leases Other than State	3,812	0	3,812
026 500251 Organizational Dues	30,000	(30,000)	0
030 500301 Equipment New Replacement	9,600	0	9,600
038 500175 Technology - Software	8,900	30,000	38,900
039 500180 Telecommunications	11,500	0	11,500
050 500109 Personal Services – Temp	15,000	0	15,000
057 500535 Books Periodicals Subscription	4,000	0	4,000
060 500601 Benefits	1,145,425	0	1,145,425
070 500704 In-State Travel Reimbursement	250	0	250
400 500870 Construction Repair	1,190	0	1,190
Total	\$3,493,290	\$0	\$3,493,290
<b>Source of Funds</b>			
<b>Revenue:</b>			
000-409151 Federal Funds	\$1,161,720	\$0	\$1,161,720
009-405698 Agency Income	72,611	0	72,611
009-405699 Agency Income	296,471	0	296,471
000-000015 Highway Funds	1,962,488	0	1,962,488
Total	\$3,493,290	\$0	\$3,493,290

<b>04-096-096-962015-3034</b>	<b>Current Budget FY2015</b>	<b>Requested Change</b>	<b>Revised Budget FY2015</b>
<b>Materials and Research Bureau</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$2,781,067	\$0	\$2,781,067
017 500147 FT Employees Special Payments	1,680	0	1,680
018 500106 Overtime	125,000	0	125,000
019 500105 Holiday Pay	1,000	0	1,000
020 500200 Current Expense	28,174	57,550	85,724
022 500255 Rents-Leases Other than State	3,728	0	3,728
024 500225 Maint Other than Build-Grn	1,350	18,150	19,500
028 500000 Transfers to General Service	189,382	0	189,382
030 500311 Equipment New Replacement	35,300	0	35,300
037 500174 Technology- Hardware	1,500	0	1,500
038 500175 Technology – Software	3,400	0	3,400
039 500180 Telecommunications	19,100	0	19,100
046 500464 Consultants	0	21,000	21,000
050 500109 Personal Services – Temp	18,000	0	18,000

057 500535 Books Periodicals Subscription	3,200	4,300	7,500
060 500601 Benefits	1,617,648	0	1,617,648
070 500704 In-State Travel Reimbursement	23,000	(9,360)	13,640
Total	\$4,852,529	\$91,640	\$4,944,169
<b>Source of Funds</b>			
<b>Revenue:</b>			
000 409151 Federal Funds	\$3,539,329	\$0	\$3,539,329
009 405698 Agency Income	110,711	0	110,711
009 405699 Agency Income	424,230	0	424,230
000 000015 Highway Funds	778,259	91,640	869,899
Total	\$4,852,529	\$91,640	\$4,944,169

<b>04-096-096-960315-5031</b>	<b>Current Budget FY2015</b>	<b>Requested Change</b>	<b>Revised Budget FY2015</b>
<b>Office of Stewardship and Compliance</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$384,939	\$0	\$384,939
018 500106 Overtime	1,500	0	1,500
020 500200 Current Expense	4,770	(766)	4,004
026 500251 Organizational Dues	885	0	885
030 500301 Equipment New Replacement	200	0	200
037 500174 Technology- Hardware	500	0	500
039 500180 Telecommunications	7,000	0	7,000
060 500601 Benefits	172,416	0	172,416
066 500543 Employee Training	250	766	1,016
070 500704 In-State Travel Reimbursement	100	0	100
Total	\$572,560	\$0	\$572,560
<b>Source of Funds</b>			
<b>Revenue:</b>			
000-000015 Highway Funds	\$572,560	\$0	\$572,560
Total	\$572,560	\$0	\$572,560

<b>04-096-096-960515-3009</b>	<b>Current Budget FY2015</b>	<b>Requested Change</b>	<b>Revised Budget FY2015</b>
<b>Traffic Bureau</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$2,964,523	\$0	\$2,964,523
017 500147 FT Employees Special Payments	4,199	0	4,199
018 500106 Overtime	310,000	0	310,000
019 500105 Holiday Pay	500	0	500
020 500200 Current Expense	4,406,062	0	4,406,062
022 500255 Rents-Leases Other than State	8,787	0	8,787
023 500291 Heat Electricity Water	292,900	0	292,900

024 500225 Maint Other than Build-Grn	59,029	0	59,029
030 500311 Equipment New Replacement	107,184	0	107,184
037 500174 Technology- Hardware	0	3,000	3,000
038 500175 Technology-Software	0	2,000	2,000
039 500180 Telecommunications	30,150	0	30,150
047 500240 Own Forces Maint Build-Grn	15,510	0	15,510
048 500226 Contractual Maint Build-Grn	96,096	0	96,096
050 500109 Personal Services – Temp	41,962	0	41,962
057 500535 Books Periodicals Subscription	0	2,000	2,000
059 500117 Temp Full Time	42,113	0	42,113
060 500601 Benefits	1,819,282	0	1,819,282
066 500543 Employee Training	3,470	0	3,470
070 500704 In-State Travel Reimbursement	16,000	17,000	33,000
103 500103 Contracts for Op Services	66,000	(24,000)	42,000
Total	\$10,283,767	\$0	\$10,283,767
<b>Source of Funds</b>			
<b>Revenue:</b>			
000-409151 Federal Funds	\$4,625,207	\$0	\$4,625,207
004-403631 Intra Agency Transfers	477,817	0	477,817
007-402193 Agency Income	27,800	0	27,800
009-405698 Agency Income	178,663	0	178,663
000-000015 Highway Funds	4,974,280	0	4,974,280
Total	\$10,283,767	\$0	\$10,283,767

<b>04-096-096-962015-3021</b>	<b>Current Budget FY2015</b>	<b>Requested Change</b>	<b>Revised Budget FY2015</b>
<b>Transportation Planning Bureau</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$1,748,455	\$0	\$1,748,455
018 500106 Overtime	45,000	0	45,000
020 500200 Current Expense	12,300	(1,500)	10,800
022 500255 Rents-Leases Other than State	2,621	0	2,621
038 500175 Technology – Software	85,500	0	85,500
039 500180 Telecommunications	11,500	0	11,500
050 500109 Personal Services – Temp	0	1,500	1,500
060 500601 Benefits	951,308	0	951,308
070 500704 In-State Travel Reimbursement	300	0	300
Total	\$2,856,984	\$0	\$2,856,984
<b>Source of Funds</b>			
<b>Revenue:</b>			
000-409151 Federal Funds	\$864,234	\$0	\$864,234
009-405698 Agency Income	57,331	0	57,331
009-405699 Agency Income	220,586	0	220,586
000-000015 Highway Funds	1,714,833	0	1,714,833
Total	\$2,856,984	\$0	\$2,856,984

04-096-096-962015-3035	Current Budget FY 2014	Requested Change	Revised Budget
<b>Construction Bureau</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Perm	\$5,960,074	\$0	\$5,960,074
018 500106 Overtime	700,000	0	700,000
019 500105 Holiday Pay	22,999	0	22,999
020 500200 Current Expense	30,500	0	30,500
022 500255 Rents-Leases Other than State	10,748	0	10,748
024 500225 Maint Other than Build-Grn	2,000	0	2,000
030 500301 Equipment New Replacement	26,000	0	26,000
037 500174 Technology- Hardware	247	0	247
038 500175 Technology - Software	1,000	0	1,000
039 500180 Telecommunications	19,000	0	19,000
050 500109 Personal Services – Temp	511,011	(91,640)	419,371
057 500535 Books Periodicals Subscription	2,000	0	2,000
060 500601 Benefits	3,475,579	0	3,475,579
070 500704 In-State Travel Reimbursement	250,000	0	250,000
102 500734 Contracts for Program Service	3,000	0	3,000
Total	\$11,014,158	(\$91,640)	\$10,922,518
<b>Source of Funds</b>			
<b>Revenue:</b>			
000-409151 Federal Funds	\$4,592,212	\$0	\$4,592,212
009-405698 Agency Income	227,012	0	227,012
009-405699 Agency Income	875,406	0	875,406
000-000015 Highway Funds	5,319,528	(91,640)	5,227,888
Total	\$11,014,158	(\$91,640)	\$10,922,518

### EXPLANATION

The Department requests authorization to transfer budgeted account funds among the various accounts in order to pay for services to accomplish and meet the State's transportation demands. Specific explanations relating to the Department's spending requests are as follows:

#### **Division of Finance (3001) 33.45% Federal Funds, 2.12% Agency Income and 64.43% Highway Funds**

- Class 018      Increase Overtime by \$20,000 to assist in the scanning of invoices, matching and auditing spreadsheets, payroll, year end, provide full-time vacancy coverage, fielding calls and other associated duties. It is anticipated that there is sufficient funding for associated benefits.
- Class 020      Decrease Current Expenses by \$44,500. Expenditures in this class will be managed to accommodate this request.
- Class 030      Increase Equipment New Replacement by \$1,500 to purchase two chairs needed as a result of the recent approval by the Division of Personnel of the reclassifications of existing vacant DOT staff and for the replacement of a troubled printer.

- Class 037 Increase Technology-Hardware by \$2,500 to purchase six scanners to enhance productivity and improve efficiencies of Finance operations.
- Class 038 Increase Technology-Software by \$2,500 for continued use of BNA Fixed Asset software license.
- Class 050 Increase Personal Services-Temp by \$35,000. Transfer is required for continued funding of three approved and authorized part-time positions. It is anticipated that there is sufficient funding for associated benefits.
- Class 066 Increase Employee Training by \$2,500 to upgrade and advance staff knowledge and proficiencies relative to automated spreadsheet skills. Improved skills in this area will improve efficiencies and enhance reporting techniques in both process and timeliness.
- Class 068 Increase Remuneration by \$3,000 to fund increases in year to date small claims paid over estimated budgeted funds.
- Class 069 Decrease Promotional Marketing Expense by \$22,500. Funds are available in this class as a result of year to date construction advertising lower than estimated budget.

**Consolidated Federal (3054) 96.54% Federal Funds, 0.30% Private Local Funds, 0.02% Agency Income and 3.14% Highway Funds**

- Class 038 Increase Technology – Software by \$125,200 to align appropriation to correct class to pay \$100,200 for maintenance of Intelligent Transportation System (ITS) software and \$25,000 for AASHTOWare Safety Analyst Site License.
- Class 400 Decrease Construction-Repairs and Materials by \$125,200 to align appropriation to correct class to pay \$100,200 for maintenance of Intelligent Transportation System (ITS) software and \$25,000 for AASHTOWare Safety Analyst Site License.

**Bridge Design Bureau (3033) 33.25% Federal Funds, 10.57% Agency Income, 56.18% Highway Funds**

- Class 026 Decrease Organizational dues by \$30,000 to align appropriation to correct class for AASHTOWare software access for PONTIS.
- Class 038 Increase Technology – Software by \$30,000 to align appropriation to correct class for AASHTOWare software access for PONTIS.

**Materials and Research Bureau (3034) – 72.94% Federal Funds, 11.02% Agency Income, 16.04% Highway Funds**

- Class 020 Increase Current Expenses by \$57,550. These costs were originally budgeted as participating Federal funds, it is now determined however, there is no federal funding and instead will be funded with Highway funds. No new funds are requested.
- Class 024 Increase Maintenance Other Than Building and Grounds by \$18,150. These costs were originally budgeted as participating Federal funds, it is now determined however, there is no federal funding and instead will be funded with Highway funds. No new funds are requested.

- Class 046 Increase Consultants by \$21,000. These costs were originally budgeted as participating Federal funds, it is now determined however, there is no federal funding and instead will be funded with Highway funds. No new funds are requested.
- Class 057 Increase Books Periodicals Subscriptions by \$4,300. These costs were originally budgeted as participating Federal funds, it is now determined however, there is no federal funding and instead will be funded with Highway funds. No new funds are requested.
- Class 070 Decrease In-State Travel Reimbursement by \$9,360 as requirements will be closely monitored and managed to provide funding for the requested transfer.

**Office of Stewardship and Compliance (5031) 100% Highway Funds**

- Class 020 Decrease Current Expenses by \$766. Expenditures in this class will be managed to accommodate this request.
- Class 066 Increase Employee Training by \$766 to purchase Safe Training DVDs and for the increased cost of NHDES Hazardous Waste Certification training.

**Traffic Bureau (3009) 44.98% Federal Funds; 48.37% Highway Funds; 4.65% Intra-Agency Transfers and 2.00% Agency Income.**

- Class 037 Increase Technology-Hardware by \$3,000 to provide upgrades to existing equipment (drives, monitors, memory, etc).
- Class 038 Increase Technology-Software by \$2,000 to purchase Corel Draw software upgrade for design of highway signs now available after budgeted estimates.
- Class 057 Increase Books Periodicals Subscriptions by \$2,000 to provide for the purchase of books, manuals, and journals that will update sign specifications to current national standards.
- Class 070 Increase In-State Travel Reimbursement by \$17,000 to cover additional travel expense required by the existing Pavement Marking traffic control program to locate crews throughout the state based on weather conditions and equipment availability. This transfer will enhance productivity of crews at locations throughout the state.
- Class 103 Decrease Contracts for Op Services by \$24,000. Actual trash removal contract is less than estimated budgeted funds.

**Transportation Planning Bureau (3021) 30.25% Federal Funds; 9.73% Agency Income and 60.02% Highway Funds.**

- Class 020 Decrease Current Expenses by \$1,500. These costs were originally budgeted as participating Federal funds, it is now determined however, there is no federal funding and instead will be funded with Highway funds. No new funds are requested.
- Class 050 Increase Personal Services-Temp by \$1,500. These costs were originally budgeted as participating Federal funds, it is now determined however, there is no federal funding and instead will be funded with Highway funds. No new funds are requested. The position has been



previously authorized and approved. It is anticipated that there is sufficient funding for associated benefits.

**Construction Bureau (3035) 41.69% Federal Funds, 10.01% Agency income, 48.30% Highway Funds**

Class 050      Decrease Personal Services - Temporary by \$91,640. The need for temporary employees is less as a result of reduced need for temporary field inspectors on construction projects.

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

1. Does transfer involve continuing programs or one-time projects?  
Transfers are for continuing programs (not one-time).
2. Is this transfer required to maintain existing program level or will it increase program level?  
Transfers are to maintain existing program levels (no increase in program level).
3. Cite any requirements, which make this program necessary.  
RSA 21-L:2, in part, establishes that the Department will be responsible for planning, developing, and maintaining a state transportation network. This transfer will facilitate the accomplishment of this responsibility.
4. Identify the source of funds on all accounts listed on this transfer.  
Source of funds is Agency Income, Federal Funds, Private Local Funds and Highway Funds.
5. Will there be any effect on revenue if this transfer is approved or disapproved?  
This transfer will have no effect on revenue.
6. Are funds expected to lapse if this transfer is not approved?  
Should funds lapse as a result of not approving this request for project funding, such funds will lapse to their respective account fund balances.
7. Are personal services involved?  
The transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.  
Commissioner

Item #	Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established		Comments
								Full-Time	Part-Time	
Note: This summary does not include additional federal American Recovery and Reinvestment Act (ARRA) revenues.										
<b>FISCAL YEAR 2014</b>										
13-165	July'13	Adjutant General's Department	RSA 14:30-a, VI	-	585,000	-	585,000	-	-	
		<b>Adjutant General's Department Total</b>		-	585,000	-	585,000	-	-	
13-163	July'13	Agriculture, Markets and Food, Department of	RSA 14:30-a, VI	-	156,342	-	156,342	-	-	
13-269	Jan'14	Agriculture, Markets and Food, Department of	RSA 14:30-a, VI	-	224,025	-	224,025	-	-	
		<b>Agriculture, Markets and Food, Department of Total</b>		-	380,367	-	380,367	-	-	
14-015	Feb'14	Board of Pharmacy	RSA 14:30-a, VI	-	-	368,871	368,871	1	-	Establishes a temporary full-time position in class 59
		<b>Board of Pharmacy Total</b>		-	-	368,871	368,871	1	-	
14-028	March'13	Cultural Resources, Department of	RSA 14:30-a, VI	-	-	114,625	114,625	-	-	Provides approval for establishing consultant
14-029	March'13	Cultural Resources, Department of	RSA 14:30-a, VI	-	697,919	-	697,919	-	3	Establishes 3 temporary part-time positions in class 50
		<b>Cultural Resources, Department of Total</b>		-	697,919	114,625	812,544	-	3	
14-026	March'13	Education, Department of	RSA 14:30-a, VI	-	4,222,476	-	4,222,476	3	1	Establishes 3 temporary full time positions in class 59 and 1 temporary part-time position in class 50
14-026	Apr'13	Education, Department of	RSA 14:30-a, VI	-	-	150,000	150,000	-	-	
		<b>Education, Department of Total</b>		-	4,222,476	150,000	4,372,476	3	1	
13-192	July'13	Energy and Planning	RSA 14:30-a, VI	-	-	200,000	200,000	-	-	
13-223	Oct'13	Energy and Planning	RSA 14:30-a, VI	-	-	200,000	200,000	-	-	
13-286	Jan'14	Energy and Planning	RSA 14:30-a, VI	-	-	99,501	99,501	-	-	
		<b>Energy and Planning Total</b>		-	-	499,501	499,501	-	-	
13-239	Nov'13	Environmental Services, Department of	RSA 14:30-a, VI	-	182,262	-	182,262	-	-	
13-245	Nov'13	Environmental Services, Department of	RSA 14:30-a, VI	-	-	1,250,000	1,250,000	-	-	
13-246	Nov'13	Environmental Services, Department of	RSA 14:30-a, VI	-	-	22,316,661	22,316,661	5	-	Funds are from account held by Justice. See FIS 13-257 for Justice portion of this transaction. FIS 14-126 transferred \$60,900 between several class lines, no increase in funds.
14-087	June'14	Environmental Services, Department of	RSA 14:30-a, VI	-	-	10,000,000	10,000,000	-	-	
		<b>Environmental Services, Department of Total</b>		-	182,262	33,566,661	33,748,923	5	-	
14-022	March'13	DHHS - Division of Children, Youth and Families	RSA 14:30-a, VI	-	422,249	-	422,249	-	-	
		<b>DHHS - Division of Children, Youth and Families Total</b>		-	422,249	-	422,249	-	-	
14-102	June'14	DHHS - Division of Child Support Services	RSA 14:30-a, VI	-	1,100,000	-	1,100,000	-	-	
		<b>DHHS - Division of Child Support Services Total</b>		-	1,100,000	-	1,100,000	-	-	

Item #	Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established	Comments
13-295	Jan'14	DHHS - Division of Client Services	RSA 14:30-a, VI	-	9,544,393	-	9,544,393		
		<b>DHHS - Division of Client Services Total</b>		-	9,544,393	-	9,544,393	-	-
13-224	Oct'13	DHHS - Division of Community Based Care	RSA 14:30-a, VI	-	353,203	-	353,203		
13-256	Nov'13	DHHS - Division of Community Based Care	RSA 14:30-a, VI	-	414,964	-	414,964		
13-290	Jan'14	DHHS - Division of Community Based Care	RSA 14:30-a, VI	-	198,000	-	198,000		
14-088	June'14	DHHS - Division of Community Based Care	RSA 14:30-a, VI	-	5,005,000	5,000,000	10,005,000		
		<b>DHHS - Division of Community Based Care Total</b>		-	5,971,167	5,000,000	10,971,167	-	-
13-232	Oct'13	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	168,941	-	168,941		
13-233	Oct'13	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	219,533	-	219,533		
14-019	Feb'14	DHHS - Division of Public Health Services	RSA 14:30-a, VI	-	313,717	-	313,717		Provides approval for establishing consultant
		<b>DHHS - Division of Public Health Services Total</b>		-	702,191	-	702,191	-	-
13-296	Jan'14	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	-	36,211	36,211		
13-297	Jan'14	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	-	22,046	22,046		
13-298	Jan'14	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	421,538	259,945	681,483		
14-013	Feb'14	DHHS - Office of the Commissioner	RSA 14:30-a, VI	-	70,952	-	70,952		
14-110	June'14	DHHS - Office of the Commissioner	Ch 3:7, II, Laws of 2014	-	(121,658)	(24,124)	(145,782)		
14-111	June'14	DHHS - Office of the Commissioner	Ch 3:7, II, Laws of 2014	-	(582,416)	(228,463)	(810,879)		
14-112	June'14	DHHS - Office of the Commissioner	Ch 3:7, II, Laws of 2014	-	(420,716)	5,727,890	5,307,174		
		<b>DHHS - Office of the Commissioner Total</b>		-	(632,300)	5,793,605	5,161,305	-	-
13-294	Jan'14	DHHS - Office of Human Services	RSA 14:30-a, VI	-	722,837	-	722,837		
		<b>DHHS - Office of Human Services Total</b>		-	722,837	-	722,837	-	-
13-247	Nov'13	Insurance, Department of	RSA 14:30-a, VI	-	2,318,181	-	2,318,181		Provides approval for establishing consultant
		<b>Insurance, Department of Total</b>		-	2,318,181	-	2,318,181	-	-
13-291	Jan'14	Information Technology, Department of	RSA 14:30-a, VI	-	254,995	-	254,995		Provides approval for establishing consultant
14-080	June'14	Information Technology, Department of	RSA 14:30-a, VI	-	-	700,000	700,000		
		<b>Information Technology, Department of Total</b>		-	254,995	700,000	954,995	-	-
13-186	July'13	Justice, Department of	RSA 14:30-a, VI	-	91,014	-	91,014		
14-035	March'13	Justice, Department of	RSA 14:30-a, VI	-	-	300,000	300,000		
14-057	Apr'13	Justice, Department of	RSA 14:30-a, VI	-	119,820	-	119,820	1	Establishes an attorney position
		<b>Justice, Department of Total</b>		-	210,834	300,000	510,834	1	-
14-009	Feb'14	Police Standards and Training Council	RSA 14:30-a, VI	-	323,284	-	323,284		
		<b>Police Standards and Training Council Total</b>		-	323,284	-	323,284	-	-
14-056	Apr'13	Public Utilities Commission	RSA 14:30-a, VI	-	-	7,500,000	7,500,000		
		<b>Public Utilities Commission Total</b>		-	-	7,500,000	7,500,000	-	-
13-167	July'13	Resources & Economic Development	RSA 14:30-a, VI	-	84,772	-	84,772		
13-170	Sept'13	Resources & Economic Development	RSA 14:30-a, VI	-	3,009,272	-	3,009,272		
13-200	Sept'13	Resources & Economic Development	RSA 14:30-a, VI	-	205,800	-	205,800		
13-254	Nov'13	Resources & Economic Development	RSA 14:30-a, VI	-	-	9,100,000	9,100,000		DES accepted federal grant and assigned it directly to entity acquiring the conservation easement.

Item #	Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established	Comments
14-081	June'14	Resources & Economic Development	RSA 14:30-a, VI	-	-	2,563,000	2,563,000		DES accepted federal grant and assigned it directly to entity acquiring the conservation easement.
		<b>Resources &amp; Economic Development Total</b>		-	3,299,844	11,663,000	14,962,844	-	-
13-177	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	9,543,746	-	9,543,746		
13-178	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	3,271,590	-	3,271,590		
13-179	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	532,223	-	532,223		
13-180	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	811,162	-	811,162		
13-181	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	5,636,571	-	5,636,571		
13-188	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	982,455	-	982,455		
13-189	Sept'13	Safety, Department of	RSA 14:30-a, VI	-	284,000	-	284,000		
13-217	Oct'13	Safety, Department of	RSA 14:30-a, VI	-	7,500,000	-	7,500,000		
13-225	Oct'13	Safety, Department of	RSA 14:30-a, VI	-	360,599	-	360,599		Provides approval for establishing consultant
13-236	Oct'13	Safety, Department of	RSA 14:30-a, VI	-	202,241	-	202,241		
13-280	Jan'14	Safety, Department of	RSA 14:30-a, VI	-	879,887	-	879,887		Provides approval for establishing consultant
13-287	Jan'14	Safety, Department of	RSA 14:30-a, VI	-	706,724	-	706,724		
14-001	Feb'14	Safety, Department of	RSA 14:30-a, VI	-	-	149,081	149,081		Provides approval for establishing consultant
14-034	March'13	Safety, Department of	RSA 14:30-a, VI	-	-	955,095	955,095		Provides approval for establishing consultant
14-089	June'14	Safety, Department of	RSA 14:30-a, VI	-	-	149,080	149,080		Provides approval for establishing consultant
		<b>Safety, Department of Total</b>		-	30,711,198	1,253,256	31,964,454	-	-
13-194	Sept'13	Transportation, Department of	RSA 14:30-a, VI	-	-	887,233	887,233		
14-036	March'13	Transportation, Department of	RSA 14:30-a, VI	-	-	624,755	624,755		Provides approval for establishing consultant
14-045	Apr'13	Transportation, Department of	RSA 14:30-a, VI	-	-	110,000	110,000		
14-103	June'14	Transportation, Department of	RSA 14:30-a, VI	-	2,950,000	-	2,950,000		
14-104	June'14	Transportation, Department of	RSA 14:30-a, VI	-	-	5,200,000	5,200,000		
14-105	June'14	Transportation, Department of	RSA 14:30-a, VI	-	-	6,030,440	6,030,440		
		<b>Transportation, Department of Total</b>		-	2,950,000	12,852,428	15,802,428	-	-
		<b>FY 2014 Total</b>		-	<b>63,966,897</b>	<b>79,761,947</b>	<b>143,728,844</b>	<b>10</b>	<b>4</b>

ADDITIONAL REVENUES - BIENNIUM ENDING JUNE 30, 2015  
Fiscal Committee Approvals Through Meeting of 07/25/14

Item #	Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established	Comments
<b>FISCAL YEAR 2015</b>									
14-119	July 14	Administrative Services, Department of	RSA 14:30-a, VI	-	-	105,670	105,670		
		<b>Administrative Services, Department of Total</b>		-	-	105,670	105,670	-	-
		<b>FY 2015 Total</b>		-	-	105,670	105,670	-	-

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
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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			
<b>FISCAL YEAR 2009</b>												
09-124	April'09	Education, Department of	RSA 14:30-a, VI	50,000	-	50,000		-	-		-	
09-130	April'09	Education, Department of	RSA 14:30-a, VI	50,000	-	50,000		-	-		-	
09-131	April'09	Education, Department of	RSA 14:30-a, VI	1,000,000	-	1,000,000		-	-		-	
09-135	April'09	Education, Department of	RSA 14:30-a, VI	1,001,406	-	1,001,406		-	-	1	12/31/2011	1,001
09-187	May'09	Education, Department of	RSA 14:30-a, VI	50,000	-	50,000		-	-		-	
09-188	May'09	Education, Department of	RSA 14:30-a, VI	-	224,945	224,945	funds received from Labor-Workforce Opportunity Council	1	1	6/30/2011	-	
		<b>Education, Department of Total</b>		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	
		<b>Employment Security, Office of Total</b>		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	
		<b>Environmental Services, Department of Total</b>		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	
		<b>DHHS-Division for Children, Youth &amp; Families Total</b>		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	
		<b>DHHS-Division of Community-Based Care Total</b>		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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Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
09-191	May'09	DHHS-Medicaid and Business Policy	Ch 263.28,II, L'07	111,277	-	111,277		-	-		111
		<b>DHHS-Medicaid and Business Policy Total</b>		<b>20,487,604</b>	<b>-</b>	<b>20,487,604</b>		<b>-</b>	<b>-</b>		<b>20,469</b>
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
		<b>Labor, Department of Total</b>		<b>5,091,855</b>	<b>-</b>	<b>5,091,855</b>		<b>-</b>	<b>-</b>		<b>5,091</b>
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		-	-		-
		<b>Office of Economic Stimulus Total</b>		<b>34,066,514</b>	<b>-</b>	<b>34,066,514</b>		<b>5</b>	<b>-</b>		<b>15,700</b>
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)
		<b>Office of Energy &amp; Planning Total</b>		<b>5,243,725</b>	<b>-</b>	<b>5,243,725</b>		<b>2</b>	<b>-</b>		<b>2,006</b>
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		-	-		-
		<b>Transportation, Department of Total</b>		<b>141,340,556</b>	<b>-</b>	<b>141,340,556</b>		<b>-</b>	<b>-</b>		<b>135,744</b>
		<b>FY 2009 Total</b>		<b>\$ 311,025,528</b>	<b>\$ 224,945</b>	<b>\$ 311,250,473</b>		<b>28</b>	<b>16</b>		<b>\$ 281,578</b>
<b>FISCAL YEAR 2010</b>											
09-229	Jun'09	Adjutant General	RSA 14:30-a, VI	5,081,000	-	5,081,000		-	-		5,076
		<b>Adjutant General Total</b>		<b>5,081,000</b>	<b>-</b>	<b>5,081,000</b>		<b>-</b>	<b>-</b>		<b>5,076</b>
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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Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
10-046	Feb'10	Administrative Services, Department of	RSA 14:30-a, VI	-	5,387	5,387	funds received from Office of Energy & Planning	-	1	6/30/2011	-
		<b>Administrative Services, Department of Total</b>		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
		<b>Cultural Resources, Department of Total</b>		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
		<b>Education, Department of Total</b>		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
		<b>Employment Security, Office of Total</b>		217,500	-	217,500					218
09-245	Jul'09	Environmental Services, Department of	RSA 14:30-a, VI	500,000	-	500,000		-	-		500



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Item #	Meeting	Department	Chapter / RSA	Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
									Full-Time	Part-Time		
09-312	Sept'09	Environmental Services, Department of	RSA 14:30-a, VI		1,800,000	-	1,800,000	FIS 12-055 transfers \$38,000 between class lines	-	-		-
09-313	Sept'09	Environmental Services, Department of	RSA 14:30-a, VI		2,523,000	-	2,523,000		-	-		-
10-111	April'10	Environmental Services, Department of	RSA 14:30-a, VI		-	400,000	400,000	funds received from Office of Energy & Planning	-	-		-
10-114	April'10	Environmental Services, Department of	RSA 14:30-a, VI		-	-	-	reallocation of ARRA funds accepted in FY 2009 (09-184)	-	-		214
10-196	Jun'10	Environmental Services, Department of	RSA 14:30-a, VI		127,394	-	127,394		-	-		127
		<b>Environmental Services, Department of Total</b>			<b>4,950,394</b>	<b>400,000</b>	<b>5,350,394</b>					<b>841</b>
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.	-	-		-
		<b>DHHS-Division of Behavioral Health Total</b>			<b>120,696</b>	<b>-</b>	<b>120,696</b>					<b>-</b>
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	-	-		-
		<b>DHHS-Division for Children, Youth &amp; Families Total</b>			<b>3,734,786</b>	<b>-</b>	<b>3,734,786</b>					<b>1,623</b>
09-241	Jul'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		2,306,161	-	2,306,161		-	-		2,306
09-251	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		9,203,266	-	9,203,266	item also includes additional \$9,212 of federal funds for audit fund set-aside	-	-		-
09-252	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		430,735	-	430,735		-	-		431
09-253	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		21,357,094	-	21,357,094		-	-		18,473
09-253	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		28,070,516	-	28,070,516		-	-		28,042
09-254	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		17,073,509	-	17,073,509	item also includes additional \$17,074 of federal funds for audit fund set-aside	-	-		-
09-255	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		1,719,042	-	1,719,042	item also includes additional \$1,721 of federal funds for audit fund set-aside	-	-		-

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									Full-Time	Part-Time		
09-256	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II,	L'09	546,892	-	546,892	item also includes additional \$547 of federal funds for audit fund set-aside	-	-		-
09-257	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II,	L'09	948,874	-	948,874	item also includes additional \$959 of federal funds for audit fund set-aside	-	-		-
09-297	Sept'09	DHHS-Division of Community-Based Care	Ch 144:39,II,	L'09	4,687,400	-	4,687,400	item also includes additional \$4,692 of federal funds for audit fund set-aside	-	-		-
09-298	Sept'09	DHHS-Division of Community-Based Care	Ch 144:39,II,	L'09	1,946,832	-	1,946,832	item also includes additional \$1,949 of federal funds for audit fund set-aside	-	-		-
09-326	Sept'09	DHHS-Division of Community-Based Care	Ch 144:39,II,	L'09	700,700	-	700,700		-	-		700
09-394	Dec'09	DHHS-Division of Community-Based Care	Ch 144:39,II,	L'09	1,001,000	-	1,001,000		-	-		1,000
10-093	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II,	L'09	197,460	-	197,460	item also includes additional \$198 of federal funds for audit fund set-aside	-	-		-
10-094	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II,	L'09	498,521	-	498,521	item also includes additional \$499 of federal funds for audit fund set-aside	-	-		-
10-102	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II,	L'09	5,861,751	-	5,861,751	item also includes additional \$707,868 of other federal funds, and increases audit fund set-aside by \$6,196.	-	-		-
10-103	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II,	L'09	3,427,217	-	3,427,217	item also includes additional \$3,427,217 of other federal funds, and increases audit fund set-aside by \$3,539.	-	-		-

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									Full-Time	Part-Time		
10-104	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		1,363,092	-	1,363,092	Item also includes additional \$1,365,819 of other federal funds, and increases audit fund set-aside by \$2,727.	-	-		-
		<b>DHHS-Division of Community-Based Care Total</b>			101,340,062	-	101,340,062					50,952
09-244	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II, L'09		3,762,500	-	3,762,500		-	-		3,763
09-294	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II, L'09		588,478	-	588,478		-	-		-
10-127	May'10	DHHS-Division of Family Assistance	Ch 144:39,II, L'09		3,654	-	3,654		-	-		2
		<b>DHHS-Division of Family Assistance Total</b>			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.	-	-		-
		<b>DHHS-Medicaid Business and Policy Total</b>			46,711,499	-	46,711,499					44,824
10-090	Mar'10	DHHS-Office of Improvement, Integrity, & Info.	Ch 144:39,II, L'09		182,379	-	182,379		-	-		182
		<b>DHHS-Office of Improvement, Integrity, &amp; Info. Total</b>			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
		<b>DHHS-Division of Public Health Services Total</b>			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	-	-		-
		<b>Information Technology, Department of Total</b>			-	50,800	50,800					-
09-225	Jun'09	Justice, Department of	RSA 14:30-a, VI		366,780	-	366,780		-	-		366
09-226	Jun'09	Justice, Department of	RSA 14:30-a, VI		60,301	-	60,301		-	-		60

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								Full-Time	Part-Time		
09-227	Jun'09	Justice, Department of	RSA 14:30-a, VI	2,396,463	-	2,396,463	FIS 12-215 extends end date from 2/28/13 to 6/30/13; FIS 13-154 reallocates funds between accounts	3	-	6/30/2012	2,395
09-228	Jun'09	Justice, Department of	RSA 14:30-a, VI	704,906	-	704,906		-	-		704
10-038	Feb'10	Justice, Department of	RSA 14:30-a, VI	98,000	-	98,000	FIS 11-111 extends end date to April 30, 2012	-	1	4/30/2012	-
		<b>Justice, Department of Total</b>		<b>3,626,450</b>	<b>-</b>	<b>3,626,450</b>					<b>3,525</b>
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
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
		<b>Labor, Department of Total</b>		<b>1,415,655</b>	<b>-</b>	<b>1,415,655</b>					<b>1,416</b>
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	
		<b>Office of Economic Stimulus Total</b>		<b>1,497,587</b>	<b>-</b>	<b>1,497,587</b>					<b>19,932</b>
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	FIS 14-048 transfers \$34,204 between class lines	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
		<b>Office of Energy &amp; Planning Total</b>		<b>47,029,117</b>	<b>-</b>	<b>47,029,117</b>					<b>49,447</b>
09-389	Dec'09	Public Utilities Commission	RSA 14:30-a, VI	195,487	-	195,487		3	-	12/31/2012	195
10-112	April'10	Public Utilities Commission	RSA 14:30-a, VI	-	280,000	280,000	funds received from Office of Energy & Planning, FIS 12-057 transfers funds between class lines	-	-		280

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								Full-Time	Part-Time		
10-144	May'10	Public Utilities Commission	RSA 14:30-a, VI	-	30,000	30,000	funds received from Office of Energy & Planning	-	-		30
10-145	May'10	Public Utilities Commission	RSA 14:30-a, VI	(77,401)	-	(77,401)		-	-		(77)
11-089	March'11	Public Utilities Commission	RSA 14:30-a, VI	(7,227)	-	(7,227)		-	-		
		<b>Public Utilities Commission Total</b>		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	-
		<b>Resources &amp; Economic Development Total</b>		-	320,874	320,874					-
09-290	Aug'09	Safety, Department of	RSA 14:30-a, VI	-	69,755	69,755	funds received from the Department of Justice; FIS 12-167 extends end date for grant and the 2 positions approved in original item	1	-	6/30/2012	-
09-342	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	244,033	244,033	funds received from the Office of Economic Stimulus; extends the end date for grant and for position approved in original item.	2	-	6/30/2012	-
09-347	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	87,362	87,362		1	-	6/30/2012	-
		<b>Safety, Department of Total</b>		-	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		-	-		-
		<b>Transportation, Department of Total</b>		1,614,503	-	1,614,503					-
10-010	Jan'10	Treasury Department	RSA 14:30-a, VI	400,000	-	400,000		-	-		-
		<b>Treasury Department Total</b>		400,000	-	400,000					-
		<b>FY 2010 Total</b>		<b>\$ 263,601,262</b>	<b>\$ 2,857,433</b>	<b>\$ 266,458,695</b>		<b>22</b>	<b>4</b>		<b>\$ 200,246</b>
<b>FISCAL YEAR 2011</b>											

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									Full-Time	Part-Time		
09-222	Jun'09	Administrative Services, Department of	RSA 14:30-a, VI		-	220,205	220,205	funds received from Office of Energy & Planning	-	-		-
10-046	Feb'10	Administrative Services, Department of	RSA 14:30-a, VI		-	4,786	4,786	funds received from Office of Energy & Planning	-	-		-
10-300	Oct'10	Administrative Services, Department of	RSA 14:30-a, VI		82,124	-	82,124		-	-		-
		<b>Administrative Services, Department of Total</b>			82,124	224,991	307,115		-	-		-
09-223	Jun'09	Cultural Resources, Department of	RSA 14:30-a, VI		37,992	-	37,992		-	-		38
		<b>Cultural Resources, Department of Total</b>			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
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	-	-		-
		<b>DHHS-Division of Community-Based Care Total</b>			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
		<b>DHHS-Bureau of Elderly and Adult Services Total</b>			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		-	-		-
		<b>DHHS-Division of Family Assistance Total</b>			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
		<b>DHHS-Division for Children, Youth &amp; Families Total</b>			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
		<b>DHHS-Office of Improvement, Integrity, &amp; Info. Total</b>			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
		<b>DHHS-Division of Public Health Services Total</b>			1,322,155	-	1,322,155		-	-		1,321
10-287	Oct'10	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09		212,493	-	212,493		-	-		212
10-345	Nov'10	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09 Ch 144:212, L'09		10,395,814	-	10,395,814	Uncompensated Care Fund "DSH"	-	-		10,396
11-074	Feb'11	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09		36,614,605	-	36,614,605		-	-		36,578
		<b>DHHS-Medicaid Business and Policy Total</b>			47,222,912	-	47,222,912		-	-		47,186
09-130	April'09	Education, Department of	RSA 14:30-a, VI		50,000	-	50,000		-	-		-

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								Full-Time	Part-Time		
09-131	April'09	Education, Department of	RSA 14:30-a, VI	1,000,000	-	1,000,000		-	-		-
09-187	May'09	Education, Department of	RSA 14:30-a, VI	15,310	-	15,310		-	-		-
09-188	May'09	Education, Department of	RSA 14:30-a, VI	-	1,016,418	1,016,418	funds received from Labor-Workforce Opportunity Council	-	-		-
09-266	Aug'09	Education, Department of	RSA 14:30-a, VI	42,713	-	42,713		-	-		43
09-267	Aug'09	Education, Department of	RSA 14:30-a, VI	121,457	-	121,457		-	-		122
09-330	Oct'09	Education, Department of	RSA 14:30-a, VI	977,008	-	977,008		-	-		976
10-004	Jan'10	Education, Department of	RSA 14:30-a, VI	1,085,349	-	1,085,349		-	-		3,209
10-202	Jun'10	Education, Department of	RSA 14:30-a, VI	15,473,827	-	15,473,827	FIS 12-026 transfers \$49,811 between class lines; FIS 12-306 extends end date	1	-	9/30/2011	15,474
10-237	Jul'10	Education, Department of	RSA 14:30-a, VI	2,645,093	-	2,645,093	FIS 12-283 transfers \$4552 between class lines and extends end date to 6/30/13. FIS 14-033 changes end date to 9/30/14	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		-	-		-
		<b>Education, Department of Total</b>		<b>45,949,544</b>	<b>1,016,418</b>	<b>46,965,962</b>		<b>3</b>	<b>-</b>		<b>22,469</b>
11-141	May'11	Employment Security, Department of	RSA 14:30-a, VI	-	561,450	561,450	funds received from DRED	-	-		561
		<b>Employment Security, Department of Total</b>		<b>-</b>	<b>561,450</b>	<b>561,450</b>		<b>-</b>	<b>-</b>		<b>561</b>
10-278	Sept'10	Environmental Services, Department of	RSA 14:30-a, VI	78,217	-	78,217		-	-		-
		<b>Environmental Services, Department of Total</b>		<b>78,217</b>	<b>-</b>	<b>78,217</b>		<b>-</b>	<b>-</b>		<b>-</b>
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	-	-		-
		<b>Information Technology, Department of Total</b>		<b>-</b>	<b>25,000</b>	<b>25,000</b>		<b>-</b>	<b>-</b>		<b>-</b>
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
		<b>Justice, Department of Total</b>		<b>2,663,668</b>	<b>-</b>	<b>2,663,668</b>		<b>-</b>	<b>-</b>		<b>2,664</b>
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
		<b>Labor, Department of Total</b>		<b>831,802</b>	<b>-</b>	<b>831,802</b>		<b>-</b>	<b>-</b>		<b>832</b>
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		-	-		-
		<b>Office of Economic Stimulus Total</b>		<b>979,175</b>	<b>-</b>	<b>979,175</b>		<b>-</b>	<b>-</b>		<b>910</b>
09-182	May'09	Office of Energy & Planning	RSA 14:30-a, VI	547,941	-	547,941		-	-		548
		<b>Office of Energy &amp; Planning Total</b>		<b>547,941</b>	<b>-</b>	<b>547,941</b>		<b>-</b>	<b>-</b>		<b>548</b>

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 07/25/14

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
09-345	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
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.	-	-		-
		<b>Office of Energy and Planning Total</b>		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)		-	-		-
		<b>Public Utilities Commission Total</b>		300,288	490,000	790,288		-	-		813
09-318	Sept'09	Resources & Economic Development	RSA 14:30-a, VI	-	250,000	250,000	funds received from the Office of Economic Stimulus	-	-		-
10-266	Sept'10	Resources & Economic Development	RSA 14:30-a, VI	972,474	-	972,474		-	-		-



AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 07/25/14

Item #	Meeting	Department	Chapter / RSA	Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
									Full-Time	Part-Time		
11-029	Jan'11	Resources & Economic Development	RSA 14:30-a, VI			71,041	71,041	funds received from UNH to support broadband director pos	1	-		-
11-141	May'11	Resources & Economic Development	RSA 14:30-a, VI		561,450	-	561,450	FIS 13-010 extends end date for both DRED and DES to March 31, 2013; FIS 13-077 extends end date to 9/30/13.	-	-		-
<b>Resources &amp; Economic Development Total</b>							1,533,924	321,041	1,854,965	1	-	-
09-290	Aug'09	Safety, Department of	RSA 14:30-a, VI		-	92,428	92,428	funds received from the Department of Justice	-	-		-
09-342	Oct'09	Safety, Department of	RSA 14:30-a, VI		-	267,533	267,533	funds received from the Department of Justice	-	-		-
09-347	Oct'09	Safety, Department of	RSA 14:30-a, VI		-	98,294	98,294	funds received from the Office of Economic Stimulus, FIS 13-023 reallocates \$29,300 of funds and accepts another \$28,815 of funds from NHDOJ	1	-		-
11-177	June'11	Safety, Department of	RSA 14:30-a, VI		-	350,691	350,691	funds received from UNH to hire 2 temp fulltime microwave techs	-	2		-
<b>Safety, Department of Total</b>							-	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	-	-		-
<b>Transportation, Department of Total</b>							-	5,510,875	5,510,875	-	-	-
10-010	Jan'10	Treasury Department	RSA 14:30-a, VI		1,600,000	-	1,600,000		-	-		-
<b>Treasury Department Total</b>							1,600,000	-	1,600,000	-	-	-
<b>FY 2011 Total</b>							<b>\$ 208,073,438</b>	<b>\$ 8,958,721</b>	<b>\$ 217,032,159</b>	<b>7</b>	<b>2</b>	<b>\$ 170,926</b>
<b>FISCAL YEAR 2012</b>												
09-222	Jun'09	Administrative Services, Department of	RSA 14:30-a, VI		-	192,889	192,889	funds received from Office of Energy & Planning	-	-		-

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 07/25/14

Item #	Meeting	Department	Chapter / RSA	Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
									Full-Time	Part-Time		
		<b>Administrative Services, Department of Total</b>			-	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
		<b>DHHS-Division of Public Health Services Total</b>			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)		-	-		-
		<b>DHHS - Office of Information Services Total</b>			(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		-	-		-
		<b>Education, Department of Total</b>			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
		<b>Employment Security, Department of Total</b>			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
		<b>Justice, Department of Total</b>			1,767,579	-	1,767,579		-	-		1,769
09-182	May'09	Office of Energy & Planning	RSA 14:30-a, VI		466,891	-	466,891		-	-		467
		<b>Office of Energy &amp; Planning Total</b>			466,891	-	466,891		-	-		467
09-345	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI		156,393	-	156,393		-	-		156
09-346	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI		121,302	-	121,302		-	-		121
09-384	Dec'09	Office of Energy and Planning	RSA 14:30-a, VI		4,273	-	4,273		-	-		4
10-203	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI		183,721	-	183,721	FIS 13-051 reallocates \$136,200 between expenditure classes and extends the completion date from 5/31/13 to 9/30/13.	-	-		184
10-204	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI		4,929,007	-	4,929,007		-	-		5,742
10-265	Sept'10	Office of Energy and Planning	RSA 14:30-a, VI		(87,579)	-	(87,579)		-	-		-
11-309	Oct'11	Office of Energy and Planning	RSA 14:30-a, VI		-	90,000	90,000	FIS 12-164 reallocates \$4,850 between class lines	-	-		-
12-132	April'12	Office of Energy and Planning	RSA 14:30-a, VI		36,644	-	36,644	FIS 12-256 reallocates \$1,200 between class lines. FIS 13-050 reallocates \$16,575 between class lines and extends the grant from 9/30/12 to 9/30/12.	-	-		-

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 07/25/14

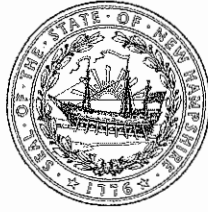
Item #	Meeting	Department	Chapter / RSA	Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
									Full-Time	Part-Time		
		<b>Office of Energy and Planning Total</b>			5,343,761	90,000	5,433,761		-	-		6,207
09-318	Sept'09	Resources & Economic 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	-	-		-
		<b>Resources &amp; Economic Development Total</b>			147,000	325,442	472,442		-	-		-
09-389	Dec'09	Public Utilities Commission	RSA 14:30-a, VI		217,901	-	217,901		-	-		218
10-112	April'10	Public Utilities Commission	RSA 14:30-a, VI		-	96,000	96,000	funds received from Office of Energy & Planning	-	-		96
10-144	May'10	Public Utilities Commission	RSA 14:30-a, VI		-	120,000	120,000	funds received from Office of Energy & Planning	-	-		120
10-145	May'10	Public Utilities Commission	RSA 14:30-a, VI		43,880	-	43,880		-	-		44
11-089	March'11	Public Utilities Commission	RSA 14:30-a, VI		54,143	-	54,143		-	-		-
12-130	April'11	Public Utilities Commission	RSA 14:30-a, VI		-	100,000	100,000	funds received from OEP	-	-		-
		<b>Public Utilities Commission Total</b>			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	-	-		-
		<b>Safety, Department of Total</b>			-	347,351	347,351		-	-		-
		<b>FY 2012 Total</b>			14,539,318	1,418,682	15,958,000		-	-		15,476
<b>FISCAL YEAR 2013</b>												
11-341	Dec'11	DHHS - Office of Information Services	Chapter 224:14, II, Laws of 2011		963,258	-	963,258		-	-		1,194
		<b>DHHS - Office of Information Services Total</b>			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
		<b>Employment Security, Department of Total</b>			-	35,550	35,550		-	-		36

LBAO  
07/31/14

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 07/25/14

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
11-141	June '13	Environmental Services, Department of	RSA 14:30-a, VI	-	140,000	140,000	funds received from OEP	-	-		36
		<b>Environmental Services, Department of Total</b>		-	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)		-	-		-
		<b>Office of Energy and Planning Total</b>		246,148	-	246,148		-	-		262
11-141	May'11	Resources & Economic Development	RSA 14:30-a, VI	35,550	-	35,550		-	-		-
11-153	June'11	Resources & Economic Development	RSA 14:30-a, VI	-	78,301	78,301	funds received from UNH to support broadband director pos established in FIS 11-029	-	-		-
		<b>Resources &amp; Economic Development Total</b>		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)		-	-		-
		<b>Public Utilities Commission Total</b>		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	-	-		-
		<b>Safety, Department of Total</b>		-	12,487	12,487		-	-		-
		<b>FY 2013 Total</b>		1,294,196	266,338	1,560,534		-	-		1,609
<b>FISCAL YEAR 2014</b>											
13-199	Sept'13	DHHS - Office of Information Services	RSA 14:30-a, VI	672,781	-	-	Allows for the use of consultants	-	-		672
		<b>DHHS - Office of Information Services Total</b>		672,781	-	-		-	-		672
		<b>FY 2014 Total</b>		672,781	-	-		-	-		672
		<b>CUMULATIVE TOTAL</b>		\$ 799,206,522	\$ 13,726,119	\$ 812,259,861		57	22		\$ 670,507



JEFFRY A. PATTISON  
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Deputy Legislative Budget Assistant  
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## State of New Hampshire

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

August 26, 2014

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

Dear Representative Wallner and Members of the Committee,

I am writing to inform you of actions taken under the authority granted to me to approve step increases for employees of the LBA Office. I approved step increases as of the increment date for the following employees:

John Clinch: Effective August 2, 2014, a one step increase from grade N-8 to N-9.  
Date of hire: June 22, 1992 Date of previous increment: August 2, 2010

Kimberly Bisson: Effective August 5, 2014, a one step increase from grade K-4 to K-5.  
Date of hire: July 9, 2008 Date of previous increment: August 5, 2013

Haley Paton: Effective August 23, 2014, a one step increase from grade G-4 to G-5.  
Date of hire: May 31, 2013 Date of previous increment: N/A

Michael Landrigan: Effective September 5, 2014, a two step increase from N-2 to N-4.  
Date of hire: April 9, 2007 Date of previous increment: April 9, 2014

Please let me know if you have any questions.

Sincerely,

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

Jeffrey A. Pattison  
Legislative Budget Assistant

JAP/ttm

JOINT LEGISLATIVE FACILITIES COMMITTEE  
 LEGISLATIVE BRANCH  
 DETAIL OF BALANCE OF FUNDS AVAILABLE  
 FISCAL YEAR 2015  
 As of 7/31/2014

Legislative Branch:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Senate:</b>	<b>1170</b>							
Personal srvs. - members	011		6,821.00					6,821.00
Personal srvs. - nonclassi	016		1,771,173.00			118,510.80		1,652,662.20
Current expenses	020		44,308.00			859.31		43,448.69
Rents-Leases other than state	022		9,500.00			968.33		8,531.67
Equipment	030	18,720.00	1,000.00				18,720.00	1,000.00
Telecommunications	039		24,192.00			1,202.39		22,989.61
Legal srvs.& consultants	046		77,000.00					77,000.00
Personal srvs. - temp/app	050		114,910.00					114,910.00
Benefits	060		617,368.00			48,920.77		568,447.23
Employee training	066		100.00					100.00
Travel:								
In state	070		155,000.00			3,068.22		151,931.78
Out of state	080		11,500.00					11,500.00
President's discretionary fund	285		4,499.00			90.00		4,409.00
Contingency	289		1.00					1.00
<b>Total</b>		<b>18,720.00</b>	<b>2,837,372.00</b>	<b>0.00</b>	<b>0.00</b>	<b>173,619.82</b>	<b>18,720.00</b>	<b>2,663,752.18</b>

Legislative Branch - continued:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>House</b>	<b>1180</b>							
Personal srvs. - members	011		123,100.00					123,100.00
Personal srvs. - nonclassi	016		1,720,465.00			106,666.50		1,613,798.50
Current expenses	020		55,000.00			2,330.58		52,669.42
Rents-Leases Other than State	022		4,200.00			397.45		3,802.55
Maint. Other than bidg/grnd	024	23,556.38	6,000.00				23,556.38	6,000.00
Equipment	030		3,000.00					3,000.00
Telecommunications	039		30,000.00			2,119.19		27,880.81
Consultants	046		80,000.00					80,000.00
Personal srvs. - temp/app	050		315,691.00			6,701.40		308,989.60
Benefits	060		849,632.00			44,137.35		805,494.65
Employee training	066		300.00					300.00
Travel:								
In state	070		1,100,000.00			12,963.24		1,087,036.76
Out of state	080		100,000.00			-852.00		100,852.00
Speaker's special fund	286		6,000.00			262.80		5,737.20
Democratic Leader's Account	287		3,500.00					3,500.00
Republican Leader's Account	288		3,500.00					3,500.00
<b>Total</b>		<b>23,556.38</b>	<b>4,400,388.00</b>	<b>0.00</b>	<b>0.00</b>	<b>174,726.51</b>	<b>23,556.38</b>	<b>4,225,661.49</b>

Legislative Branch - continued:

		<u>Balance Forward</u>	<u>Appropriation</u>	<u>Income</u>	<u>Transfers</u>	<u>Expenditures</u>	<u>Encumb rances</u>	<u>Balance Available</u>
<b>Operations</b>	<b>1160</b>							
Personal srvs. - nonclassi	016		220,485.00			16,343.18		204,141.82
Current expenses	020		3,000.00			37.11		2,962.89
Telecommunications	039		9,000.00			645.01		8,354.99
Benefits	060		154,438.00			10,356.46		144,081.54
<b>Total</b>		0.00	386,923.00		0.00	27,381.76	0.00	359,541.24
<b>Joint Expenses</b>	<b>8677</b>							
Current expenses	020		50,000.00			924.67		49,075.33
Rents-Leases Other Than State	022		10,000.00			390.75		9,609.25
Organizational Dues	026		128,000.00			126,761.00		1,239.00
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			168.50		284,831.50
Joint Orientation	291		11,000.00					11,000.00
<b>Total</b>		0.00	500,000.00	0.00	0.00	128,244.92	0.00	371,755.08
Less estimated Revenue		1,378.49	-12,000.00	50.00	(A)			-10,571.51
<b>Total</b>		1,378.49	488,000.00	50.00	0.00	128,244.92	0.00	361,183.57
<b>Joint Legislative Historical Committee</b>	<b>8870-216</b>	136,291.04	10,000.00					146,291.04
Flag Preservation Revenue	<b>8870-3586</b>							
<b>Total</b>		136,291.04	10,000.00	0.00 ##	0.00	0.00	0.00	146,291.04



Legislative Branch - continued:

		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Visitor's Center:</b>	<b>1229</b>							
Personal srvs. - nonclassi	016		104,458.00			7,669.50		96,788.50
Current Expenses	020		750.00			15.73		734.27
Telecommunications	039		1,100.00			68.45		1,031.55
Benefits	060		55,861.00			3,747.34		52,113.66
<b>Total</b>		0.00	162,169.00		0.00	11,501.02	0.00	150,667.98

Visitor's Ctr. Revolving Fund (G)

		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Visitor's Ctr. Revolving Fund (G)</b>	<b>1230</b>							
Souvenir Purchases	106	8,375.62	0.00		38,138.00	9.00		46,504.62
Revenue	2016	38,138.00	0.00	3,684.32	(38,138.00)			3,684.32
<b>Total</b>		46,513.62	0.00	3,684.32	0.00	9.00	0.00	50,188.94

Legislative Accounting:

		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Legislative Accounting:</b>	<b>1166</b>							
Personal srvs. - nonclassi	016		223,331.00			23,275.78		200,055.22
Current expenses	020		1,500.00			2.85		1,497.15
Telecommunications	039		900.00			56.09		843.91
Benefits	060		96,173.00			6,495.96		89,677.04
<b>Total</b>		0.00	321,904.00		0.00	29,830.68	0.00	292,073.32

Legislative Branch - continued:

Org/ Class		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>General Court Info. Systems:</b>	<b>4654</b>							
Personal srvs. - nonclassi	016		417,216.00			24,450.00		392,766.00
Current expenses	020		32,000.00			18.55		31,981.45
Technology - Hardware	037		80,000.00					80,000.00
Technology - Software	038		90,000.00					90,000.00
Telecommunications	039		2,500.00			122.84		2,377.16
Benefits	060		193,676.00			10,798.76		182,877.24
<b>Total</b>		0.00	815,392.00		0.00	35,390.15	0.00	780,001.85

Legislative Branch - continued:		Balance					Encumb	Balance
		Forward	Appropriation	Income	Transfers	Expenditures	rances	Available
<b>Protective Services:</b>	<b>1164</b>							
Personal svcs. - nonclassi	016		391,266.00			28,293.83		362,972.17
Current expenses	020		2,700.00					2,700.00
Telecommunications	039		4,300.00			320.53		3,979.47
Benefits	060		222,969.00			14,489.95		208,479.05
<b>Total</b>		0.00	621,235.00		0.00	43,104.31	0.00	578,130.69
<b>Health Services:</b>	<b>1165</b>							
Current expenses	020		1,500.00			16.69		1,483.31
Telecommunications	039		500.00			37.95		462.05
Personal svcs. - temp/app	050		69,708.00			2,887.28		66,820.72
Benefits	060		5,333.00			220.88		5,112.12
<b>Total</b>		0.00	77,041.00		0.00	3,162.80	0.00	73,878.20
<b>Legislative Services:</b>	<b>1270</b>							
Personal svcs. - nonclassi	016		1,729,229.00			117,987.00		1,611,242.00
Current expenses	020		19,300.00			143.66		19,156.34
Rents-Leases other than State	022		5,500.00			317.00		5,183.00
Telecommunications	039		7,000.00			522.35		6,477.65
Personal svcs. - temp/app	050		28,366.00					28,366.00
Benefits	060		826,237.00			49,868.35		776,368.65
Employee training	066		1,500.00					1,500.00
Printing and binding	290		8,000.00			417.65		7,582.35
<b>Total</b>		0.00	2,625,132.00		0.00	169,256.01	0.00	2,455,875.99
Less estimated revenue	009/2045	585.68	-1,000.00	195.00	©			-219.32
<b>Total</b>		585.68	2,624,132.00	195.00 ©	0.00	169,256.01	0.00	2,455,656.67

Legislative Branch - continued:		Balance					Encumb	Balance
		Forward	Appropriation	Income	Transfers	Expenditures	rances	Available
<b>Budget Division:</b>	<b>1221</b>							
Personal srvs. - nonclassi	016		670,358.00		75,000.00	54,962.10		690,395.90
Current expenses	020		10,967.00			68.13		10,898.87
Rents-Leases other than State	022		6,000.00			411.75		5,588.25
Organizational Dues	026		100.00					100.00
Equipment	030		2,500.00					2,500.00
Telecommunications	039		3,033.00			253.68		2,779.32
Consultants	046		15,000.00					15,000.00
Personal srvs. - temp/app	050		88,055.00					88,055.00
Benefits	060		225,430.00		100,000.00	22,469.73		302,960.27
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
<b>Total</b>		0.00	1,025,543.00		175,000.00	78,165.39	0.00	1,122,377.61

**Legislative Budget Assistant:**

<b>Audit Division:</b>	<b>1222</b>							
Personal srvs. - nonclassi	016		2,076,150.00		(175,000.00)	137,196.60		1,763,953.40
Current expenses	020		12,860.00			20.19		12,839.81
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			151.97		1,888.03
Consultans	046		570,000.00		250,000.00			820,000.00
Personal srvs. - temp/app	050		49,948.00					49,948.00
Benefits	060		814,604.00			58,172.92		756,431.08
Employee training	066		40,000.00					40,000.00
In state travel	070		15,000.00			413.68		14,586.32
Out of state travel	080		100.00					100.00
<b>Total</b>		0.00	3,700,702.00	0.00	75,000.00	293,479.36	0.00	3,482,222.64
Less estimated revenue	006/1251	666,531.00	-488,205.00		(250,000.00) (D)			-71,674.00
<b>Total</b>		666,531.00	3,212,497.00	0.00	(175,000.00)	293,479.36	0.00	3,410,548.64

<b>Total</b>		893,576.21	16,982,596.00	3,929.32	0.00	1,167,871.73	42,276.38	16,669,953.42
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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 2015  
 As of 8/31/2014

Legislative Branch:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Senate:</b>	<b>1170</b>							
Personal srvs. - members	011		6,821.00					6,821.00
Personal srvs. - nonclassi	016		1,772,881.00			235,214.44		1,537,666.56
Current expenses	020		44,308.00			782.38		43,525.62
Rents-Leases other than state	022		9,500.00			1,544.94		7,955.06
Equipment	030	18,720.00	1,000.00				18,720.00	1,000.00
Telecommunications	039		24,192.00			2,384.92		21,807.08
Legal srvs.& consultants	046		77,000.00					77,000.00
Personal srvs. - temp/app	050		114,910.00					114,910.00
Benefits	060		617,498.00			94,184.43		523,313.57
Employee training	066		100.00					100.00
Travel:								
In state	070		155,000.00			6,651.63		148,348.37
Out of state	080		11,500.00					11,500.00
President's discretionary fund	285		4,499.00			90.00		4,409.00
Contingency	289		1.00					1.00
<b>Total</b>		18,720.00	2,839,210.00	0.00	0.00	340,852.74	18,720.00	2,498,357.26

Legislative Branch - continued: House	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
	1180							
Personal svcs. - members	011		123,100.00					123,100.00
Personal svcs. - nonclassi	016		1,720,465.00			215,743.50		1,504,721.50
Current expenses	020		55,000.00	20.00		3,075.66		51,944.34
Rents-Leases Other than State	022		4,200.00			689.97		3,510.03
Maint. Other than bldg/grnd	024	23,556.38	6,000.00				23,556.38	6,000.00
Equipment	030		3,000.00			371.91		2,628.09
Telecommunications	039		30,000.00			4,121.68		25,878.32
Consultants	046		80,000.00					80,000.00
Personal svcs. - temp/app	050		315,691.00			12,335.60		303,355.40
Benefits	060		849,632.00			88,597.77		761,034.23
Employee training	066		300.00					300.00
Travel:								
In state	070		1,100,000.00			17,484.74		1,082,515.26
Out of state	080		100,000.00			3,255.70		96,744.30
Speaker's special fund	286		6,000.00			565.40		5,434.60
Democratic Leader's Account	287		3,500.00					3,500.00
Republican Leader's Account	288		3,500.00					3,500.00
<b>Total</b>		23,556.38	4,400,388.00	0.00	0.00	346,241.93	23,556.38	4,054,166.07

Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Operations</b>	<b>1160</b>							
Personal srvs. - nonclassi	016		220,485.00			33,167.18		187,317.82
Current expenses	020		3,000.00			84.72		2,915.28
Telecommunications	039		9,000.00			1,355.68		7,644.32
Benefits	060		154,438.00			20,807.99		133,630.01
<b>Total</b>		0.00	386,923.00		0.00	55,415.57	0.00	331,507.43
<b>Joint Expenses</b>	<b>8677</b>							
Current expenses	020		50,000.00			1,367.80		48,632.20
Rents-Leases Other Than State	022		10,000.00			1,099.57		8,900.43
Organizational Dues	026		128,000.00			126,761.00		1,239.00
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			2,865.50		282,134.50
Joint Orientation	291		11,000.00					11,000.00
<b>Total</b>		0.00	500,000.00	0.00	0.00	132,093.87	0.00	367,906.13
Less estimated Revenue		1,378.49	-12,000.00	265.00	(A)			-10,356.51
<b>Total</b>		1,378.49	488,000.00	265.00	0.00	132,093.87	0.00	357,549.62
<b>Joint Legislative Historical Committee</b>	<b>8870-216</b>	136,291.04	10,000.00					146,291.04
Flag Preservation Revenue	<b>8870-3586</b>							
<b>Total</b>		136,291.04	10,000.00	0.00 0.00	0.00	0.00	0.00	146,291.04

Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Visitor's Center:</b>		<b>1229</b>						
Personal srvs. - nonclassi	016		104,458.00			15,511.50		88,946.50
Current Expenses	020		750.00			30.83		719.17
Telecommunications	039		1,100.00			136.06		963.94
Benefits	060		55,861.00			7,545.41		48,315.59
<b>Total</b>		0.00	162,169.00		0.00	23,223.80	0.00	138,945.20
<b>Visitor's Ctr. Revolving Fund (G)</b>		<b>1230</b>						
Souvenir Purchases	106	8,375.62	0.00		38,138.00	1,160.71		45,352.91
Revenue	2016	38,138.00	0.00	6,880.31	(38,138.00)			6,880.31
<b>Total</b>		46,513.62	0.00	6,880.31	0.00	1,160.71	0.00	52,233.22
<b>Legislative Accounting:</b>		<b>1166</b>						
Personal srvs. - nonclassi	016		223,331.00			39,858.77		183,472.23
Current expenses	020		1,500.00			3.32		1,496.68
Telecommunications	039		900.00			111.71		788.29
Benefits	060		96,173.00			11,986.98		84,186.02
<b>Total</b>		0.00	321,904.00		0.00	51,960.78	0.00	269,943.22
<b>General Court Info. Systems:</b>		<b>4654</b>						
Personal srvs. - nonclassi	016		417,216.00			49,646.85		367,569.15
Current expenses	020		32,000.00			1,727.68		30,272.32
Technology - Hardware	037		80,000.00			10,216.00		69,784.00
Technology - Software	038		90,000.00			2,667.43		87,332.57
Telecommunications	039		2,500.00			245.13		2,254.87
Benefits	060		193,676.00			21,735.80		171,940.20
<b>Total</b>		0.00	815,392.00		0.00	86,238.89	0.00	729,153.11



Legislative Branch - continued:	Org/ Class	Balance				Encumb rances	Balance Available
		Forward	Appropriation	Income	Transfers		
<b>Protective Services:</b>	<b>1164</b>						
Personal srvs. - nonclassi	016		391,266.00			57,440.33	333,825.67
Current expenses	020		2,700.00				2,700.00
Telecommunications	039		4,300.00			678.25	3,621.75
Benefits	060		222,969.00			29,122.75	193,846.25
<b>Total</b>		0.00	621,235.00		0.00	87,241.33	533,993.67
<b>Health Services:</b>	<b>1165</b>						
Current expenses	020		1,500.00			170.33	1,329.67
Telecommunications	039		500.00			74.88	425.12
Personal srvs. - temp/app	050		69,708.00			5,303.15	64,404.85
Benefits	060		5,333.00			405.69	4,927.31
<b>Total</b>		0.00	77,041.00		0.00	5,954.05	71,086.95
<b>Legislative Services:</b>	<b>1270</b>						
Personal srvs. - nonclassi	016		1,729,229.00			238,732.59	1,490,496.41
Current expenses	020		19,300.00			928.62	18,371.38
Rents-Leases other than State	022		5,500.00			746.00	4,754.00
Telecommunications	039		7,000.00			1,048.18	5,951.82
Personal srvs. - temp/app	050		28,366.00			787.93	27,578.07
Benefits	060		826,237.00			100,407.29	725,829.71
Employee training	066		1,500.00				1,500.00
Printing and binding	290		8,000.00			712.94	7,287.06
<b>Total</b>		0.00	2,625,132.00		0.00	343,363.55	2,281,768.45
Less estimated revenue	009/2045	585.68	-1,000.00	195.00	©		-219.32
<b>Total</b>		585.68	2,624,132.00	195.00 ©	0.00	343,363.55	2,281,549.13

Legislative Branch - continued:		Balance					Encumb	Balance
		Forward	Appropriation	Income	Transfers	Expenditures	rances	Available
<b>Budget Division:</b>	<b>1221</b>							
Personal srvs. - nonclassi	016		670,358.00		75,000.00	111,513.60		633,844.40
Current expenses	020		10,967.00			568.89		10,398.11
Rents-Leases other than State	022		6,000.00			983.50		5,016.50
Organizational Dues	026		100.00					100.00
Equipment	030		2,500.00					2,500.00
Telecommunications	039		3,033.00			505.87		2,527.13
Consultants	046		15,000.00			676.25		14,323.75
Personal srvs. - temp/app	050		88,055.00					88,055.00
Benefits	060		225,430.00		100,000.00	45,237.61		280,192.39
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
<b>Total</b>		0.00	1,025,543.00		175,000.00	159,485.72	0.00	1,041,057.28

**Legislative Budget Assistant:**

<b>Audit Division:</b>	<b>1222</b>							
Personal srvs. - nonclassi	016		2,170,453.00		(175,000.00)	321,639.63		1,673,813.37
Current expenses	020		12,860.00			401.18		12,458.82
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			356.15		1,683.85
Consultans	046		570,000.00		250,000.00			820,000.00
Personal srvs. - temp/app	050		51,268.00					51,268.00
Benefits	060		832,714.00			125,011.93		707,702.07
Employee training	066		40,000.00					40,000.00
In state travel	070		15,000.00			1,113.36		13,886.64
Out of state travel	080		100.00					100.00
<b>Total</b>		0.00	3,814,435.00	0.00	75,000.00	546,046.25	0.00	3,343,388.75
Less estimated revenue	006/1251	666,531.00	-488,205.00		(250,000.00) (D)			-71,674.00
<b>Total</b>		666,531.00	3,326,230.00	0.00	(175,000.00)	546,046.25	0.00	3,271,714.75

<b>Total</b>		893,576.21	17,098,167.00	7,340.31	0.00	2,179,279.19	42,276.38	15,777,527.95
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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

## NEW HAMPSHIRE



## ENERGY EFFICIENCY AND SUSTAINABLE ENERGY BOARD

RSA 125-O:5-a  
21 South Fruit Street, Suite 10  
Concord, N.H. 03301-2429

July 25, 2014

The Honorable Mary Jane Wallner, Chair  
Joint Legislative Fiscal Committee  
State House, Room 102  
Concord, NH 03301

Dear Representative Wallner and members of the Fiscal Committee;

I write on behalf of the Energy Efficiency and Sustainable Energy (EESE) Board. It has come to the attention of the Board that recent Alternative Compliance Payment revenue received by the Public Utilities Commission (PUC) was approximately \$17.5 Million. This amount exceeds the current legislative appropriation for the PUC's Renewable Energy Fund for State Fiscal Year 2015. The EESE Board recommends that all of the funding be used by the PUC for renewable energy initiatives, as required by law (RSA 362-F:10, I) and not be diverted for any other purpose. It is the hope of the Board that the Fiscal Committee will work with the PUC on the appropriate approvals to ensure the funds are budgeted and expended for their intended purpose.

On June 14, 2013, the Board adopted a resolution regarding the use of Renewable Energy Funds and opposing the transfer of those funds to the general fund. The resolution is attached for your review. The Board remains fully supportive of that resolution and would like to reiterate that the purpose of the Renewable Energy Fund and RSA 362-F is to "to support thermal and electrical renewable energy initiatives," and "solar energy technologies in New Hampshire," investment in which will lower our dependence on fossil fuels and retain energy dollars in the state. Full utilization of these funds for their intended purpose is supported by the Board's November 2012 *Final Report on the New Hampshire Independent Energy Study*, by the June 2013 Board resolution and subsequent submission of the resolution to the House and Senate Finance Committees and also by the Board's recent written comments on the New Hampshire State Energy Strategy Draft Report.

Thank you for your consideration on this important matter.

Sincerely,

A handwritten signature in cursive script, appearing to read "Katherine W. Peters".

Katherine W. Peters  
Acting Chair  
NH Energy Efficiency and Sustainable Energy Board

CC: Senate President Chuck Morse, Senator Russell Prescott, Speaker Terie Norelli, Rep. David Borden

RESOLUTION OF THE ENERGY EFFICIENCY AND SUSTAINABLE ENERGY BOARD

June 14, 2013

The Energy Efficiency and Sustainable Energy (EESE) Board opposes the transfer of dedicated funds from the Renewable Energy Fund (REF), established pursuant to RSA 362-F:10 and maintained by the state treasurer under RSA 6:12, I.(b)(253), to the New Hampshire general fund pursuant to HB 2-FN-A-LOCAL as Amended by the Senate.

The transfer of REF funds negatively affects the ability of the State of New Hampshire to carry out the purpose of RSA 362-F to "stimulate investment in low emission renewable energy generation technologies" thereby lowering regional dependence on fossil fuels, keeping energy dollars in the state, improving air quality and mitigating against the risks of climate change. Furthermore, the EESE Board included "maintain and strengthen the Renewable Portfolio Standard" as one of three primary recommendations to the legislature in its November 2012 Final Report on the New Hampshire Independent Energy Study, building on several years of careful review and analysis of state energy policies done by the Board and Independent consultants.

RESOLVED: It is the recommendation of the EESE Board that REF funds deposited in the above RSA 6:12, I.(b)(253) dedicated account be used solely for the purposes set forth in RSA 362-F.



Over \$1.5 billion to education

GOVERNOR Margaret Wood Hassan  
CHAIRMAN Debra M. Douglas  
COMMISSIONER Paul J. Holloway  
COMMISSIONER Doug Scamman  
EXECUTIVE DIRECTOR Charles R. McIntyre

July 15, 2014

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

#### INFORMATIONAL ITEM

Pursuant to Chapter 144:15, Laws of 2013, requesting that the Lottery Commission shall report quarterly to the Fiscal Committee of the General Court on the status of the incentive employee recognition program for the sale of instant tickets.

- Fiscal year 2014 fourth quarter increased \$5,019,682 compared to the fourth fiscal quarter of 2013.
- Fiscal year 2014 total annual instant sales increased \$2,642,221 compared to fiscal year 2013.

Please find attached the data sheet detailing the incentive recognition program for the fiscal periods listed above.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Charles R. McIntyre".

Charles R. McIntyre  
Executive Director

CRM:dc  
Attachment



Rep	Goal 6% for bonus or 9.6% for double bonus	Bonus amount	FY13 4th Q Instant sales	FY14 4th Q Instant sales	Additional Instant Sales
Jenn Rouse 202	9.33%	\$1,000	\$3,986,185.00	\$4,358,063.00	\$371,878
North Country 203	1.42%	\$0	\$1,336,620.00	\$1,355,627.00	\$19,007
Julie O'Brien 204	16.71%	\$2,000	\$5,128,399.00	\$5,985,360.00	\$856,961
Eileen Gromelski 205	8.08%	\$1,000	\$3,405,980.00	\$3,681,043.00	\$275,063
Paul Sullivan 206	2.87%	\$0	\$4,136,572.00	\$4,255,380.00	\$118,808
Adam Hopkins 207	4.10%	\$0	\$4,485,239.00	\$4,669,095.00	\$183,856
Diane Floyd 208	11.02%	\$2,000	\$4,143,699.00	\$4,600,423.00	\$456,724
Karen O'Brien 209	15.05%	\$2,000	\$4,117,176.00	\$4,736,614.00	\$619,438
Laura Towle 210	8.39%	\$1,000	\$4,286,839.00	\$4,646,487.00	\$359,648
James Downey 211	13.78%	\$2,000	\$4,541,158.00	\$5,166,934.00	\$625,776
Heather Stone 212	14.90%	\$2,000	\$4,228,270.00	\$4,858,309.00	\$630,039
Tom Rues 213	11.85%	\$2,000	\$4,240,198.00	\$4,742,682.00	\$502,484
TOTAL	10.45%	\$15,000	\$48,036,335	\$53,056,017	\$5,019,682

Yearly Bonus		\$2,000 or \$4,000			
Rep	Goal 6% for bonus or 9.6% for double bonus	Bonus amount	FY13 Yearly Instant sales	FY14 Yearly Instant sales	Additional Instant Sales
Jenn Rouse 202	2.38%	\$0	\$15,886,504	\$16,264,022	\$377,518
North Country	-0.23%	\$0	\$5,363,490	\$5,350,979	(\$12,511)
Julie O'Brien 204	2.35%	\$0	\$20,111,555	\$20,584,711	\$473,156
Eileen 205	0.21%	\$0	\$13,528,958	\$13,557,480	\$28,522
Paul Sullivan 206	-0.28%	\$0	\$16,266,622	\$16,220,385	(\$46,237)
Adam Hopkins 207	-1.08%	\$0	\$17,645,271	\$17,454,348	(\$190,923)
Diane Floyd 208	0.07%	\$0	\$17,485,015	\$17,497,441	\$12,426
Karen O'Brien 209	7.34%	\$2,000	\$16,034,081	\$17,210,663	\$1,176,582
Laura Towle 210	-0.91%	\$0	\$17,574,208	\$17,414,351	(\$159,857)
James Downey 211	0.66%	\$0	\$18,369,556	\$18,490,792	\$121,236
Heather Stone 212	3.93%	\$0	\$16,884,699	\$17,548,824	\$664,125
Tom Rues 213	1.17%	\$0	\$16,878,748	\$17,076,932	\$198,184
TOTAL	1.38%	\$2,000	\$192,028,707	\$194,670,928	\$2,642,221



Over \$1.5 billion to education

GOVERNOR Margaret Wood Hassan  
CHAIRMAN Debra M. Douglas  
COMMISSIONER Paul J. Holloway  
COMMISSIONER Doug Scamman  
EXECUTIVE DIRECTOR Charles R. McIntyre

July 1, 2014

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

INFORMATIONAL ITEM

Pursuant to RSA 284:21-f, the Lottery Commission is reporting the transfers made in FY 2014 which were 100% Lottery funds.

Attached are the explanations of the transfers.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Charles R. McIntyre".

Charles R. McIntyre  
Executive Director

CRM:dc  
Attachment



Live Free or Die

New Hampshire Lottery Commission 14 Integra Drive Concord, New Hampshire 03301  
TEL 603.271.3391 FAX 603.271.1160 TDD 1.800.735.2964 www.nhlottery.com





Over \$1 billion to education

Sent  
TO Tim  
w/Charlie  
Signature  
4/18/14

GOVERNOR John H. Lynch  
CHAIRMAN Debra M. Douglas  
COMMISSIONER Paul J. Holloway  
COMMISSIONER Doug Scamman  
EXECUTIVE DIRECTOR Charles R. McIntyre

April 17, 2014

Timothy Hartshorn  
Administrator IV  
Bureau of Accounts  
State House Annex  
Concord, NH 03301

REQUESTED ACTION

- 1. Pursuant to RSA 284:21-F, Transfer of Appropriated Funds, authorize the NH Lottery Commission to transfer \$73,000 into account 10290000 500109 from class 20 10290000-500244 and direct the Director, Division of Accounting Services, to adjust the budget accordingly. Source of funds: 100% Lottery Funds.

Class	Description	FY14 Modified Appropriation	Requested Change	New Total
50	Personal Serv Temp	178,257	73,000	251,257
20	Current Expenses	644,952	-73,000	571,952

EXPLANATION

This transfer is to address a shortfall by the Lottery Commission in Class 50, temporary personal services. There is a shortfall in Class 50 because the Lottery Commission needed to use more part-time employees than budgeted for, because of our high increase in sales this fiscal year.

Justification:

**Because the Lottery takes initiative to save as much money for the state's bottom line we have hired and used part-time employees more this fiscal year and saved money on benefits. We need an increase of staff to support our high percentage of increased sales.**

- A. Does this transfer involve continuing programs or one-time projects?

**This will be a continuing program.**



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

**This transfer is required to maintain existing program levels.**

C. Cite any requirements which make this program mandatory.

**None**

D. Identify the source of funds on all accounts listed on this transfer?

**The source of funds is 100% Lottery funds.**

E. Will there be any effect on revenue as a result of this transfer?

**There is no anticipated effect on revenue as a result of this transfer.**

F. Are funds expected to lapse if this transfer is not approved?

**It is anticipated that some funds will lapse whether or not this transfer is approved.**

G. Are personnel services involved?

**Yes**

The NH Lottery Commission has conducted a review of our operations and expenses and this transfer will ensure available funds are used to support mission-critical projects at our agency.

Respectfully Submitted,



Charles R. McIntyre  
Executive Director

Cc: Tammy Vaillancourt  
Kassie Strong



Over \$1.5 billion to education

GOVERNOR Margaret Wood Hassan  
CHAIRMAN Debra M. Douglas  
COMMISSIONER Paul J. Holloway  
COMMISSIONER Doug Scamman  
EXECUTIVE DIRECTOR Charles R. McIntyre

December 13, 2013

Timothy Hartshorn  
Administrator IV  
Bureau of Accounts  
State House Annex  
Concord, NH 03301

Dear Tim,

Pursuant to HB2, Chapter 144 Laws of 2013, Amend RSA 284-A:1-2 the NH Lottery Commission shall allocate \$250,000 as initial startup funds to the Gaming Regulatory Oversight Authority in fund not otherwise appropriated.

REQUESTED ACTION

We did not allocate money to Class 70 to begin with so we would like to add Class 70 for \$5,000 as an expense line in our accounting unit 18530000. You can reduce class 46 consultants by \$5,000 to make this new class available within this accounting unit.

Class	Description	FY14 Modified Appropriation	Requested Change	New Total
70	Travel	0	5,000	5,000
46	Consultant	230,000	-5,000	225,000

Please contact me with any questions you may have.

Respectfully Submitted,

Charles R. McIntyre  
Executive Director

Cc: Tammy Vaillancourt  
Kassie Strong





Over \$1.5 billion to education

GOVERNOR Margaret Wood Hassan  
CHAIRMAN Debra M. Douglas  
COMMISSIONER Paul J. Holloway  
COMMISSIONER Doug Scamman  
EXECUTIVE DIRECTOR Charles R. McIntyre

December 13, 2013

Timothy Hartshorn  
Administrator IV  
Bureau of Accounts  
State House Annex  
Concord, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 284:21-F, Transfer of Appropriated Funds, authorize the NH Lottery Commission to transfer \$25,000 into account 10290000 500300 from class 20 10290000-500244 and direct the Director, Division of Accounting Services, to adjust the budget accordingly. Source of funds: 100% Lottery Funds.

Class	Description	FY14 Modified Appropriation	Requested Change	New Total
30	Equipment – New vans	128,531	25,000	153,531
20	Current Expenses	644,952	-25,000	619,952

EXPLANATION

This transfer is to address a shortfall by the Lottery Commission in Class 30, Equipment, specifically new vans. There is a shortfall in Class 30 because the Lottery Commission needs to replace our aged fleet of vans.

Last fiscal year we replaced seven vans and this year we are replacing seven more. This will update our entire fleet. Maintenance and repairs have become very high on these 2006 vans.

A. Justification:

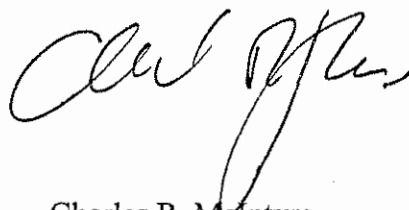
**Because the Lottery takes initiative to save as much money for the state's bottom line we have not replaced our fleet vehicles in several years. This has resulted in our sales staff driving very old vehicles which are in constant need of maintenance.**



- B. Does this transfer involve continuing programs or one-time projects?  
**This will be a continuing program.**
- C. Is this transfer required to maintain existing program levels or will it increase the program level?  
**This transfer is required to maintain existing program levels.**
- D. Cite any requirements which make this program mandatory.  
**None**
- E. Identify the source of funds on all accounts listed on this transfer?  
**The source of funds is 100% Lottery funds.**
- F. Will there be any effect on revenue as a result of this transfer?  
**There is no anticipated effect on revenue as a result of this transfer.**
- G. Are funds expected to lapse if this transfer is not approved?  
**It is anticipated that some funds will lapse whether or not this transfer is approved.**
- H. Are personnel services involved?  
**No**

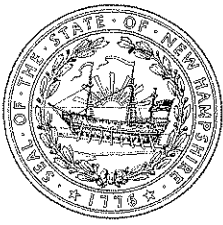
The NH Lottery Commission has conducted a review of our operations and expenses and this transfer will ensure available funds are used to support mission-critical projects at our agency.

Respectfully Submitted,



Charles R. McIntyre  
Executive Director

Cc: Tammy Vaillancourt  
Kassie Strong



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

603-271-2341  
FAX: 603-271-6784  
www.nheconomy.com

July 8, 2014

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 July 1, 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 January 1, 2014. There have been no new companies since our last report.

- 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.

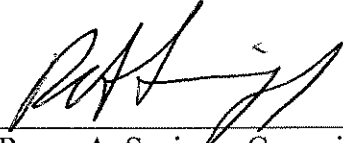
Note that the marketing funds for this project were taken out of the budget as of July 1, 2011, therefore marketing has been through a website presence, but no further proactive marketing has been done on this project.

Respectfully submitted,

N.H. Department of Resources  
and Economic Development

N.H. Insurance Department

  
\_\_\_\_\_  
Jeff Rose Commissioner

  
\_\_\_\_\_  
Roger A. Sevigny, Commissioner

The State of New Hampshire  
ADMINISTRATIVE OFFICE OF THE COURTS

Donald D. Goodnow, Esq.  
Director

Two Charles Doe Drive  
Concord, NH 03301  
(603) 271-2521  
Fax: (603) 271-3977  
eMail: aoc@courts.state.nh.us  
TTY/TDD Relay: (800) 735-2964

August 28, 2014

The Honorable Mary Jane Wallner, Chair  
Fiscal Committee of the General Court  
State House, Room 102  
Concord, NH 03301

William F. Dwyer, Commissioner  
New Hampshire State Treasury  
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 Commissioner Dwyer:

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. The attached report covers the period from July 1, 2013 through June 30, 2014.

The legislature created the judicial branch information technology fund in the 2009 legislative session to provide for the "maintenance and infrastructure renewal of judicial branch information technology, including both hardware and software. See RSA 490:26-h. Our revenue and expenditure projections have been accurate and the fund has supported judicial branch hardware and software maintenance and renewal, outside of general fund appropriations.



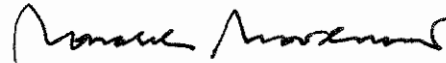
The Honorable Mary Jane Wallner, Chair  
William F. Dwyer, Commissioner  
August 28, 2014  
Page 2

We are engaged in the New Hampshire e-Court Project which will include the automation of case processing tasks and the digitization of court records. As we become more dependent on information technology systems, the costs of maintaining and renewing that technology will increase. In 2013, the legislature and the supreme court worked together to increase revenue to the IT dedicated fund to meet that increased need. This is reflected in the increased revenue reported in this FY 2014 report.

The judicial branch IT dedicated fund continues to provide a dependable and user-supported revenue stream for the maintenance and renewal of critical judicial branch hardware and software. This report reflects expenditure adjustments made to support the New Hampshire e-Court Project and also reflects the fact that New Hampshire judicial branch technical and user resources have been largely dedicated to e-Court development work during FY 2014.

Please contact me if you have any questions concerning this report.

Sincerely,



Donald D. Goodnow, Esq.  
Director

DDG:lm

<b>Appendix A</b>			
<b>FY 2014 IT Dedicated Fund</b>			
<b>Projected and Actual Expenditures</b>			
	Projected		
	Yearly Average	Actual	
	Expenditure	Revenue	Expenditures
Operations (including SW Maint)	\$2,065,663		\$1,567,036
Hardware Maintenance	\$119,621		\$183,282
Telecommunications Lines, Internet/CMS	\$440,000		\$432,579
Software Application Enhancements	\$400,000		\$102,815
Balance from FY 2013		\$171,651	
FY 2014 Revenue		\$2,568,158	
<b>Total</b>	<b>\$3,025,283</b>	<b>\$2,739,809</b>	<b>\$2,285,712</b>

Appendix B  
New Hampshire Judicial Branch  
RSA 490:26-h, IV (Dedicated IT Fund)  
FY 2014 Actual Expenditures

Operations (including Software Maintenance)

**Software Maintenance**

Support and maintenance for business, development, and utility application software. Funds in this section support critical application software maintenance, including maintenance of the case management systems, the jury management system, NH e-Court Project, and Microsoft Enterprise licensing.

Software maintenance expenses were lower than projected, because our resources were dedicated to the rollout of the NH e-Court Project.

**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.

In 2013, we added substantial processing power and storage space in anticipation of the NH e-Court Project. We made significant additional strides in 2014 in this area of critical infrastructure renewal to provide a durable and scalable server/storage environment for the future. We spent less on server/disk infrastructure than planned because the NH e-Court environment (Cloud computing) was not yet fully rolled out during the 2014 reporting period.

**Infrastructure Upgrade Cycle**

Maintenance of an industry accepted hardware upgrade cycle for court system staff including workstations, monitors, printers, and satellite court servers.

We completed the majority of our install of Windows 7, in preparation for the NH e-Court Project. To accomplish this upgrade, we needed to accelerate our workstation upgrade plan. As projected, hardware expenditures in this area exceeded earlier average 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 spent more money than originally planned for routers and switches to provide wireless Internet access to the public in all courthouses, in connection with the NH e-Court Project.

## Hardware Maintenance

Maintenance costs for service contracts on court system IT hardware.

Hardware maintenance expenses were consistent with earlier average 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.

Telecommunications line expenses were consistent with earlier average 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 the NH e-Court Project

Software application enhancements expenses were lower than earlier average projections because business and IT development resources were focused on implementation of the NH e-Court Project.

<b>Appendix C</b>			
<b>FY 2015 IT Dedicated Fund</b>			
<b>Projected Expenditures</b>			
	Projected		
	Yearly Average	Projected	Projected
	Expenditure	Revenues	Expenditures
Operations (including SW Maint)	\$2,065,663		\$2,130,726
Hardware Maintenance	\$119,621		\$155,917
Telecommunications Lines, Internet/CMS	\$440,000		\$440,000
Software Application Enhancements	\$400,000		\$285,000
Balance from FY 2014 (a)		\$454,097	
FY 2015 Projected Revenue (b)		\$2,600,000	
<b>Total</b>	<b>\$3,025,283</b>	<b>\$3,054,097</b>	<b>\$3,011,643</b>
(a) Of the \$454,097 brought forward, \$121,572.65 is encumbered, leaving an available balance of \$332,524.23			
(b) FY 2015 Projected Revenues based on FY 2014 Actual Revenues of \$2,568,158			

Appendix D  
New Hampshire Judicial Branch  
RSA 490:26-h, IV (Dedicated IT Fund)  
FY 2015 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, the NH e-Court Project, and Microsoft Enterprise licensing.

We expect Software Maintenance expenses to be consistent with earlier average projections.

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.

In 2014, we added substantial processing power in anticipation of the NH e-Court Project. We expect to make significant additional strides in storage area space for 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 upgrade our court audio recording equipment to be in line with current technology. To accomplish this upgrade, we will accelerate our workstation upgrade plan. Hardware expenditures in this area will likely exceed earlier average 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 expect to exceed average annual network infrastructure expenditures in FY 2015 to support telephone migration to VoIP.

## Hardware Maintenance

Maintenance costs for service contracts on court system IT hardware.

We expect hardware maintenance expenses to be higher than earlier average projections due to the addition of videoconferencing equipment in all courts.

## 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, the NH e-Court Project and access to the Internet.

We expect telecommunications line expenses to be consistent with earlier average 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 the NH e-Court Project.

We expect software application enhancements expenses to be lower than earlier average projections because business and IT development resources are focused on implementation of the NH e-Court Project.

ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE

FIS 14 138

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER  
ATTORNEY GENERAL



ANN M. RICE  
DEPUTY ATTORNEY GENERAL

August 6, 2014

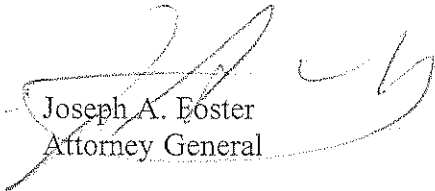
The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

Dear Chair Wallner:

Pursuant to RSA 21-M:5, VI, we submit the attached report of litigation expenditures for the period of July 1, 2013 through June 30, 2014.

If you should have any questions or need clarification, please let me know.

Respectfully submitted,

  
Joseph A. Foster  
Attorney General



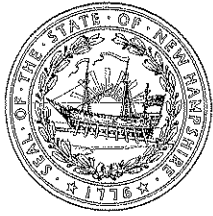
Department of Justice - Litigation Expense by Object Code/Case  
July 1, 2013-June 30, 2014,

**FY 14**

Budget Amount	\$350,000
Additional Request (RSA 7:12)	<u>\$900,000</u>
Total Available	\$1,250,000

<u>Expense Description</u>	<u>Object Code</u>	<u>Amount</u>
Consultants/Experts - Litigation	0769	\$337,483
Court Services Comp	0770	\$76,377
Misc.	0771,0772, 0775,0777,0779,0780	\$9,735
Hotel - Litigation	0773	\$2,207
Legal Consultants	0774	\$740,920
Postage	0778	\$669
Transport of Things	0782	<u>\$9,464</u>
Total		\$1,176,855

<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	\$14,161
Nickolas Marshall	Medicaid Fraud	200760312	\$15,373
Georgia Tuttle/(JUA)	Civil	200976804	\$12,744
Barry Ellsworth et al v NH Gov	Civil	201190148.1	\$386,435
State v. McLeod	Criminal	201085239	\$22,951
State v Rae	Criminal	201088121	\$5,950
Merrill v Liquor	Civil	201189653.1	\$4,930
Hooksett Wastewater	Environmental	201190022	\$245,286
State v Packer	Criminal	201194138	\$6,341
Northeast Rehab v DRA	Civil	201296709	\$11,112
TLT Construction	Transportation	201298074	\$63,809
Jordan v Todd	Transportation	201298796	\$17,150
Rubino v DRED	Civil	201299763	\$8,794
State v Disharoon	Civil	2012100419	\$8,800
State v Mazzaglia	Criminal	2012100859	\$26,936
Tri-County CAP Inquiry	Civil	2012101857	\$3,485
State v Rolfe	Criminal	2013102456	\$10,600
Roberts v Wrenn	Civil	2013102460	\$4,168
NH DOC v Jeffrey A. Bettez	Civil	2013102548	\$37,625
State v Hill	Criminal	2013102561	\$14,786
Brooks v Warden	Criminal	2013102599	\$26,426
Green & Russell v TLT	Transportation	2013103668	\$5,612
Goethel v Pese	Civil	2013103854	\$15,567
State v Hogarty	Criminal	2013103957	\$15,575
State v Breest	Criminal	2013103959	\$6,963
Adm. Svs. Misc	Civil	2013104511	\$7,433
Lemear v Wrenn	Civil	2013104642	\$3,466
Mass. V Pritzker	Civil	2013106055	\$4,493
In re: Reams	Criminal	2013106662	\$78,873
Hinsdale Harness	Criminal	2014107850	<u>\$6,750</u>
Total			\$1,092,593
Total of Cases under \$3,000			<u>84,262</u>
			1,176,855



FIS 14 139

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

August 13, 2014

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

**INFORMATIONAL ITEM**

In accordance with Chapter 144:22, Laws of 2013, the Department of Resources and Economic Development respectfully reports the following transfer of funds for the Division of Travel and Tourism Development's Welcome Information Centers for the quarter ending June 30, 2014.

**Highway Welcome Centers**

<b>From:</b>	03-35-35-352015-59190000-010	Personal Service - Permanent	\$ 76,305
	03-35-35-352015-50190000-018	Overtime	\$ 3,500
	03-35-35-352015-50190000-019	Holiday Pay	\$ 10,000
	03-35-35-352015-50190000-023	Heat Electricity Water	\$ 40,000
	03-35-35-352015-50190000-029	Inter-Agency Transfers	\$ 5,000
	03-35-35-352015-50190000-030	Equipment New/Replacement	\$ 860
	03-35-35-352015-50190000-039	Telecommunications	\$ 7,500
	03-35-35-352015-59190000-047	Own Forces Maintenance - B&G	\$ 10,000
	03-35-35-352015-50190000-060	Benefits	\$ 45,000
	03-35-35-352015-50190000-070	In-State Travel Reimbursement	<u>\$ 9,000</u>
		<i>Total:</i>	\$207,165

<b>To:</b>	03-35-35-352015-59190000-020	Current Expenses	\$ 14,000
	03-35-35-352015-59190000-022	Rents-Leases OTS	\$ 8,305
	03-35-35-352015-50190000-047	Own Forces Maintenance - B&G	\$ 40,816
	03-35-35-352015-50190000-048	Contractual Maintenance B&G	\$141,644
	03-35-35-352015-50190000-050	Personal Service - Temporary	<u>\$ 2,400</u>
		<i>Total:</i>	\$207,165

**Turnpike Welcome Centers**

<b>From:</b>	03-35-35-352017-18720000-010	Personal Service - Permanent	\$ 63,900
	03-35-35-352017-18720000-018	Overtime	\$ 1,000
	03-35-35-352017-18720000-019	Holiday Pay	\$ 10,000
	03-35-35-352017-18720000-023	Heat Electricity Water	\$ 48,000
	03-35-35-352017-18720000-024	Maintenance Other Than B&G	\$ 1,000
	03-35-35-352017-18720000-029	Inter-Agency Transfers	\$ 38,000
	03-35-35-352017-18720000-050	Personal Service - Temporary	\$ 2,000
	03-35-35-352017-18720000-060	Benefits	\$ 48,000
	03-35-35-352017-18720000-070	In-State Travel Reimbursement	<u>\$ 8,000</u>
		<i>Total:</i>	\$219,900

<i>To:</i>	03-35-35-352017-18720000-020	Current Expenses	\$ 4,000
	03-35-35-352017-18720000-022	Rents-Leases OTS	\$ 8,900
	03-35-35-352017-18720000-039	Telecommunications	\$ 1,000
	03-35-35-352017-18720000-047	Own Forces Maintenance B&G	\$ 47,380
	03-35-35-352017-18720000-048	Contractual Maintenance B&G	<u>\$158,620</u>
		<i>Total:</i>	\$219,900

EXPLANATION

Chapter 144:22, Laws of 2013, authorizes the Department to transfer funds among the appropriations for the Division of Travel and Tourism Development's Welcome Information Centers and to report such transfers on a quarterly basis to the Fiscal Committee of the General Court. The transfers reported above were necessary in order to adjust classes to adequately cover 4th quarter expenditures in Fiscal Year 2014.

Respectfully submitted,

Concurred,

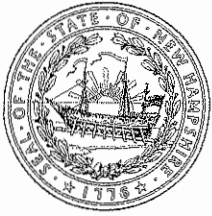


Amy Bassett  
Interim Director



Jeffrey J. Rose  
Commissioner

JJR:AB/lml



FIS 14 141

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

August 11, 2014

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

**INFORMATIONAL ITEM**

In accordance with RSA 12-A:28, the Department of Resources and Economic Development respectfully reports the following transfer of funds for Cannon Mountain ski area for the quarter ending June 30, 2014.

<b>From:</b>	03-35-35-351510-37030000-010	Personal Service – Permanent	\$ 60,000
	03-35-34-351510-37030000-011	Personal Service – Unclassified	15,000
	03-35-35-351510-37030000-018	Overtime	3,000
	03-35-35-351510-37030000-022	Rents-Leases OTS	29,000
	03-35-35-351510-37030000-103	Contracts for Op Services	<u>10,600</u>
		<b>Total:</b>	<b>\$117,600</b>

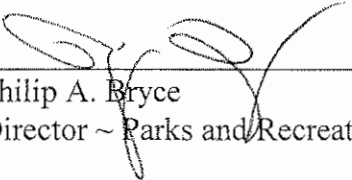
<b>To:</b>	03-35-35-351510-37030000-026	Organizational Dues	\$ 600
	03-35-35-351510-37030000-042	Additional Fringe Benefits	29,000
	03-35-35-351510-37030000-050	Personal Service – Temporary	12,000
	03-35-35-351510-37030000-059	Temporary Full Time	16,000
	03-35-35-351510-37030000-062	Workers Compensation	50,000
	03-35-35-351510-37030000-069	Promotional Marketing Expenses	<u>10,000</u>
		<b>Total:</b>	<b>\$117,600</b>

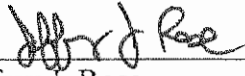
**EXPLANATION**

RSA 12-A:28 authorizes the Department to transfer funds among the appropriations for Cannon Mountain and to report such transfers to the Legislative Fiscal Committee and the Governor and Executive Council. The transfers reported above were necessary in order to adjust classes to adequately cover 4th quarter expenditures in Fiscal Year 2014.

Respectfully submitted,

Concurred,

  
Philip A. Bryce  
Director ~ Parks and Recreation

  
Jeffrey J. Rose  
Commissioner

PAB:JJR/lml

ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER  
ATTORNEY GENERAL



ANN M. RICE  
DEPUTY ATTORNEY GENERAL

September 3, 2014

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

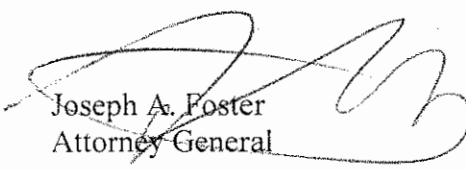
Her Excellency Governor Margaret Wood Hassan  
And the Honorable Council  
State House  
Concord, NH 03301

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,

  
Joseph A. Foster  
Attorney General

JAF/k  
#1086388

**State Drug Forfeiture Fund**  
**July 1, 2013 through June 30, 2014**

Beginning <u>Balance</u>	Revenue <u>Received</u>	<u>Expended</u>	Balance <u>6/30/2014</u>
\$450,889	\$103,978	\$27,045	\$527,822

Expenditures consist of one grant to the Berlin PD in the amount of \$3,901 and the remaining expenses (\$23,144) are the disbursements to law enforcement agencies for drug forfeiture cases and the NH Attorney General's Drug Task Force expenses.



The State of New Hampshire  
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

August 11, 2014

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

Dear Chairman Wallner:

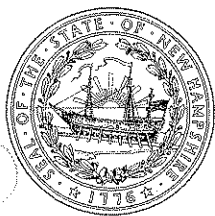
This letter is provided in response to Senator Sanborn's inquiry during the Fiscal Committee meeting of July 25, 2014 regarding the number of cell phones utilized by the staff at the Department of Environmental Services (DES). DES currently has 129 cell phones, which are used by approximately ¼ of the DES staff. These phones are used primarily by DES field staff and first responders who are responsible for dealing with flooding events, dam operations, oil and hazardous waste spills, and operational issues at the Winnepesaukee River Basin Project's wastewater treatment facilities. Additionally, cell phones enable staff to efficiently carry out numerous tasks, including maintaining contact with the office, identifying the GIS coordinates of a site, and creating photographic documentation of site issues. These cell phones serve as work efficiency tools, greatly improving staff productivity, reducing response time in the event of incidents that may threaten public health and safety, and enhancing our ability to provide excellent customer service.

I trust this answers Senator Sanborn's question. Please call Susan Carlson, DES Chief Operations Officer, at 271-1881, or me at 271-2958 if you or other members of the Fiscal Committee have any additional questions.

Respectfully,

Thomas S. Burack, Commissioner

cc: Susan Carlson, DES



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

August 11, 2014

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

**FIS 14 160**

**INFORMATIONAL ITEM**

In accordance with RSA 216-A:3-m, II, the Department of Resources and Economic Development respectfully reports the following transfer of funds for the Division of Parks and Recreation for the quarter ending June 30, 2014.

**Parks Administration - Support**

<b>From:</b> 03-35-35-351510-37010000-020	Current Expenses	\$ 1,000
<b>To:</b> 03-35-35-351510-37010000-039	Telecommunications	\$ 1,000

**Service Parks**

<b>From:</b> 03-35-35-351510-37200000-010	Personal Services – Permanent	\$ 81,000
03-35-35-351510-37200000-018	Overtime	\$ 3,000
03-35-35-351510-37200000-022	Rents-Leases OTS	\$ 8,000
03-35-35-351510-37200000-024	Maintenance Other Than B&G	\$ 5,000
03-35-35-351510-37200000-029	Inter-Agency Transfers	\$ 56,000
03-35-35-351510-37200000-030	Equipment New/Replacement	\$ 40,000
03-35-35-351510-37200000-037	Technology – Hardware	\$ 1,500
03-35-35-351510-37200000-038	Technology – Software	\$ 500
03-35-35-351510-37200000-059	Temporary Full Time	\$ 20,000
03-35-35-351510-37200000-060	Benefits	<u>\$ 55,000</u>
	<i>Total:</i>	\$270,000
<b>To:</b> 03-35-35-351510-37200000-019	Holiday Pay	\$ 5,000
03-35-35-351510-37200000-020	Current Expenses	\$ 88,000
03-35-35-351510-37200000-023	Heat Electricity Water	\$ 5,000
03-35-35-351510-37200000-039	Telecommunications	\$ 5,000
03-35-35-351510-37200000-048	Contractual Maintenance B&G	\$ 2,000
03-35-35-351510-37200000-050	Personal Service – Temporary	\$104,000
03-35-35-351510-37200000-060	Benefits	\$ 1,000
03-35-35-351510-37200000-102	Contracts for Program Services	\$ 12,000
03-35-35-351510-37200000-103	Contracts for Op Services	<u>\$ 48,000</u>
	<i>Total:</i>	\$270,000

**EXPLANATION**

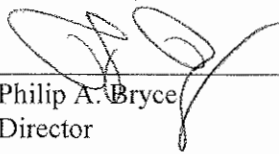
RSA 216-A:3-m, II, authorizes the Department to transfer funds among the appropriations for the Division of



Parks and Recreation and to report such transfers on a quarterly basis to the Fiscal Committee of the General Court, the Governor and Executive Council, the Speaker of the House and Senate President, and the chairpersons of the Resources, Recreation and Development and the Energy and Natural Resources committees. The transfers reported above were necessary to adequately cover 4<sup>th</sup> quarter expenditures in Fiscal Year 2014.


Respectfully submitted,

Concurred,



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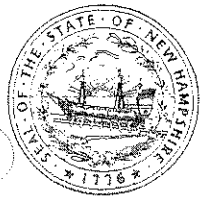
Philip A. Bryce  
Director



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Jeffrey J. Rose  
Commissioner

JJR:PAB/lml



# State of New Hampshire

DEPARTMENT OF HEALTH AND HUMAN SERVICES

129 PLEASANT STREET, CONCORD, NH 03301-3857

603-271-9200 FAX: 603-271-4912 TDD ACCESS: RELAY NH 1-800-735-2964

NICHOLAS A. TOUMPAS  
COMMISSIONER

FIS 14 161

September 9, 2014

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

**Re: Informational Item – Sean William Corey Pilot Program Report**

### Introduction

2011 N.H. Laws 224:298, state, inter alia, that a report shall be issued by the Department of Health and Human Services to the Fiscal Committee of the General Court at the end of the three-year cycle, beginning on July 1, 2011, and ending on July 1, 2014, regarding the Sean William Corey Pilot Program. This report is required to review the course of the pilot program and submit recommendations as to its continuation, expansion or conclusion.

### Explanation

As part of the budget in 2011, the General Court adopted the aforementioned legislation, codified at N.H. RSA 126-A:4-h, allowing for the Department to authorize reimbursement to a parent providing home health aide services in the case of undue hardship. Subject to approval from the Centers for Medicare and Medicaid Services (CMS), this pilot program was identified as an initial three-year cycle limited to no more than 10 Medicaid-eligible children receiving home health aide services, from their parent(s), under the pilot program at any given time with an annual cap not to exceed \$25,000 per child. The pilot program identified three components: (1) conditions that the parent caregiver had to meet; (2) medical criteria that the child's condition had to meet; and (3) identification of the undue hardship standard and reimbursement limits.

### Administration of the Pilot Program

Performing its due diligence, the Department thoroughly reviewed CMS criteria and guidance regarding the establishment of the pilot program. Initial consideration had to be given as to the type of benefit under which the pilot program would be categorized. The determination was that the pilot program could not be a waiver service as CMS guidance is clear that State Plan benefits cannot also be waiver services and home health aide services are a State Plan benefit. Therefore, the pilot program would have to comply with CMS regulations for State Plan benefits and as part of this review it was determined that that the pilot program was precluded based on the following criteria:

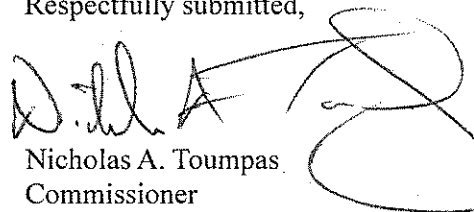
1. Based upon the federal regulation 42 C.F.R § 440.240, Comparability a state plan benefit cannot be limited to a set number of people.
2. Based upon the federal regulation 42 C.F.R § 440.230, Sufficiency of amount, duration and scope a state plan benefit must be sufficient in amount, duration and scope to reasonably achieve its purpose and may not arbitrarily deny or reduce the amount, duration or scope to an otherwise eligible beneficiary. This regulation is clear that a benefit cannot set an annual limit for a unique population served when the general population is not held to that same limit. Additionally, the undue hardship standard, as set forth in the legislation, could not be implemented because additional financial eligibility criteria cannot be required for a unique population.

Therefore, the Department was not able to operationalize the pilot program since its requirements invalidated Medicaid reimbursement. Notwithstanding, the Department continues to address the home health needs of children enrolled in Medicaid through the State Plan benefit as defined in He-W 553 (Home Health Services). It is worthwhile to note that under the current State Plan benefit a parent can be employed by a home health agency and be reimbursed for Medicaid authorized services provided to their own child if the agency's business practice allows.

#### **Recommendation**

The Department recommends that the pilot program be concluded because it could not be implemented under CMS rules.

Respectfully submitted,

  
Nicholas A. Toumpas  
Commissioner

HB 2 (2011)

224:298 New Section; Health and Human Services; Sean William Corey Program; Home Health Aide Services for Children who are Medically Fragile or Children with Chronic Illness; Pilot Program. Amend RSA 126-A by inserting after section 4-g the following new section:

126-A:4-h Home Health Aide Services for Children who are Medically Fragile or Children with Chronic Illness; Pilot Program.

I. The parent of a child described in paragraph II may be authorized by the department to provide home health aide services to his or her child if the parent:

- (a) Is employed by a licensed home health agency;
- (b) Is reimbursed through the Medicaid program for the care of his or her child only; and
- (c) Meets the undue hardship standard in paragraph III.

II. A child is eligible for home health aide services if the child is medically fragile or has a chronic illness and such child:

- (a) Is aged birth to 19;
- (b) Has a medical diagnosis of an acute onset medical condition or a chronic medical condition;
- (c) Requires a nursing facility or hospital level of care, as defined in RSA 167:3-g;
- (d) Resides at home; and
- (e) Is determined eligible for the home health aide service through the use of a standardized rating tool developed by the department.

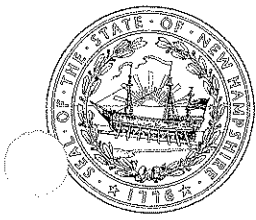
III. The department may authorize reimbursement to a parent providing home health aide services in the case of undue hardship. Subject to approval from the Centers for Medicare and Medicaid Services, this section shall apply only to families whose income is no greater than 200 percent of the federal poverty limit. Such reimbursement shall occur only when the department determines that the needs of the child, the unavailability of appropriate providers or suitable alternative care services, and cost efficiencies make utilization of a parent for the provision of such services necessary and appropriate. Reimbursement shall be limited to care that is medically necessary due to specific health needs and shall not be made for care generally expected and provided by parents to a child of similar age and developmental stage. The department shall not authorize reimbursement to a parent until a plan and rules adopted pursuant to RSA 541-A, are reviewed

and approved by the oversight committee on health and human services, established in RSA 126-A:13.

IV. The department shall establish a Medicaid reimbursement rate for home health aide services. Such reimbursement rate shall be based on the current average wage of personal care workers reimbursed through the Medicaid program and the cost of nursing supervision required by federal law for unskilled care. The annual expenditure for such service shall not exceed \$25,000 per child and the home health agency shall not retain more than 10 percent of the Medicaid reimbursement rate received for the home health aide service.

V. No more than 10 Medicaid-eligible children may receive home health aide services under the program at any given time.

VI. The department shall operate the program established in this section as a 3-year pilot program, beginning July 1, 2011, at the end of which time the department shall evaluate its success and recommend its continuation, expansion, or conclusion. The department of health and human services shall provide an annual report on the pilot program to the fiscal committee of the general court. The report shall be filed with the chairperson of the committee by July 1 of each year beginning July 1, 2012.



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

August 11, 2014

**FIS 14 162**

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

**INFORMATIONAL ITEM**

In accordance with RSA 215-A:3, II-b and RSA 215-C:2, VIII-b, the Department of Resources and Economic Development respectfully reports the following transfers of funds for the Bureau of Trails for the quarter ending June 30, 2014.

<b>From:</b>	03-35-35-351510-35580000-020	Current Expenses	\$28,000
	03-35-35-351510-35580000-024	Maintenance Other Than B&G	6,000
	03-35-35-351510-35580000-030	Equipment New / Replacement	10,000
	03-35-35-351510-35580000-047	Own Forces Maintenance B&G	20,591
		<i>Total:</i>	<u>\$64,591</u>
<b>To:</b>	03-35-35-351510-35580000-022	Rents-Leases OTS	\$52,660
	03-35-35-351510-35580000-023	Heat Electricity Water	8,000
	03-35-35-351510-35580000-050	Personal Service - Temporary	3,931
		<i>Total:</i>	<u>\$64,591</u>

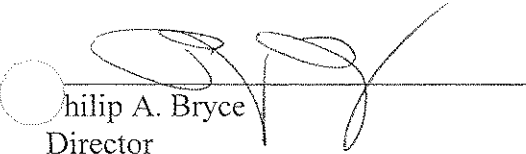
**EXPLANATION**

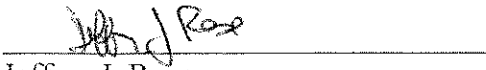
RSA 215-A:3, II-b and RSA 215-C:2, VIII-b, authorizes the Department to transfer funds among the appropriations for the Bureau of Trails and to report such transfers on a quarterly basis to the Fiscal Committee of the General Court, the Governor and Executive Council, the Speaker of the House and Senate President, and the chairpersons of the Resources, Recreation and Development and the Energy and Natural Resources committees.

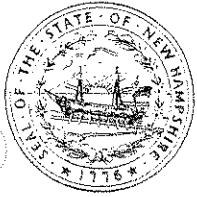
The transfers reported above were necessary to cover increased expenditures in Fiscal Year 2014 due to the longer and colder winter as well as from the heavy rains in early spring.

Respectfully submitted,

Concurred,

  
 Philip A. Bryce  
 Director

  
 Jeffrey J. Rose  
 Commissioner



# State of New Hampshire

DEPARTMENT OF HEALTH AND HUMAN SERVICES

129 PLEASANT STREET, CONCORD, NH 03301-3857  
603-271-9200 FAX: 603-271-4912 TDD ACCESS: RELAY NH 1-800-735-2964

FIS 14 163

NICHOLAS A. TOUMPAS  
COMMISSIONER

August 7, 2014

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

*Re: Dashboard – June 2014*

## Information

The Department of Health and Human Services provides the monthly dashboard report to inform policy makers as to the 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,
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 four 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 to 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.
- Individuals who qualify for subsidized health care under the federal Affordable Care Act receive assistance in selecting and paying for health care coverage as provided for under the New Hampshire Health Protection Program.
- 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 30, 2014, the Department provided services to an average of 155,707 individuals per month, which was approximately equal to the SFY13 caseloads (Table 1). The number of Medicaid clients had been trending at slightly less than prior year through December 2013 but increased significantly in the final half of the fiscal year (Table 2). The increase is related to changes in eligibility implemented as part of the Modified Adjusted Gross Income (MAGI) methodology as part of the federal Affordable Care Act.

**Table 1**  
**Average Enrollment (Persons) State Fiscal Years Ending**

	SFY11	SFY12	SFY13	SFY14
Total Unduplicated Persons	152,821	154,715	155,664	155,707
<i>Pct Increase from Prior Year</i>	<i>4.71%</i>	<i>1.24%</i>	<i>0.61%</i>	<i>0.03%</i>
Medicaid Persons	119,612	119,832	129,721	132,385
<i>Pct Increase from Prior Year</i>	<i>2.21%</i>	<i>0.18%</i>	<i>8.25%</i>	<i>2.05%</i>
Food Stamp Persons	112,302	115,987	117,899	113,331
<i>Pct Increase from Prior Year</i>	<i>13.19%</i>	<i>3.28%</i>	<i>1.65%</i>	<i>-3.87%</i>
FANF Persons	13,696	10,870	8,494	7,449
<i>Pct Increase from Prior Year</i>	<i>-2.85%</i>	<i>-20.63%</i>	<i>-21.86%</i>	<i>-12.30%</i>
APTD Persons	8,794	8,778	8,136	7,835
<i>Pct Increase from Prior Year</i>	<i>6.16%</i>	<i>-0.19%</i>	<i>-7.31%</i>	<i>-3.70%</i>
Elderly Nursing Services	7,188	7,237	7,197	7,224
<i>Pct Increase from Prior Year</i>	<i>-1.37%</i>	<i>0.68%</i>	<i>-0.55%</i>	<i>0.38%</i>

*Note: Medicaid persons for SFY11 and SFY12 does not include CHIP program.*

**Table 2**  
**Number of Individual on Medicaid**

		Versus Pr Month	Versus Prior Year
Jul-13	129,255	(98)	(314)
Aug-13	129,063	(192)	(888)
Sep-13	128,364	(699)	(1,115)
Oct-13	128,276	(88)	(2,117)
Nov-13	127,359	(917)	(2,751)
Dec-13	126,905	(454)	(3,096)
Jan-14	132,034	5,129	1,795
Feb-14	134,728	2,694	5,528
Mar-14	136,815	2,087	7,402
Apr-14	138,157	1,342	8,811
May-14	138,562	405	8,964
June-14	139,105	543	9,752



### **Funding Issues**

On Table A of the dashboard, since the beginning of the biennium, the Department had been tracking a projected general fund shortfall for the biennium of \$36.6 million and the approved budget assumes another \$47.6 million of lapse from Department appropriations. The Department has historically been proactive in dealing with budget shortfalls and the current budget issues were and will continue to be addressed in a similar manner. The day the budget was passed, the Department began work on assessing funding shortfalls and options for addressing those shortfalls.

- A DHHS hiring freeze was implemented for all non-direct care positions with an objective of maintaining 250 vacancies. Vacancies at the end of June were 291, 10% of authorized positions.
- All administrative accounts were reviewed to identify areas for potential reduction.
- Similar to the LBA process during the Senate phase of the budget, a list of program areas where significant general funds were added to our budget was prepared and reviewed.

In recent months, additional shortfalls were identified related to the federally required implementation of ICD-10 reporting, implementation of health care expansion, for potential delays to Medicaid care management for long term support services, and for additional Medicaid caseloads. No additional funding has been provided for these shortfalls. For SFY14, the Department satisfied the funding needs through vacancy savings, savings in prescription drugs, and surpluses in certain programs. These are funds that would have lapsed had they not been needed to resolve funding issues. The SFY15 estimated shortfalls are in excess of \$47 million general funds and the Department is currently working with the Governor's office to develop options.

### **Operations & Administration**

For SFY14 and SFY15, the Department has a number of operations challenges. Several significant changes to service delivery systems and operational infrastructure are in process. These are identified on Table 3.

Additionally, legislation related to medical marijuana, family planning services, New Hampshire Health Protection Program and mental health services provided no funding or staff for implementation and has and will continue to require that resources be transferred from other areas of the Department's budget.

These projects and high caseloads are straining the Department's capacity. In July 2008, the Department provided services to 125,236; today the Department provides services to 162,897 individuals, representing an increase of 30%. In July 2008, the Department had 3,095 filled positions. The number of filled positions has fallen to 2,606, representing a loss of over 500 positions, 19%. The decline in number of staff is exacerbated by the fact that over 10% of the Department's workforce is age 60 with at least 10 years of service 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, 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
- Litigation involving developmental services inclusion in Medicaid Care Management
- Managing the disproportionate share program
- Audits by the Office of Inspector General
- Federal review of Title IV-E
- Audits by the LBA such as the recently completed audit of EBT cards and the Sununu Youth Services Center
- State Single Audit

**Table 3**  
**Transformation Initiatives SFY14-SFY15**

Service Delivery

1. Medicaid Care Management for Medical and Long Term Care Services
2. Implementation of Children in Need of Services (CHINS) Voluntary Services
3. Implementation of the 10-Year Mental Health Plan
4. State Innovation Model (SIM) Grant
5. Balanced Incentive Program (BIP) Grant

Medicaid Model

6. Development of an 1115 Waiver to restructure the Medicaid program
7. 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
8. Implementation of the State's health care protection program

Information Technology

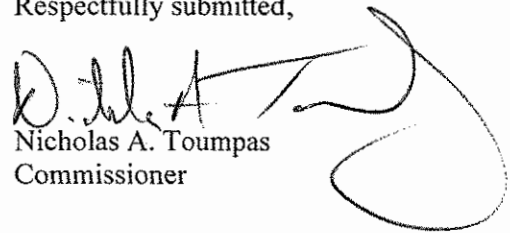
9. Medicaid Management Information System
10. Service Delivery System Transformation – Data Repository
11. Implementation of federal ICD-10 regulations
12. Health Information Exchange
13. Replace Child Support Information System (NECSSES)
14. Complete the installation of the Medicaid Management Information System (MMIS)
15. Continue the modernization of the eligibility determination system (New HEIGHTS)
16. Implement Electronic Medical Records at New Hampshire Hospital
17. Implement WISDOM Public Health Performance Management System

August 7, 2014

**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. Successful transition to a new business structure, however, is challenged by continuing reduction in resources and resistance from existing delivery systems and stakeholders.

Respectfully submitted,

  
Nicholas A. Toumpas  
Commissioner

Enclosure

cc: The Honorable Mary Jane Wallner, Chairman, House Finance Committee  
The Honorable Jeanie Forrester, Chairman, Senate Finance Committee  
The Honorable Chuck W. Morse, President, NH State Senate  
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 Terie Norelli, Speaker, NH House of Representatives  
Jeffrey A. Pattison, Legislative Budget Assistant

**Executive Council**

The Honorable Colin Van Ostern      The Honorable Chris Sununu      The Honorable Joseph D. Kenney  
The Honorable Christopher Pappas      The Honorable Debora B. Pignatelli

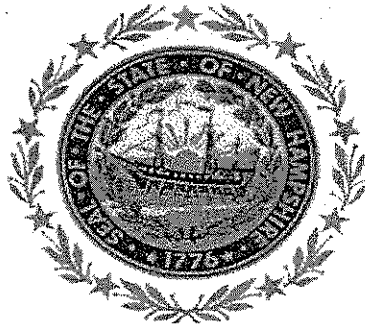
**House Finance Committee**

The Honorable Mary Allen      The Honorable Richard Barry      The Honorable Bernard Benn  
The Honorable Thomas Buco      The Honorable John Cebrowski      The Honorable Daniel Eaton  
The Honorable Robert Elliott      The Honorable Susan Ford      The Honorable Marilinda Garcia  
The Honorable William Hatch      The Honorable David Huot      The Honorable Neal Kurk  
The Honorable Peter Leishman      The Honorable Alfred Lerandeanu      The Honorable Dan McGuire  
The Honorable Sharon Nordgren      The Honorable Lynne Ober      The Honorable Katherine Rogers  
The Honorable Cindy Rosenwald      The Honorable Stephen Spratt      The Honorable Karen Umberger  
The Honorable Robert Walsh      The Honorable Kenneth Weyler      The Honorable Colette Worsman

**Senate Finance Committee**

The Honorable Peter Bragdon      The Honorable Lou D'Allesandro  
The Honorable Sylvia Larsen      The Honorable Bob Odell

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**



**OPERATING STATISTICS DASHBOARD**

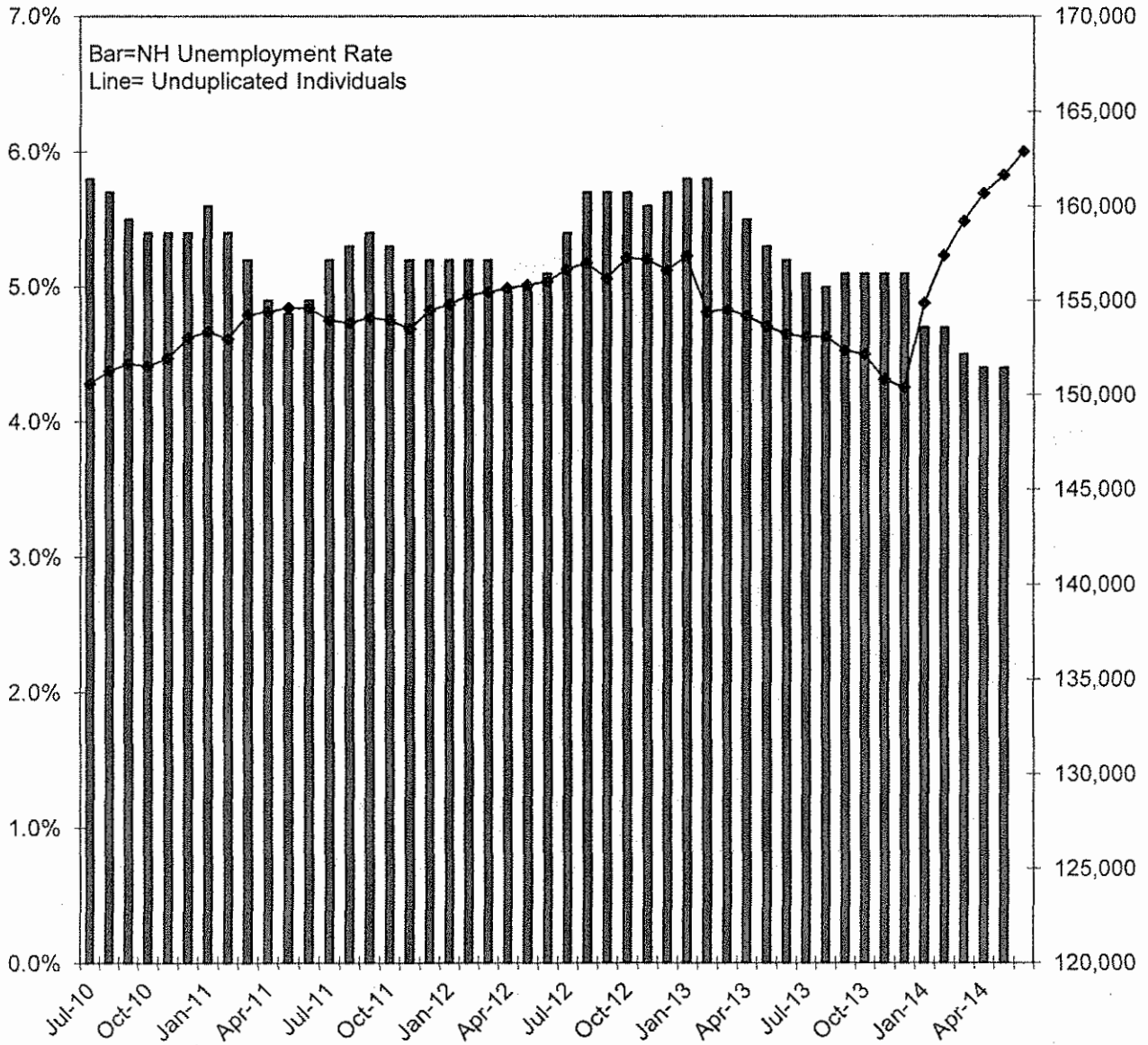
**DATA THROUGH JUNE 2014**

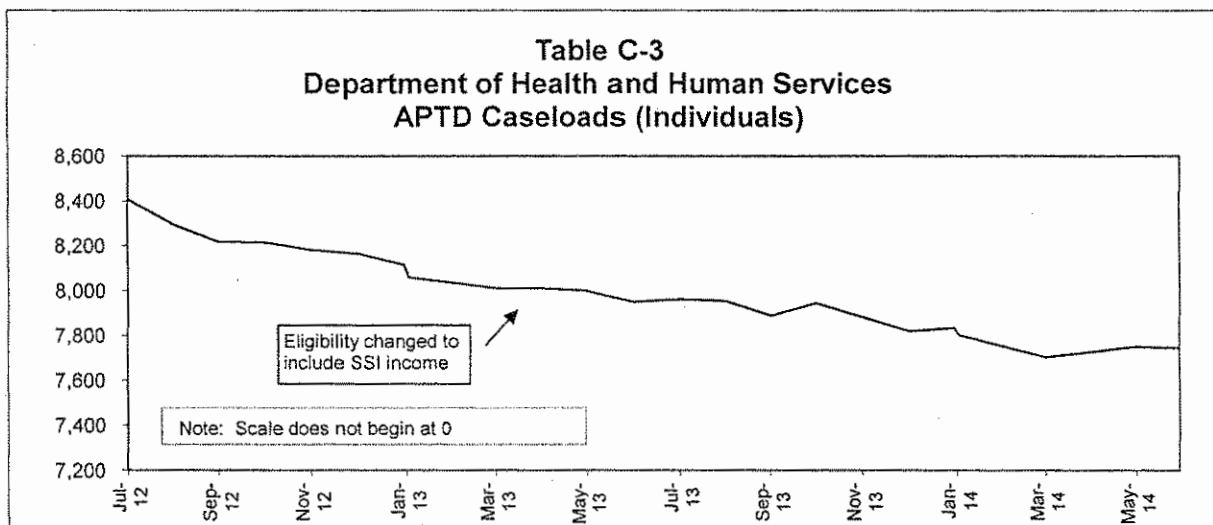
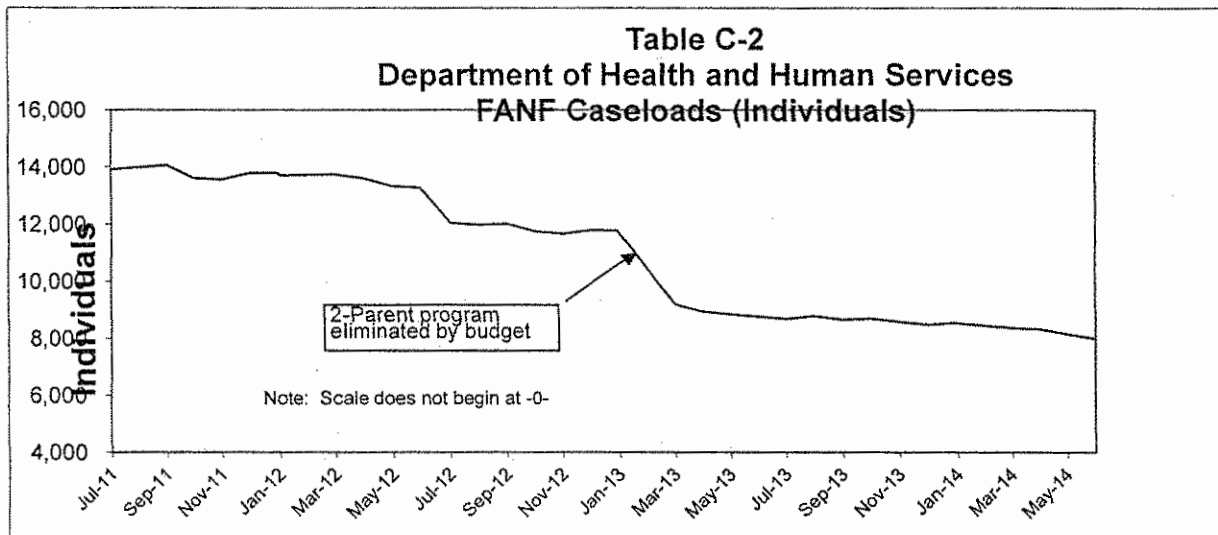
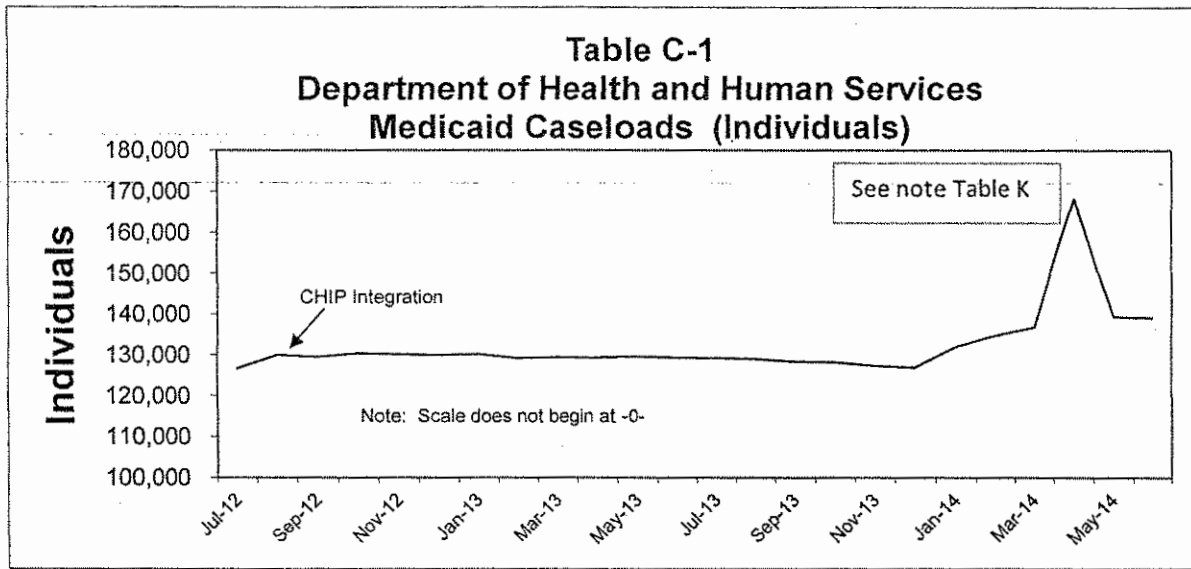
**SFY14**

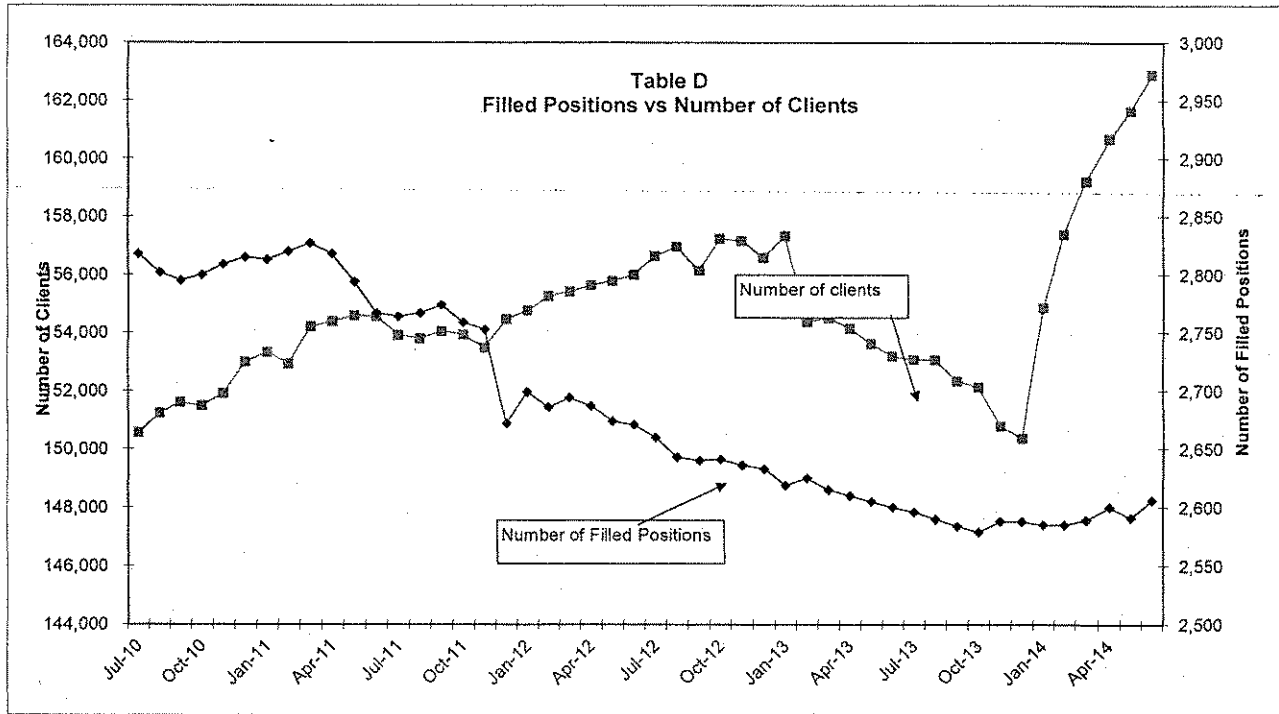
Prepared July 18 2014

	A	B	C	D	E	F
1	<b>Department of Health and Human Services</b>					
2	<b>Budget Planning SFY14-SFY15</b>					
3	<b>As of July 18, 2014</b>					
4	The budget for SFY14-15 provides insufficient general funds to address the legislative intents for services and					
5	The items reported on the list include only those which a) are likely to be incurred and b) for which amounts can be					
6	Traditionally, the Department avoids using funds that would otherwise lapse to address budget shortfalls so as to not					
7	Prepared July 18, 2014					
8			<b>General Fund Figures Rounded to \$000</b>	<b>SFY15 Est 5/31</b>	<b>SFY15 Est 6/30</b>	
9	<b>Lapse Estimated in Final Budget</b>					
10			Lapse estimated in final budget-3.68%	(\$23,785)	(\$23,785)	
11						
12	<b>Shortfalls Previously Reported</b>					
13	DHHS		DHHS footnote reduction (HB2:10) (\$7 mil F14-15)	(\$3,500)	(\$3,500)	
14	DHHS		DHHS share of statewide personnel reduction	(\$2,623)	(\$1,923)	
15	DHHS		Health Facility Licensing Fees not authorized	(\$173)	(\$173)	
16	DHHS		Budgeting Error-Food License Revenue Budgeted Twice	(\$907)	(\$907)	
17	DHHS		Medicaid To Schools-Transportation	(\$2,000)	(\$2,000)	
18	DHHS		DSH Settlement	\$0	\$0	
19	SYSC		Reduction in SYSC appropriation (HB2:14)	(\$750)	(\$750)	
20	DHHS		Delayed Implementation Medicaid Care Management -Step 1	(\$8,460)	(\$8,460)	
21	DHHS		Shifting of Timeline for Implementation of Care Management for Long Term Supports (Step 2)	(\$5,600)	(\$5,600)	
22						
23	DHHS		Health Care Protection (SB413)	(\$6,559)	(\$6,559)	
24	BBH		Community Mental Health Agreement (HB1635)	(\$5,522)	(\$5,522)	
25	DHHS		Federal regulation for ICD-10 Implementation	(\$3,617)	(\$3,617)	
26	NHH		Admissions Unit (SB235)	(\$81)	(\$81)	
27	DHHS		Medicaid Caseload Increases-Children	(\$5,540)	(\$5,540)	
28	DHHS		Medicaid Caseload Increases-Parent-Caregiver	(\$6,791)	(\$6,791)	
29	DHHS		Medicaid Caseload Increases-Pregnant Women	(\$4,184)	(\$4,184)	
30	DHHS		Savings from clients who leave Medicaid for Employer Sponsored Insurance under federal ACS	\$4,964	\$4,964	
31	DHHS		Added cost-Clients currently Eligible but Not Enrolled in Medicaid, a/k/a Woodwork	(\$7,608)	(\$7,608)	
32						
33			<b>Total Estimated Shortfalls</b>	<b>(\$58,951)</b>	<b>(\$58,251)</b>	
34						
35	<b>Potential Funding Sources</b>					
36	DHHS		Vacancy savings	\$4,000	\$4,000	
37	BDS		Savings from lower service utilization	\$1,045	\$1,045	
38	DPHS		Reduced funding for Family Planning	\$100	\$100	
39	DPHS		Reduced funding for Comm Health Centers	\$750	\$750	
40	SYSC		Reduction in SYSC appropriation (HB2:14)	\$750	\$750	
41	DCS		OAPD	\$2,000	\$2,000	
42	Drugs		SPDC-OMBP	\$2,871	\$2,871	
43			<b>Funding Sources Identified</b>	<b>\$11,516</b>	<b>\$11,516</b>	
44						
45			<b>Net Surplus (Shortfall)</b>	<b>(\$47,436)</b>	<b>(\$46,736)</b>	
46						
47						

**Table B**  
**Department of Health and Human Services**  
**Caseload vs Unemployment Rate**









	A	B	C	D	E	F	G	H
1	<b>Table E</b>							
2	<b>Department of Health and Human Services</b>							
3	<b>Operating Statistics</b>							
4	<b>Children In Services</b>							
5								
6		<b>DCYF</b>	<b>DCYF</b>	<b>Family Foster</b>	<b>Residential</b>	<b>Child Care</b>	<b>Child Care</b>	<b>SYSC</b>
7		<b>Referrals</b>	<b>Assessments</b>	<b>Care</b>	<b>Placement</b>	<b>Emplmnt</b>	<b>Wait List</b>	<b>Secure</b>
8				<b>Placement</b>		<b>Related</b>		<b>Census</b>
9		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
10								
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	Jul-13	1,124	772	571	315	5,568	0	61
60	Aug-13	1,045	591	570	323	5,517	0	60
61	Sep-13	1,276	544	560	297	5,345	0	56
62	Oct-13	1,276	603	567	305	5,357	0	58
63	Nov-13	1,083	536	565	304	5,350	0	61
64	Dec-13	1,111	649	559	299	5,322	0	61
65	Jan-14	1,260	706	542	290	5,298	0	66
66	Feb-14	962	688	531	309	5,238	0	59
67	Mar-14	1,307	1,016	537	311	5,459	0	62
68	Apr-14	1,324	972	539	313	5,512	0	62
69	May-14	1,370	866	531	317	5,737	0	59
70	Jun-14	1,267	684	535	324	5,694	0	59
71								
72	SFY11	1,140	743	630	415	4,833	1,178	62
73	SFY12	1,189	771	596	322	5,043	0	60
74	SFY13	1,177	745	606	321	5,180	0	60
75	SFY14	1,200	719	551	309	5,450	0	60
76								
77	<b>Source of Data</b>							
78	Column							
79	B	DCYF SFY Management Database Report: Bridges.						
80	C	DCYF Assessment Supervisory Report: Bridges.						
81	D	Bridges placement authorizations during the month, unduplicated.						
82	E	Bridges placement authorizations during the month, unduplicated.						
83	F	Bridges Expenditure Report, NHB-OAR8-128						
84	G	Child Care Wait List Screen: New Heights						
85	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	Food	Child Support Cases					
7			Persons	Stamps	Current	Former	Never	Total		
8			Persons	Persons	Cases	Cases	Cases	Cases		
9		Actual	Actual	Actual	Actual	Actual	Actual	Actual		
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	Jul-13	7,926	7,962	115,691	4,035	17,724	13,193	34,952		
59	Aug-13	7,922	7,955	115,499	3,866	17,901	13,180	34,947		
60	Sep-13	7,709	7,889	114,725	3,772	17,913	13,183	34,868		
61	Oct-13	7,609	7,945	114,915	3,938	17,797	13,227	34,962		
62	Nov-13	7,449	7,882	113,514	3,793	17,908	13,325	35,026		
63	Dec-13	7,334	7,820	112,908	3,803	17,774	13,331	34,908		
64	Jan-14	7,330	7,834	113,326	3,762	17,783	13,316	34,861		
65	Feb-14	7,353	7,803	112,791	3,767	17,695	13,329	34,791		
66	Mar-14	7,242	7,704	112,511	3,723	17,734	13,361	34,818		
67	Apr-14	7,277	7,727	112,144	3,863	17,593	13,453	34,909		
68	May-14	7,119	7,751	111,362	3,828	17,592	13,518	34,938		
69	Jun-14	7,116	7,745	110,590	3,700	17,766	13,683	35,149		
70										
71	SFY11	13,696	8,794	112,302	5,581	17,264	13,006	35,850		
72	SFY12	10,870	8,774	115,987	4,951	17,416	12,823	35,190		
73	SFY13	8,494	8,136	117,899	4,086	17,677	12,942	34,705		
74	SFY14	7,449	7,835	113,331	3,821	17,765	13,342	34,927		
75										
76										
77										
78	<b>Source of Data</b>									
79	Column									
80	B	Office of Research & Analysis, C								
81	C	Budget Document								
82	D	Budget Document								
83	E-H	DCSS Caseload (Month End Actual from NECSES)								
84										
85	Note	* Effective 3/1/12, SSI or SSP is considered when determining FANF								
86		eligibility. Those child support cases no longer eligible, are now "Former"								
87		assistance cases.								
88										

	A	B	C	D	E	F	G	H	I
1	<b>Table G</b>								
2	<b>Department of Health and Human Services</b>								
3	<b>Operating Statistics</b>								
4	<b>Community Mental Health Center Medicaid</b>								
5									
6		<b>Monthly Cost</b>	<b>YTD Weekly Average Cost</b>						
7		<b>Actual</b>	<b>Actual</b>						
32	Jul-11	\$7,631,195	\$ 1,526,239	<b>Medicaid Client Trending Report</b>					
33	Aug-11	\$6,879,546	\$ 1,612,305	Current Date:		Note: All figures are year-to-date			
34	Sep-11	\$8,259,497	\$ 1,626,446	<b>ACTUALS - YTD</b>					
35	Oct-11	\$6,551,174	\$ 1,628,967	<b>FISCAL YEAR</b>	<b>QTR 1</b>	<b>QTR 2</b>	<b>QTR 3</b>	<b>QTR 4</b>	
36	Nov-11	\$6,684,985	\$ 1,636,654	2008	11,016	13,553	15,497	17,392	
37	Dec-11	\$8,227,790	\$ 1,638,303	2009	12,014	14,693	16,849	19,206	
38	Jan-12	\$6,020,154	\$ 1,621,108	2010	13,240	16,187	18,580	20,797	
39	Feb-12	\$6,992,712	\$ 1,635,630	2011	13,480	16,390	18,410	20,665	
40	Mar-12	\$8,495,420	\$ 1,643,562	2012	13,358	15,775	17,447	19,925	
41	Apr-12	\$7,164,315	\$ 1,656,972	2013	13,227	15,761	17,460	19,555	
42	May-12	\$7,280,134	\$ 1,670,561	2014					
43	Jun-12	\$8,576,998	\$ 1,674,791						
44	Jul-12	\$6,080,133	\$ 1,520,033	<b>BUDGETED - YTD</b>					
45	Aug-12	\$8,396,227	\$ 1,608,484	<b>FISCAL YEAR</b>	<b>QTR 1</b>	<b>QTR 2</b>	<b>QTR 3</b>	<b>QTR 4</b>	
46	Sep-12	\$6,638,801	\$ 1,624,243	2011	12,541	15,333	17,599	19,699	
47	Oct-12	\$6,557,972	\$ 1,627,831	2012	13,806	16,787	18,856	21,165	
48	Nov-12	\$8,163,038	\$ 1,628,917	2013	14,214	16,786	18,565	21,202	
49	Dec-12	\$6,888,680	\$ 1,643,264	2014	13,957	16,631	18,424	20,635	
50	Jan-13	\$5,678,659	\$ 1,613,450	<b>VARIANCE: BUDGETED TO ACTUAL - YTD</b>					
51	Feb-13	\$6,844,750	\$ 1,624,949	<b>FISCAL YEAR</b>	<b>QTR 1</b>	<b>QTR 2</b>	<b>QTR 3</b>	<b>QTR 4</b>	
52	Mar-13	\$9,366,958	\$ 1,656,800	2012	-448	-1,012	-1,409	-1,240	
53	Apr-13	\$9,806,502	\$ 1,730,738	2013	-987	-1,025	-1,105	-1,647	
54	May-13	\$5,993,645	\$ 1,675,320	2014					
55	Jun-13	\$6,614,944	\$ 1,673,660						
56	Jul-13	\$6,663,858	\$ 1,665,965						
57	Aug-13	\$8,147,505	\$ 1,645,707						
58	Sep-13	\$6,844,233	\$ 1,665,815						
59	Oct-13	\$6,845,837	\$ 1,676,555						
60	Nov-13	\$8,112,072	\$ 1,664,250						
61	Dec-13	\$5,264,639	\$ 1,610,698						
62	Jan-14	\$3,271,442	\$ 1,456,438						
63	Feb-14	\$3,303,114	\$ 1,384,363						
64	Mar-14	\$2,783,850	\$ 1,313,758						
65	Apr-14	\$3,119,386	\$ 1,264,092						
66	May-14	\$3,612,579	\$ 1,207,677						
67	Jun-14	\$2,869,971	\$ 1,169,971						
68									
69	SFY11		\$ 1,752,303						
70	SFY12		\$ 1,674,791						
71	SFY13		\$ 1,673,660						
72	SFY14		\$ 1,169,971						

	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														
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	6,658	7,578	2,390	238	9	4,030	4,422	60.5%	205	1,228	1		
54	May-13	7,037	7,578	2,511	362	11	4,164	4,422	59.2%	174	1,206	1		
55	Jun-13	7,038	7,578	2,405	421	10	4,212	4,422	59.8%	194	1,224	1	769	YTD
56	Jul-13	7,153	7,356	2,452	421	72	4,280	4,380	59.8%	276	1,230	1		
57	Aug-13	7,284	7,356	2,532	439	25	4,313	4,380	59.2%	263	1,225	1		
58	Sep-13	7,145	7,356	2,480	449	20	4,216	4,380	59.0%	264	1,247	1	474	YTD
59	Oct-13	7,290	7,356	2,435	459	24	4,396	4,380	60.3%	291	1,255	1		
60	Nov-13	7,264	7,356	2,422	488	36	4,354	4,380	59.9%	224	1,242	6		
61	Dec-13	7,342	7,356	2,417	454	27	4,471	4,380	60.9%	255	1,267	3	573	YTD
62	Jan-14	7,265	7,356	2,428	481	27	4,356	4,380	60.0%	319	1,269	3		
63	Feb-14	7,041	7,356	2,372	449	37	4,220	4,380	59.9%	258	1,270	0		
64	Mar-14	7,121	7,356	2,366	455	27	4,300	4,380	60.4%	283	1,266	0	652	YTD
65	Apr-14	7,125	7,356	2,317	493	24	4,315	4,380	60.6%	298	1,238	0		
66	May-14	7,439	7,356	2,418	477	24	4,544	4,380	61.1%	312	1,265	0		
67	Jun-14	7,271	7,356	2,356	475	32	4,440	4,380	61.1%	282	1,216	0	675	
68														
69	SFY11	7,188	7,740	2,513	399	33	4,277	4,063	59.5%	212	1,071	3	620	
70	SFY12	7,237	7,515	2,426	440	33	4,370	4,400	60.4%	226	1,084	6	681	
71	SFY13	7,152	7,578	2,445	431	29	4,276	4,422	59.8%	211	1,172	2	657	
72	SFY14	7,228	7,356	2,416	462	31	4,350	4,380	60.2%	277	1,249	1	594	
73														
74		Note 1: These clients are also captured under OMBP Provider Payments												
75		Note : CFI Home Health = CFI Home Support and Home Health Care Waiver Services												
76	Source of Data													
77	Columns													
78														
79	D-F	MDSS monthly client counts												
80	G	3 month Avg of the number of paid bed days in the month/days in prior month												
81		by the number of days in the previous month. MDSS												
82	J	Options Monthly Protective Reports												
83	K	Options Monthly Activity Report												
84	L	SSBG Adult In-Home Care verbal report from Adult Protective Services Administrator												
85	M	Quarterly Options Paid Claims from Business Systems Unit Manager												

	A	B	C	D	E	F	G	H	I	J
1	<b>Operating Statistics</b>									
2	<b>Developmental Services Long Term Care</b>									
3										
4										
5		BDS Programs served FYTD**	- 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*		
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	Jul-13	8,995	6,364	1,865	1,646	985	373	15		
55	Aug-13	10,041	7,291	2,074	1,755	995	186	5		
56	Sep-13	10,978	8,160	2,381	1,813	1,005	103	6		
57	Oct-13	11,573	8,648	2,618	1,903	1,022	108	10		
58	Nov-13	12,129	9,122	2,978	1,963	1,044	116	12		
59	Dec-13	12,764	9,658	3,231	2,047	1,059	51	16		
60	Jan-14	13,265	10,043	3,404	2,142	1,080	40	14		
61	Feb-14	13,712	10,409	3,640	2,208	1,095	59	16		
62	Mar-14	14,174	10,730	3,863	2,325	1,119	69	18		
63	Apr-14	14,702	11,093	4,112	2,464	1,145	81	17		
64	May-14	15,144	11,488	4,383	2,508	1,148	10	0		
65	Jun-14	15,525	11,742	4,577	2,614	1,169	79	19		
66										
67	SFY11	12,718	9,873	2,125	1,701	1,144	22	0		
68	SFY12	12,373	9,568	3,160	1,744	1,061	64	4		
69	SFY13	12,750	9,612	3,135	2,059	1,079	201	1		
70	SFY14	12,750	9,562	3,261	2,116	1,072	106	12		
71										
72	Data Sources:	NHLeads	NHLeads	NHLeads	SMSdb	PIHdb	Registry	Registry		
73										
74	*G & *H Represent the number of individuals waiting at least 90-days for DD or ABD									
75	Waiver funding.									
76	** BDS count excludes MTS Students served									
77	E & F Represents year-to-date total number served									

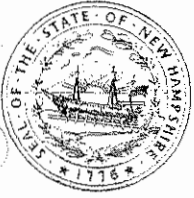
	A	B	C	D	E	F	G	H	I	J	K
1	Table I										
2	Department of Health and Human Services										
3	Operating Statistics										
4	Shelter & Institutions										
5											
6		NHH				BHHS					Glenclyff
7		APS & APC Census	APS & APC Admissions	THS Census		Individual Bednights	% of		Family Bednights	% of	GH Census
8		Actual	Actual	Actual	Capacity	Actual	Capacity	Capacity	Actual	Capacity	Actual
9											
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	9,833	8,019	82%	780	617	79%	119
58	Jul-13	155	187	n/a	10,199	8,152	80%	806	641	80%	117
59	Aug-13	161	164	n/a	10,943	8,380	77%	806	676	84%	116
60	Sep-13	163	165	n/a	9,870	8,801	89%	780	650	83%	115
61	Oct-13	161	184	n/a	10,199	9,113	89%	806	724	90%	116
62	Nov-13	164	149	n/a	9,870	11,993	122%	780	719	92%	119
63	Dec-13	151	144	n/a	10,199	10,863	107%	806	672	83%	118
64	Jan-14	160	190	n/a	10,199	11,943	117%	806	743	92%	118
65	Feb-14	161	165	n/a	9,212	10,259	111%	728	798	110%	116
66	Mar-14	160	181	n/a	9,541	10,438	109%	754	853	113%	118
67	Apr-14	163	193	n/a	9,870	8,459	86%	780	831	107%	118
68	May-14	164	184	n/a	10,199	8,861	87%	806	838	104%	116
69	Jun-14	162	164	n/a	9,870	8,524	86%	780	772	99%	114
70											
71	SFY11	151	192	42	10,971	9,159	83%	782	636	81%	111
72	SFY12	148	197	39	11,095	10,551	95%	792	814	103%	116
73	SFY13	153	164	n/a	10,181	9,711	95%	784	715	91%	118
74	SFY14	160	173	n/a	10,014	9,649	96%	787	743	94%	117
75											
76	<b>Source of Data</b>										
77	Column										
78	B	Daily in-house midnight census averaged per month									
79	C	Daily census report of admissions totalled per month									
80	D	Daily in-house midnight census averaged per month									
81	E	Total number of individual bednights available in emergency shelters									
82	F	Total number of individual bednights utilized in emergency shelters									
83	G	Percentage of individual bednights utilized during month									
84	H	Total number of family bednights available in emergency shelters									
85	I	Total number of family bednights utilized in emergency shelters									
86	J	Percentage of family bednights utilized during month									
87	K	Daily in-house midnight census averaged per month									

	A	B	C	D	E	F	G	H	I
1	Table J								
2	Medicaid Medical Caseloads (Persons)								
3									
4	Enrollment as of	12/30/2013	1/31/2014	2/28/2014	3/31/2014	4/30/2014	5/31/2014	6/30/2014	
5									
6	1. Low-Income Children (Age 0-18)	82,129	85,335	87,264	88,064	88,850	88,864	88,961	
7	2. Children With Severe Disabilities (Age 0-18)	1,604	1,653	1,674	1,680	1,688	1,677	1,670	
8	3. Foster Care & Adoption Subsidy (Age 0-25)	1,948	1,966	1,992	2,003	2,012	1,990	2,004	
9	4. Low-Income Parents (Age 19-64)	10,324	11,604	12,210	12,955	13,357	13,627	13,976	
10	5. Low-Income Pregnant Women (Age 19+)	2,275	2,789	2,944	3,051	3,113	3,165	3,246	
11	6. Adults With Disabilities (Age 19-64)	19,997	20,075	20,023	19,961	20,154	20,156	20,222	
12	7. Elderly & Elderly With Disabilities (Age 65+)	8,828	8,802	8,796	8,779	8,823	8,872	8,822	
13	8. BCCP (Age 19-64)	205	204	205	200	202	211	204	
14	Total By Category	127,310	132,428	135,108	136,693	138,199	138,562	139,105	
15	Reconciling Differences (Detail to Summary)	(405)	(394)	(380)	122	(42)	0	0	
16	Reported On Summary	126,905	132,034	134,728	136,815	138,157	138,562	139,105	
17	ENROLLMENT IN MEDICAID CARE MANAGEMENT								
18									
19	Enrollment as of	1/1/2014	2/1/2014	3/1/2014	4/1/2014	5/1/2014	6/1/2014	7/1/2014	
20									
21	Enrolled in Care Management	108,206	111,151	114,480	116,299	119,244	119,790	120,915	
22	Enrolled in Fee-For-Service	25,186	22,772	18,775	17,708	17,450	16,306	15,549	
23	Total	133,392	133,923	133,255	134,007	136,694	136,096	136,464	
24									
25		(6,082)	(1,495)	1,853	2,686	1,505	2,466	2,641	
26									
27	<p>Figures by category versus figures by coverage are taken from two points in time. Medicaid Care Management is first of the month and the some people drop off during the month and go into Fee-For-Service. FFS is end of the month and builds during the month to include the spend down clients excluded from MCM. The early data points are switched because the MCM data includes retroactive FFS enrollment for those earlier months.</p>								

Table K																			
Department of Health and Human Services																			
Caseloads Versus Prior Year & Prior Month																			
	Unduplicated Persons			Medicaid Persons			Long Term Care-Seniors			FANF Persons			APTD Persons			SNAP Persons			
	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	
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%	8,664	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%	n/a			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%	7,037	-4.2%		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%	7,038	-4.6%	0.0%	8,005	-8.8%	-2.0%	7,951	-6.7%	-0.6%	116,087	-1.4%	-2.7%
68	Jul-13	153,075	-2.3%	-0.1%	129,255	(98)	(314)	7,153	-1.0%	1.6%	7,926	-8.8%	-1.0%	7,962	-5.3%	0.1%	115,691	-1.6%	-0.3%
69	Aug-13	153,065	-2.5%	0.0%	129,063	(192)	(888)	7,284	-2.2%	1.8%	7,922	-9.9%	-0.1%	7,955	-4.1%	-0.1%	115,499	0.5%	-0.2%
70	Sep-13	152,338	-2.4%	-0.5%	128,364	(699)	(1,115)	7,145	-1.9%	-1.9%	7,709	-11.0%	-2.7%	7,889	-4.0%	-0.8%	114,725	-2.4%	-0.7%
71	Oct-13	152,132	-3.3%	-0.1%	128,276	(88)	(2,117)	7,290	0.0%	2.0%	7,609	-12.6%	-1.3%	7,945	-3.3%	0.7%	114,915	-3.5%	0.2%
72	Nov-13	150,798	-4.1%	-0.9%	127,359	(917)	(2,751)	7,264	0.1%	-0.4%	7,449	-13.4%	-2.1%	7,882	-3.7%	-0.8%	113,514	-4.6%	-1.2%
73	Dec-13	150,372	-4.0%	-0.3%	126,905	(454)	(3,096)	7,342	1.2%	1.1%	7,334	-13.6%	-1.5%	7,820	-4.2%	-0.8%	112,908	-5.0%	-0.5%
74	Jan-14	154,862	-1.6%	3.0%	132,034	5,129	1,795	7,265	1.0%	-1.0%	7,330	-14.4%	-0.1%	7,834	-3.5%	0.2%	113,326	-5.7%	0.4%
75	Feb-14	157,397	2.0%	1.6%	134,728	2,694	5,528	7,041	-0.7%	-3.1%	7,353	-13.9%	0.3%	7,803	-3.2%	-0.4%	112,791	-4.1%	-0.5%
76	Mar-14	159,213	3.0%	1.2%	136,815	2,087	7,402	7,121	1.0%	1.1%	7,242	-13.6%	-1.5%	7,704	-3.8%	-1.3%	112,511	-4.2%	-0.2%
77	Apr-14	160,682	4.2%	0.9%	138,157	1,342	8,811	7,125	n/a	0.1%	7,277	-12.7%	0.5%	7,727	-3.5%	0.3%	112,144	-4.3%	-0.3%
78	May-14	161,647	5.2%	0.6%	138,562	405	8,964	7,439	5.7%	4.4%	7,119	-12.9%	-2.2%	7,751	-3.1%	0.3%	111,362	-6.7%	-0.7%
79	Jun-14	162,897	6.3%	0.8%	139,105	543	9,752	7,271	3.3%	-2.3%	7,116	-11.1%	0.0%	7,745	-2.6%	-0.1%	110,590	-4.7%	-0.7%
80																			
81	SFY10	145,949			117,025			7,288			14,098			8,284			99,219		
82	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%	
83	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%	
84	SFY13	155,664	0.6%		129,721	n/a		7,197	-0.5%		8,494	-21.9%		8,136	-7.3%		117,899	1.6%	
85	SFY14	155,707	0.0%		132,385	2.1%		7,228	0.4%		7,449	-12.3%		7,835	-3.7%		113,331	-3.9%	
86																			



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	DATA TABLES FOR CHARTS																
2																	
3	Caseloads Vs Unemployment			Caseloads-Actual					Personnel Vacancy Rate								
4		NH Unempl. Rate	Unduplicated Persons		FANF Persons Actual	APTD Actual	Medicaid Persons Actual			Authorized	Filled	Vacant	PCT		Caseload	Staff	
5																	
43	Jul-10	5.8%	150,572	Jul-10	13,920	8,617	118,831	Jul-10	3,344	2,818	526	15.7%	Jul-10	150,572	2,618		
44	Aug-10	5.7%	151,231	Aug-10	13,981	8,643	118,841	Aug-10	3,344	2,802	542	16.2%		151,231	2,802		
45	Sep-10	5.5%	151,609	Sep-10	14,065	8,650	119,213	Sep-10	3,344	2,795	549	16.4%		151,609	2,795		
46	Oct-10	5.4%	151,486	Oct-10	13,615	8,656	118,770	Oct-10	3,341	2,800	541	16.2%	Oct-10	151,486	2,800		
47	Nov-10	5.4%	151,906	Nov-10	13,553	8,667	118,882	Nov-10	3,344	2,809	535	16.0%		151,906	2,809		
48	Dec-10	5.4%	152,991	Dec-10	13,789	8,749	119,845	Dec-10	3,348	2,815	533	15.9%		152,991	2,815		
49	Jan-11	5.6%	153,338	Jan-11	13,796	8,740	119,554	Jan-11	3,348	2,813	535	16.0%	Jan-11	153,338	2,813		
50	Feb-11	5.4%	152,942	Feb-11	13,705	8,779	119,255	Feb-11	3,348	2,820	528	15.8%		152,942	2,820		
51	Mar-11	5.2%	154,218	Mar-11	13,730	8,912	120,395	Mar-11	3,348	2,827	521	15.6%		154,218	2,827		
52	Apr-11	4.9%	154,397	Apr-11	13,597	9,019	120,532	Apr-11	3,348	2,818	530	15.8%	Apr-11	154,397	2,818		
53	May-11	4.8%	154,589	May-11	13,330	9,009	120,353	May-11	3,348	2,794	554	16.5%		154,589	2,794		
54	Jun-11	4.9%	154,572	Jun-11	13,272	9,088	120,867	Jun-11	3,348	2,767	581	17.4%		154,572	2,767		
55	Jul-11	5.2%	153,928	Jul-11	12,046	9,031	119,814	Jul-11	2,995	2,764	231	7.7%	Jul-11	153,928	2,764		
56	Aug-11	5.3%	153,803	Aug-11	11,980	8,905	119,628	Aug-11	2,995	2,767	228	7.6%		153,803	2,767		
57	Sep-11	5.4%	154,055	Sep-11	12,014	8,864	119,916	Sep-11	2,995	2,774	221	7.4%		154,055	2,774		
58	Oct-11	5.3%	153,942	Oct-11	11,756	8,793	119,437	Oct-11	2,997	2,759	238	7.9%	Oct-11	153,942	2,759		
59	Nov-11	5.2%	153,484	Nov-11	11,668	8,854	118,901	Nov-11	2,997	2,753	244	8.1%		153,484	2,753		
60	Dec-11	5.2%	154,470	Dec-11	11,787	9,006	119,626	Dec-11	2,898	2,672	226	7.8%		154,470	2,672		
61	Jan-12	5.2%	154,765	Jan-12	11,781	8,834	119,338	Jan-12	2,898	2,699	199	6.9%	Jan-12	154,765	2,699		
62	Feb-12	5.2%	155,274	Feb-12	11,628	8,792	119,553	Feb-12	2,898	2,686	212	7.3%		155,274	2,686		
63	Mar-12	5.2%	155,424	Mar-12	9,202	8,600	120,382	Mar-12	2,898	2,694	204	7.0%		155,424	2,694		
64	Apr-12	5.0%	155,639	Apr-12	8,950	8,595	120,538	Apr-12	2,898	2,687	211	7.3%	Apr-12	155,639	2,687		
65	May-12	5.0%	155,789	May-12	8,853	8,541	120,520	May-12	2,898	2,674	224	7.7%		155,789	2,674		
66	Jun-12	5.1%	156,002	Jun-12	8,774	8,518	120,335	Jun-12	2,897	2,671	226	7.8%		156,002	2,671		
67	Jul-12	5.4%	156,637	Jul-12	8,690	8,405	126,569	Jul-12	2,897	2,660	237	8.2%	Jul-12	156,637	2,660		
68	Aug-12	5.7%	156,966	Aug-12	8,793	8,296	129,951	Aug-12	2,897	2,643	254	8.8%		156,966	2,643		
69	Sep-12	5.7%	156,144	Sep-12	8,657	8,218	129,479	Sep-12	2,897	2,640	257	8.9%		156,144	2,640		
70	Oct-12	5.7%	157,243	Oct-12	8,704	8,216	130,393	Oct-12	2,897	2,641	256	8.8%	Oct-12	157,243	2,641		
71	Nov-12	5.6%	157,170	Nov-12	8,599	8,181	130,110	Nov-12	2,897	2,636	261	9.0%		157,170	2,636		
72	Dec-12	5.7%	156,588	Dec-12	8,493	8,164	130,001	Dec-12	2,897	2,633	264	9.1%		156,588	2,633		
73	Jan-13	5.8%	157,348	Jan-13	8,559	8,115	130,239	Jan-13	2,898	2,619	279	9.6%	Jan-13	157,348	2,619		
74	Feb-13	5.8%	154,386	Feb-13	8,538	8,059	129,200	Feb-13	2,898	2,625	273	9.4%		154,386	2,625		
75	Mar-13	5.7%	154,504	Mar-13	8,378	8,011	129,413	Mar- Est	2,900	2,615	285	9.8%		154,504	2,615		
76	Apr-13	5.5%	154,159	Apr-13	8,337	8,011	129,346	Apr- Est	2,900	2,610	290	10.0%	Apr-13	154,159	2,610		
77	May-13	5.3%	153,625	May-13	8,169	8,001	129,598	May- Est	2,900	2,605	295	10.2%		153,625	2,605		
78	Jun-13	5.2%	153,197	Jun-13	8,005	7,951	129,353	Jun-13	2,888	2,600	288	10.0%		153,197	2,600		
79	Jul-13	5.1%	153,075	Jul-13	7,926	7,962	129,255	Jul-13	2,898	2,596	302	10.4%	Jul-13	153,075	2,596		
80	Aug-13	5.0%	153,065	Aug-13	7,922	7,955	129,063	Aug-13	2,898	2,590	308	10.6%		153,065	2,590		
81	Sep-13	5.1%	152,338	Sep-13	7,709	7,889	128,364	Sep-13	2,898	2,584	314	10.8%		152,338	2,584		
82	Oct-13	5.1%	152,132	Oct-13	7,609	7,945	128,276	Oct-13	2,897	2,579	318	11.0%	Oct-13	152,132	2,579		
83	Nov-13	5.1%	150,798	Nov-13	7,449	7,882	127,359	Nov-13	2,897	2,588	309	10.7%		150,798	2,588		
84	Dec-13	5.1%	150,372	Dec-13	7,334	7,820	126,905	Dec-13	2,897	2,586	309	10.7%		150,372	2,586		
85	Jan-14	4.7%	154,862	Jan-14	8,209	7,834	132,034	Jan-14	2,897	2,585	312	10.8%	Jan-14	154,862	2,585		
86	Feb-14	4.7%	157,397	Feb-14	8,274	7,803	134,728	Feb-14	2,897	2,585	312	10.8%		157,397	2,585		
87	Mar-14	4.5%	159,213	Mar-14	7,242	7,704	136,815	Mar-14	2,897	2,589	308	10.6%		159,213	2,589		
88	Apr-14	4.4%	160,682	Apr-14	7,277	7,727	168,157	Apr-14	2,897	2,600	297	10.3%	Apr-14	160,682	2,600		
89	May-14	4.4%	161,647	May-14	7,119	7,751	139,395	May-14	2,897	2,591	306	10.6%		161,647	2,591		
90	Jun-14		162,897	Jun-14	7,116	7,745	139,105	Jun-14	2,897	2,606	291	10.0%		162,897	2,606		



# State of New Hampshire

DEPARTMENT OF HEALTH AND HUMAN SERVICES

129 PLEASANT STREET, CONCORD, NH 03301-3857

603-271-9200 FAX: 603-271-4912 TDD ACCESS: RELAY NH 1-800-735-2964

NICHOLAS A. TOUMPAS  
COMMISSIONER

September 4, 2014 **FIS 14 164**

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

*Re: Dashboard – July 2014*

## Information

The Department of Health and Human Services provides the monthly dashboard report to inform policy makers as to the 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,
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 four 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.
- Individuals who qualify for subsidized health care under the federal Affordable Care Act receive assistance in selecting and paying for health care coverage as provided for under the New Hampshire Health Protection Program.
- 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 month of July, 2014, the Department provided services to an average of 163,903 individuals, which was 7% higher than July 2013 (Table 1). The increase is related primarily to the escalated enrollment in Medicaid related to changes in eligibility implemented as part of the Modified Adjusted Gross Income (MAGI) methodology as part of the federal Affordable Care Act. The number of Medicaid clients had been trending at slightly less than prior year through December 2013 but increased by 12,976 individuals since December 2013 (Table 2).

**Table 1**  
**Average Enrollment (Persons) Month of July**

	2011	2012	2013	2014
Total Unduplicated Persons	153,928	156,637	153,075	163,903
<i>Pct Increase from Prior Year</i>	2.23%	1.76%	-2.27%	7.07%
Medicaid Persons	119,814*	129,569	129,255	139,881
<i>Pct Increase from Prior Year</i>	0.83%	8.14%	-0.24%	8.22%
Food Stamp Persons	113,984	117,625	115,691	109,239
<i>Pct Increase from Prior Year</i>	4.45%	3.19%	-1.64%	-5.58%
FANF Persons	12,046	8,690	7,926	7,085
<i>Pct Increase from Prior Year</i>	-13.46%	-27.86%	-8.79%	-10.61%
APTD Persons	9,031	8,405	7,962	7,741
<i>Pct Increase from Prior Year</i>	4.80%	-6.93%	-5.27%	-2.78%
Elderly Nursing Services	7,142	7,225	7,153	7,337
<i>Pct Increase from Prior Year</i>	-1.95%	1.16%	-1.00%	2.57%

\* Note: Medicaid persons for 2011 does not include CHIP program.

**Table 2**  
**Number of Individual on Medicaid**

		Versus Prior Month	Versus Prior Year
July-13	129,255	(98)	(314)
August-13	129,063	(192)	(888)
September-13	128,364	(699)	(1,115)
October-13	128,276	(88)	(2,117)
November-13	127,359	(917)	(2,751)
December-13	126,905	(454)	(3,096)
January-14	132,034	5,129	1,795
February-14	134,728	2,694	5,528
March-14	136,815	2,087	7,402
April-14	138,157	1,342	8,811
May-14	138,562	405	8,964
June-14	139,105	543	9,752
July-14	139,881	776	10,626

## **Funding Issues**

On Table A of the dashboard, the approved budget projects a \$42.5 million deficit for SFY15, in addition to any lapse obligations expected by the Department. The Department has historically been proactive in dealing with budget shortfalls and the current budget issues were and will continue to be addressed in a similar manner. The day the budget was passed, the Department began work on assessing funding shortfalls and options for addressing those shortfalls.

- The Department implemented hiring freeze prior to the state-wide freeze on hiring for all non-direct care positions with an objective of maintaining 250 vacancies. Vacancies at the end of June were 291, 10% of authorized positions.
- All administrative accounts were reviewed to identify areas for potential reduction.
- Similar to the LBA process during the Senate phase of the budget, a list of program areas where significant general funds were added to our budget was prepared and reviewed.

In recent months, additional shortfalls were identified related to the federally required implementation of ICD-10 reporting, implementation of health care expansion, for potential delays to Medicaid care management for long term support services, and for additional Medicaid caseloads. No additional funding has been provided for these shortfalls. For SFY14, the Department satisfied the funding needs through vacancy savings, savings in prescription drugs, and surpluses in certain programs. These are funds that would have lapsed had they not been needed to resolve funding issues. The SFY15 estimated shortfalls are approximately \$50 million general funds and the Department is currently working with the Governor's office to develop options.

## **Operations & Administration**

For SFY14 and SFY15, the Department has a number of operations challenges. Several significant changes to service delivery systems and operational infrastructure are in process. These are identified on Table 3. Additionally, legislation related to medical marijuana, family planning services, New Hampshire Health Protection Program, and mental health services provided no additional funding or staff for implementation and has to date and will continue to require that resources be transferred from other areas of the Department's budget.

These projects and high caseloads are straining the Department's capacity. In July 2008, the Department provided services to 125,236; that has grown by 31%. The number of filled positions during the same period has fallen by 15% as positions have been abolished during budget processes or held vacant to address budget shortfalls. The decline in number of staff is exacerbated by the fact that over 10% of the Department's workforce is age 60 with at least 10 years of service and eligible for retirement. The decline in staff and increase in demands of higher caseloads and new projects and programs has resulted in stress to the organization and resulted in the loss through retirement or resignations of a number of key staff.

**Table 3**

**Transformation Initiatives SFY14-SFY15**

Service Delivery

1. Medicaid Care Management for Medical and Long Term Care Services
2. Implementation of Children in Need of Services (CHINS) Voluntary Services
3. Implementation of the 10-Year Mental Health Plan
4. State Innovation Model (SIM) Grant
5. Balanced Incentive Program (BIP) Grant

Medicaid Model

6. Development of an 1115 Waiver to restructure the Medicaid program
7. 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
8. Implementation of the State's health care protection program

Information Technology

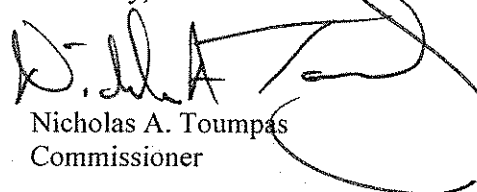
9. Medicaid Management Information System
10. Service Delivery System Transformation – Data Repository
11. Implementation of federal ICD-10 regulations
12. Health Information Exchange
13. Replace Child Support Information System (NECSES)
14. Complete the installation of the Medicaid Management Information System (MMIS)
15. Continue the modernization of the eligibility determination system (New HEIGHTS)
16. Implement Electronic Medical Record at New Hampshire Hospital
17. Implement WISDOM Public Health Performance Management System

September 4, 2014

**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. Successful transition to a new business structure, however, is challenged by continuing reduction in resources and resistance from existing delivery systems and stakeholders.

Sincerely,



Nicholas A. Toumpas  
Commissioner

Enclosure

- cc: The Honorable Mary Jane Wallner, Chairman, House Finance Committee  
The Honorable Jeanie Forrester, Chairman, Senate Finance Committee  
The Honorable Chuck W. Morse, President, NH State Senate  
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 Terie Norelli, Speaker, NH House of Representatives  
Jeffrey A. Pattison, Legislative Budget Assistant

**Executive Council**

- |                                  |                                    |                                |
|----------------------------------|------------------------------------|--------------------------------|
| The Honorable Colin Van Ostern   | The Honorable Chris Sununu         | The Honorable Joseph D. Kenney |
| The Honorable Christopher Pappas | The Honorable Debora B. Pignatelli |                                |

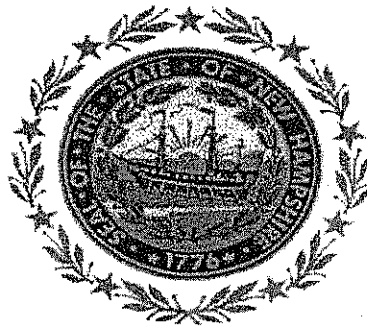
**House Finance Committee**

- |                               |                                |                                |
|-------------------------------|--------------------------------|--------------------------------|
| The Honorable Mary Allen      | The Honorable Richard Barry    | The Honorable Bernard Benn     |
| The Honorable Thomas Buco     | The Honorable John Cebrowski   | The Honorable Daniel Eaton     |
| The Honorable Robert Elliott  | The Honorable Susan Ford       | The Honorable Marilinda Garcia |
| The Honorable William Hatch   | The Honorable David Huot       | The Honorable Neal Kurk        |
| The Honorable Peter Leishman  | The Honorable Alfred Lerandean | The Honorable Dan McGuire      |
| The Honorable Sharon Nordgren | The Honorable Lynne Ober       | The Honorable Katherine Rogers |
| The Honorable Cindy Rosenwald | The Honorable Stephen Spratt   | The Honorable Karen Umberger   |
| The Honorable Robert Walsh    | The Honorable Kenneth Weyler   | The Honorable Colette Worsman  |

**Senate Finance Committee**

- |                             |                                |
|-----------------------------|--------------------------------|
| The Honorable Peter Bragdon | The Honorable Lou D'Allesandro |
| The Honorable Sylvia Larsen | The Honorable Bob Odell        |

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**



**OPERATING STATISTICS DASHBOARD**

**DATA THROUGH JULY 2014**

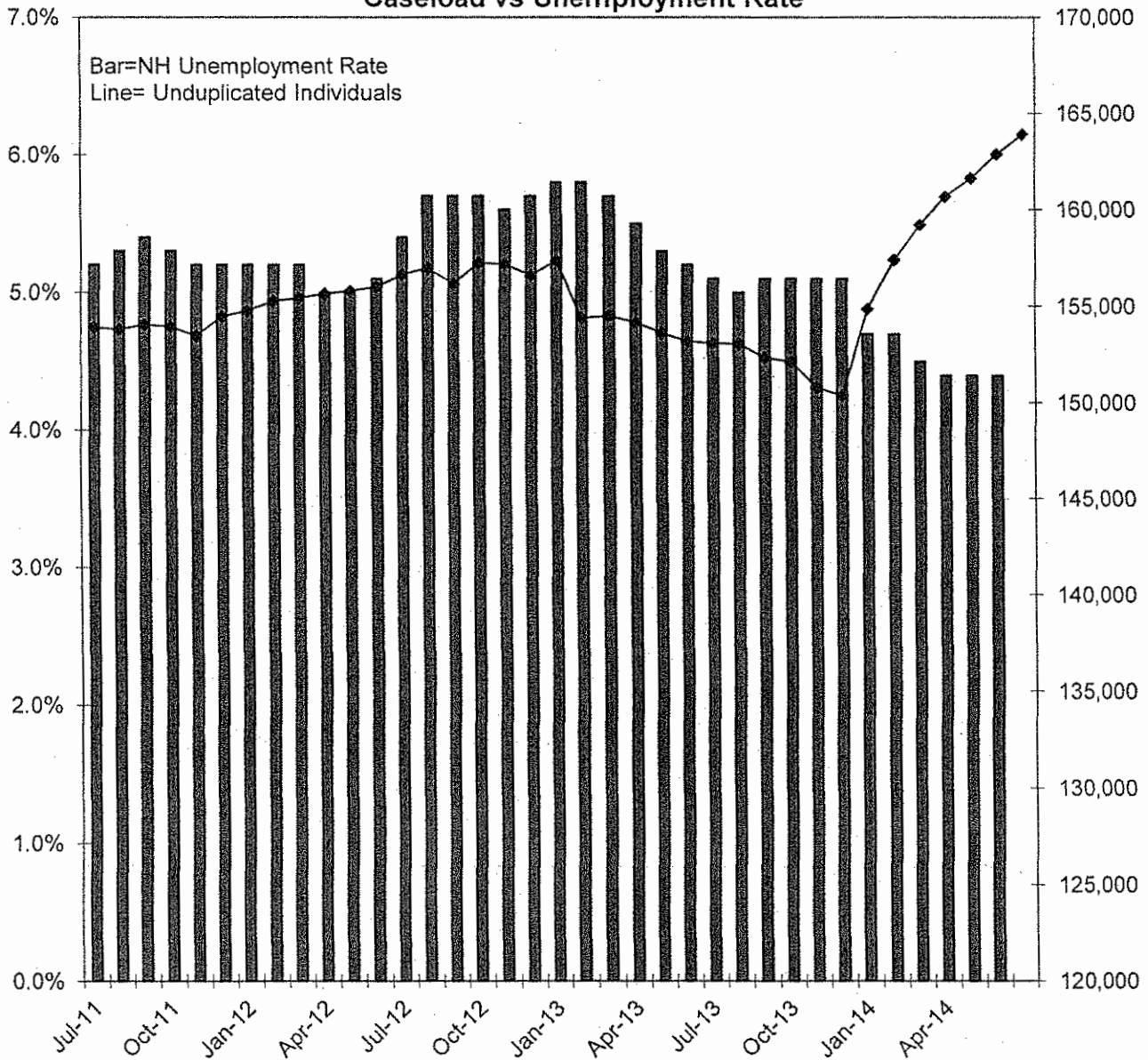
**SFY14**

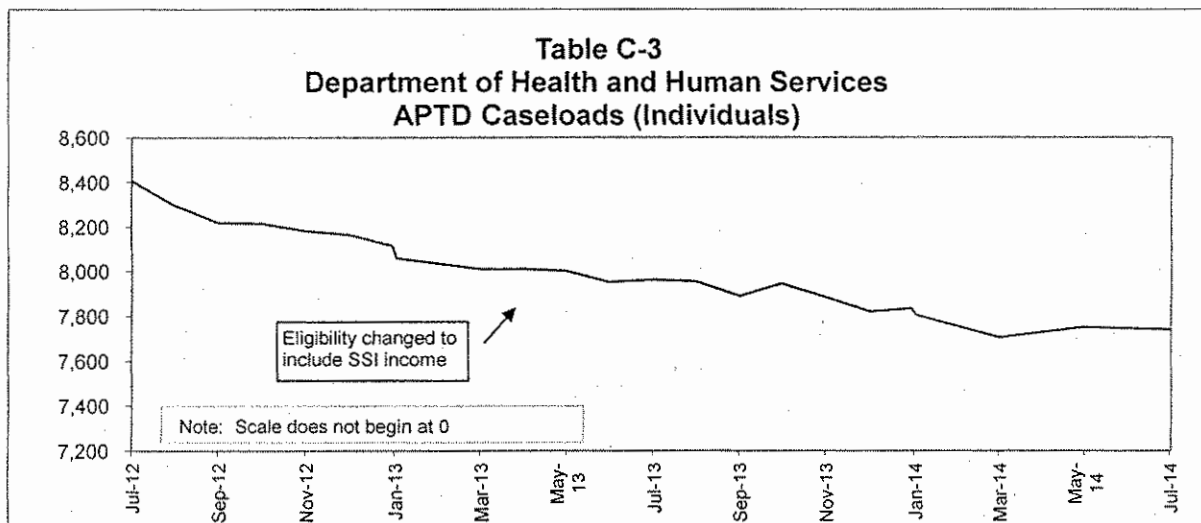
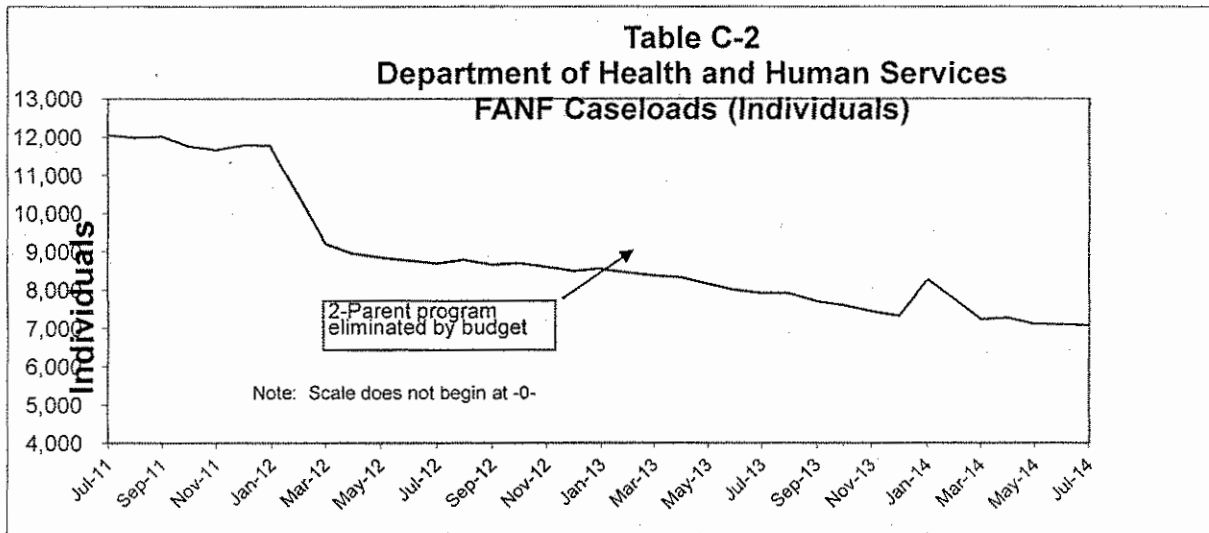
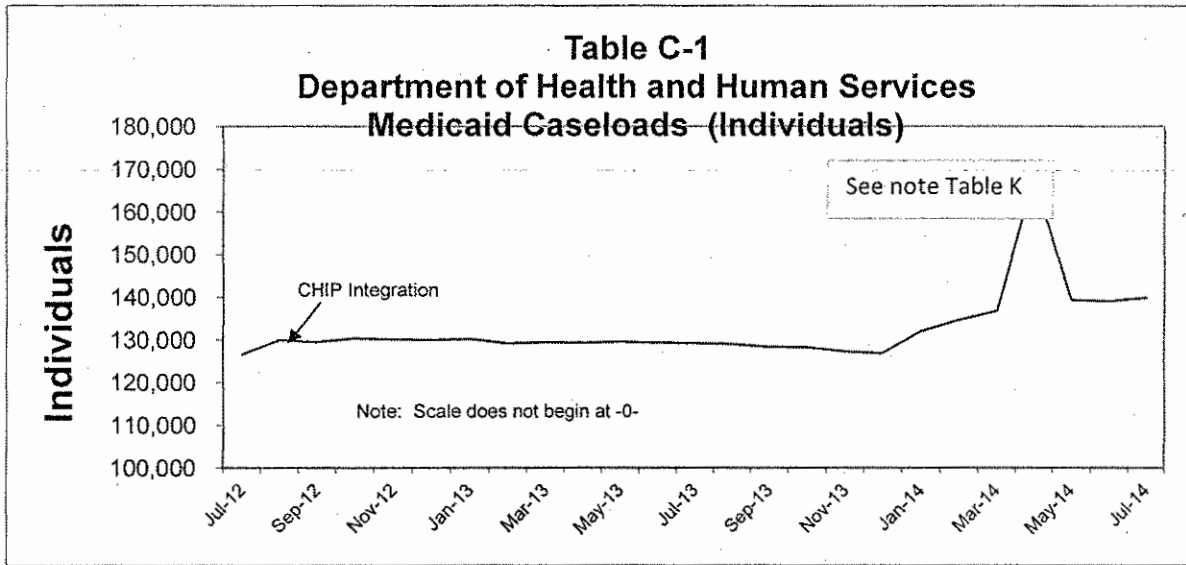
Prepared August 21, 2014

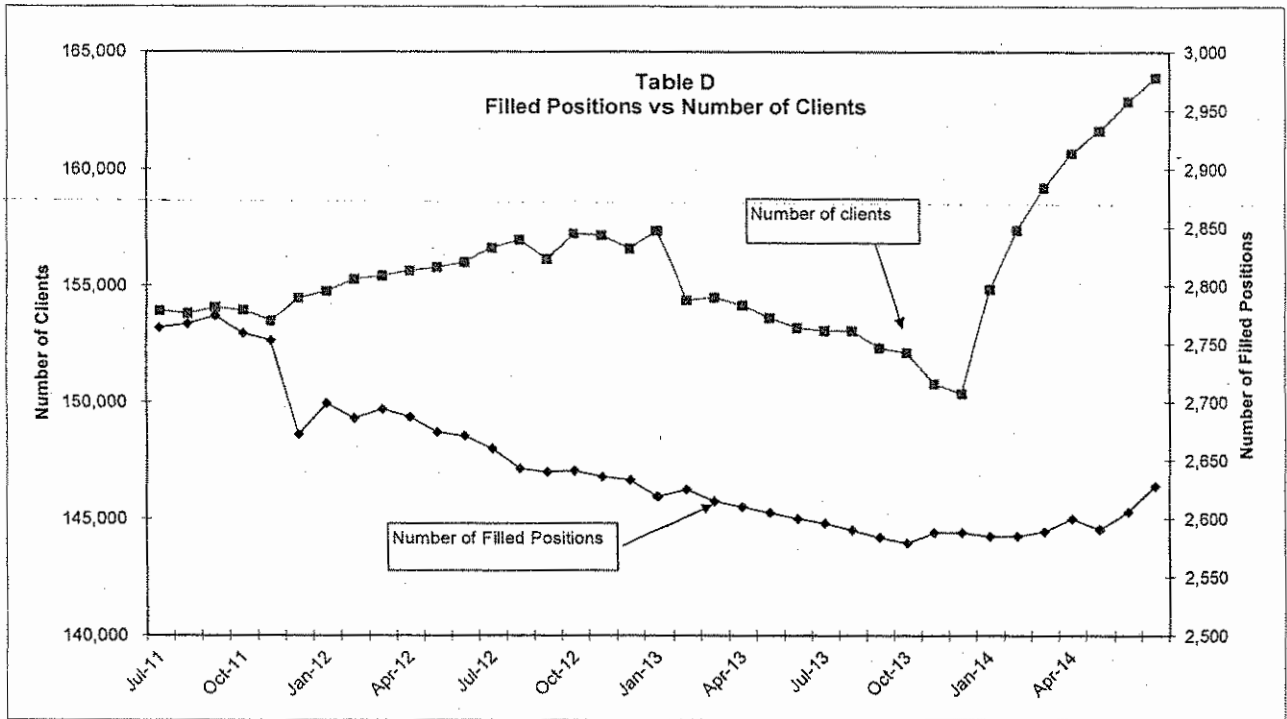
A	B	C	D	E	F	G	H
<b>Department of Health and Human Services</b>							
<b>Budget Planning SFY14-SFY15</b>							
<b>As of August 15, 2014</b>							
4	The budget for SFY14-15 provides insufficient general funds to address the legislative intents for services and obligations that are expected to be incurred. This summary identifies the shortfalls as currently anticipated for SFY15 and potential sources of funding.						
5	The items reported on the list include only those which a) are likely to be incurred and b) for which amounts can be reasonably estimated.						
6	Traditionally, the Department avoids using funds that would otherwise lapse to address budget shortfalls so as to not affect the estimated lapse. That was not possible in SFY14 and will likely not be possible for SFY15. Much of the budget shortfalls will be addressed by funds that would have otherwise lapsed.						
7	Prepared July 31, 2014						
8	<b>General Fund Figures Rounded to \$000</b>			<b>SFY14 Est Final</b>	<b>SFY15 Est 5/31</b>	<b>SFY15 Est 6/30</b>	<b>SFY15 Est 7/31</b>
9	<b>Lapse Estimated in Final Budget</b>						
10	Lapse estimated in final budget-3.68%			\$23,854	\$23,785	\$23,785	\$23,785
11	Less Amount Used for Budget Shortfalls (Detailed Below)			(\$6,790)	(\$47,436)	(\$46,736)	(\$42,516)
12	Estimated Lapse versus Budget			\$1,436			
13	Net Lapse (Funding Shortfall)			\$18,500	(\$23,650)	(\$22,950)	(\$18,730)
14	<b>Shortfalls Previously Reported</b>						
16	DHHS	DHHS footnote reduction (HB2:10) (\$7 mil F14-15)		(\$3,500)	(\$3,500)	(\$3,500)	(\$3,500)
17	DHHS	DHHS share of statewide personnel reduction		(\$1,745)	(\$2,623)	(\$1,923)	(\$2,338)
18	DHHS	Health Facility Licensing Fees not authorized		(\$155)	(\$173)	(\$173)	(\$173)
19	DHHS	Budgeting Error-Food License Revenue Budgeted Twice		(\$878)	(\$907)	(\$907)	(\$907)
20	DHHS	Medicaid To Schools-Transportation		\$0	(\$2,000)	(\$2,000)	(\$2,000)
21	DHHS	DSH Settlement		(\$8,886)	\$0	\$0	\$0
22	SYSC	Reduction in SYSC appropriation (HB2:14)		(\$500)	(\$750)	(\$750)	(\$1,018)
23	DHHS	Delayed Implementation Medicaid Care Management -Step 1		(\$2,033)	(\$8,460)	(\$8,460)	(\$8,460)
24	DHHS	Shifting of Timeline for Implementation of Care Management for Long Term Supports (Step 2)			(\$5,600)	(\$5,600)	(\$5,600)
25	OMBP	Medicaid Admin Contract					(\$477)
26	OMBP	Family Planning Services					(\$535)
27	DHHS	Health Care Protection (SB413)		(\$1,586)	(\$6,559)	(\$6,559)	(\$6,559)
28	BBH	Community Mental Health Agreement (HB1635)		(\$242)	(\$5,522)	(\$5,522)	(\$5,522)
29	DHHS	Federal regulation for ICD-10 Implementation		(\$2,631)	(\$3,617)	(\$3,617)	(\$3,617)
30	NHH	Admissions Unit (SB235)			(\$81)	(\$81)	(\$81)
31	DHHS	Medicaid Caseload Increases (see note below)		(\$5,339)	(\$19,159)	(\$19,159)	(\$19,208)
32							
33	<b>Total Estimated Shortfalls</b>			<b>(\$27,495)</b>	<b>(\$58,951)</b>	<b>(\$58,251)</b>	<b>(\$59,995)</b>
34							
35	<b>Potential Funding Sources</b>						
36	DHHS	Vacancy savings		\$4,000	\$4,000	\$4,000	\$4,000
37	DHHS	Non-recurring items		\$4,622			
38	BDS	Savings from lower service utilization		\$644	\$1,045	\$1,045	\$1,045
39	DPHS	Reduced funding for Family Planning		\$100	\$100	\$100	\$100
40	DPHS	Reduced funding for Comm Health Centers		\$250	\$750	\$750	\$750
41	SYSC	Reduction in SYSC appropriation (HB2:14)		\$232	\$750	\$750	\$1,018
42	DCS	OAPD		\$2,000	\$2,000	\$2,000	\$2,000
43	Drugs	Drugs & State Phasedown (clawback)		\$8,857	\$2,871	\$2,871	\$2,871
44	BBH	HB 1635 Mental Health Agreement Appropriation					\$5,696
45	<b>Funding Sources Identified</b>			<b>\$20,705</b>	<b>\$11,516</b>	<b>\$11,516</b>	<b>\$17,480</b>
46	Use of funds that would have otherwise lapsed			\$6,790			
47	<b>Net Surplus (Shortfall)</b>			<b>\$0</b>	<b>(\$47,436)</b>	<b>(\$46,736)</b>	<b>(\$42,516)</b>
48							
49							
50	Note	Figures represents cost of net increase in Medicaid caseloads including new clients related to MAGI regulations, new "woodwork clients," clients who leave Medicaid for employer sponsored plans and other changes.					



**Table B**  
**Department of Health and Human Services**  
**Caseload vs Unemployment Rate**







	A	B	C	D	E	F	G	H
1	<b>Table E</b>							
2	<b>Department of Health and Human Services</b>							
3	<b>Operating Statistics</b>							
4	<b>Children In Services</b>							
5								
6		<b>DCYF</b>	<b>DCYF</b>	<b>Family Foster</b>	<b>Residential</b>	<b>Child Care</b>	<b>Child Care</b>	<b>SYSC</b>
7		<b>Referrals</b>	<b>Assessments</b>	<b>Care</b>	<b>Placement</b>	<b>Emplmnt</b>	<b>Wait List</b>	<b>Secure</b>
8				<b>Placement</b>		<b>Related</b>		<b>Census</b>
9		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
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	Jul-13	1,124	772	571	315	5,568	0	61
60	Aug-13	1,045	591	570	323	5,517	0	60
61	Sep-13	1,276	544	560	297	5,345	0	56
62	Oct-13	1,276	603	567	305	5,357	0	58
63	Nov-13	1,083	536	565	304	5,350	0	61
64	Dec-13	1,111	649	559	299	5,322	0	61
65	Jan-14	1,260	706	542	290	5,298	0	66
66	Feb-14	962	688	531	309	5,238	0	59
67	Mar-14	1,307	1,016	537	311	5,459	0	62
68	Apr-14	1,324	972	539	313	5,512	0	62
69	May-14	1,370	866	531	317	5,737	0	59
70	Jun-14	1,267	684	535	324	5,694	0	59
71	Jul-14	1,049	890	510	319	5,742	0	52
72	Aug-14							
73	Sep-14							
74	Oct-14							
75	Nov-14							
76	Dec-14							
77	Jan-15							
78	Feb-15							
79	Mar-15							
80	Apr-15							
81	May-15							
82	Jun-15							
83	<b>ANNUAL AVERAGE</b>							
84	SFY11	1,140	743	630	415	4,833	1,178	62
85	SFY12	1,189	771	596	322	5,043	0	60
86	SFY13	1,177	745	606	321	5,180	0	60
87	SFY14	1,200	719	551	309	5,450	0	60
88								
89	<b>Source of Data</b>							
90	Column							
91	B	DCYF SFY Management Database Report: Bridges.						
92	C	DCYF Assessment Supervisory Report: Bridges.						
93	D	Bridges placement authorizations during the month, unduplicated.						
94	E	Bridges placement authorizations during the month, unduplicated.						
95	F	Bridges Expenditure Report, NHB-OAR8-128						
96	G	Child Care Wait List Screen: New Heights						
97	H	Bridges Service Day Query - Bed days divided by days in month						

	A	B	C	D	E	F	G	H
1	<b>Table F</b>							
2	<b>Department of Health and Human Services</b>							
3	<b>Operating Statistics</b>							
4	<b>Social Services</b>							
5								
6		<b>FANF</b>	<b>APTD</b>	<b>Food</b>	<b>Child Support Cases</b>			
7			<b>Persons</b>	<b>Stamps</b>	<b>Current</b>	<b>Former</b>	<b>Never</b>	<b>Total</b>
8				<b>Persons</b>	<b>Cases</b>	<b>Cases</b>	<b>Cases</b>	<b>Cases</b>
9		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
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	Jul-13	7,926	7,962	115,691	4,035	17,724	13,193	34,952
59	Aug-13	7,922	7,955	115,499	3,866	17,901	13,180	34,947
60	Sep-13	7,709	7,889	114,725	3,772	17,913	13,183	34,868
61	Oct-13	7,609	7,945	114,915	3,938	17,797	13,227	34,962
62	Nov-13	7,449	7,882	113,514	3,793	17,908	13,325	35,026
63	Dec-13	7,334	7,820	112,908	3,803	17,774	13,331	34,908
64	Jan-14	7,330	7,834	113,326	3,762	17,783	13,316	34,861
65	Feb-14	7,353	7,803	112,791	3,767	17,695	13,329	34,791
66	Mar-14	7,242	7,704	112,511	3,723	17,734	13,361	34,818
67	Apr-14	7,277	7,727	112,144	3,863	17,593	13,453	34,909
68	May-14	7,119	7,751	111,362	3,828	17,592	13,518	34,938
69	Jun-14	7,116	7,745	110,590	3,700	17,766	13,683	35,149
70	Jul-14	7,085	7,741	109,239	3,672	17,849	13,748	35,269
71	Aug-14							
72	Sep-14							
73	Oct-14							
74	Nov-14							
75	Dec-14							
76	Jan-15							
77	Feb-15							
78	Mar-15							
79	Apr-15							
80	May-15							
81	Jun-15							
82	<b>ANNUAL AVERAGE</b>							
83	SFY11	13,696	8,794	112,302	5,581	17,264	13,006	35,850
84	SFY12	10,870	8,774	115,987	4,951	17,416	12,823	35,190
85	SFY13	8,494	8,136	117,899	4,086	17,677	12,942	34,705
86	SFY14	7,449	7,835	113,331	3,821	17,765	13,342	34,927
87								
88	<b>Source of Data</b>							
89	Column							
90	B	Office of Research & Analysis, C						
91	C	Budget Document						
92	D	Budget Document						
93	E-H	DCSS Caseload (Month End Actual from NECSES)						
94								
95	<b>Note</b>	* Effective 3/1/12, SSI or SSP is considered when determining FANF						
96		eligibility. Those child support cases no longer eligible, are now "Former"						
97		assistance cases.						
98								

	A	B	C	D	E	F	G	H	I
1	<b>Table G</b>								
2	<b>Department of Health and Human Services</b>								
3	<b>Operating Statistics</b>								
4	<b>Community Mental Health Center Medicaid</b>								
5									
6		<b>Monthly Cost</b>	<b>YTD Weekly Average Cost</b>						
7		<b>Actual</b>	<b>Actual</b>						
44	Jul-12	\$6,080,133	\$ 1,520,033	<b>Medicaid Client Trending Report</b>					
45	Aug-12	\$8,396,227	\$ 1,608,484	Current Date:		Note: All figures are year-to-date			
46	Sep-12	\$6,638,801	\$ 1,624,243	<b>ACTUALS - YTD</b>					
47	Oct-12	\$6,557,972	\$ 1,627,831	<b>FISCAL YEAR</b>	<b>QTR 1</b>	<b>QTR 2</b>	<b>QTR 3</b>	<b>QTR 4</b>	
48	Nov-12	\$8,163,038	\$ 1,628,917	2009	12,014	14,693	16,849	19,206	
49	Dec-12	\$6,888,680	\$ 1,643,264	2010	13,240	16,187	18,580	20,797	
50	Jan-13	\$5,678,659	\$ 1,613,450	2011	13,480	16,390	18,410	20,665	
51	Feb-13	\$6,844,750	\$ 1,624,949	2012	13,358	15,775	17,447	19,925	
52	Mar-13	\$9,366,958	\$ 1,656,800	2013	13,227	15,761	17,460	19,555	
53	Apr-13	\$9,806,502	\$ 1,730,738	2014	Data not available				
54	May-13	\$5,993,645	\$ 1,675,320	2015					
55	Jun-13	\$6,614,944	\$ 1,673,660						
56	Jul-13	\$6,663,858	\$ 1,665,965	<b>BUDGETED - YTD</b>					
57	Aug-13	\$8,147,505	\$ 1,645,707	<b>FISCAL YEAR</b>	<b>QTR 1</b>	<b>QTR 2</b>	<b>QTR 3</b>	<b>QTR 4</b>	
58	Sep-13	\$6,844,233	\$ 1,665,815	2012	13,806	16,787	18,856	21,165	
59	Oct-13	\$6,845,837	\$ 1,676,555	2013	14,214	16,786	18,565	21,202	
60	Nov-13	\$8,112,072	\$ 1,664,250	2014	13,957	16,631	18,424	20,635	
61	Dec-13	\$5,264,639	\$ 1,610,698	2015	na	na	na	na	
62	Jan-14	\$3,271,442	\$ 1,456,438						
63	Feb-14	\$3,303,114	\$ 1,384,363	<b>VARIANCE: BUDGETED TO ACTUAL - YTD</b>					
64	Mar-14	\$2,783,850	\$ 1,313,758	<b>FISCAL YEAR</b>	<b>QTR 1</b>	<b>QTR 2</b>	<b>QTR 3</b>	<b>QTR 4</b>	
65	Apr-14	\$3,119,386	\$ 1,264,092	2013	-987	-1,025	-1,105	-1,647	
66	May-14	\$3,612,579	\$ 1,207,677	2014	-13,957	-16,631	-18,424	-20,635	
67	Jun-14	\$2,869,971	\$ 1,169,971	2015	na	na	na	na	
68	Jul-14	\$2,281,688	\$ 570,421.88						
69	Aug-14								
70	Sep-14								
71	Oct-14								
72	Nov-14								
73	Dec-14								
74	Jan-15								
75	Feb-15								
76	Mar-15								
77	Apr-15								
78	May-15								
79	Jun-15								
80	<b>ANNUAL AVERAGE</b>								
81	SFY11		\$ 1,752,303						
82	SFY12		\$ 1,674,791						
83	SFY13		\$ 1,673,660						
84	SFY14		\$ 1,169,971						

	A	B	C	D	E	F	G	H	I	J	K	L	M
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 SSB AIHC	
7	Actual	Budget			Note 1	3 mo. Avg	Budget						
8													
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
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
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
53	Apr-13	6,658	7,578	2,390	238	9	4,030	4,422	60.5%	205	1,228	1	
54	May-13	7,037	7,578	2,511	362	11	4,164	4,422	59.2%	174	1,206	1	
55	Jun-13	7,038	7,578	2,405	421	10	4,212	4,422	59.8%	194	1,224	1	769
56	Jul-13	7,153	7,356	2,452	421	72	4,280	4,380	59.8%	276	1,230	1	
57	Aug-13	7,284	7,356	2,532	439	25	4,313	4,380	59.2%	263	1,225	1	
58	Sep-13	7,145	7,356	2,480	449	20	4,216	4,380	59.0%	264	1,247	1	474
59	Oct-13	7,290	7,356	2,435	459	24	4,396	4,380	60.3%	291	1,255	1	
60	Nov-13	7,264	7,356	2,422	488	36	4,354	4,380	59.9%	224	1,242	6	
61	Dec-13	7,342	7,356	2,417	454	27	4,471	4,380	60.9%	255	1,267	3	573
62	Jan-14	7,265	7,356	2,428	481	27	4,356	4,380	60.0%	319	1,269	3	
63	Feb-14	7,041	7,356	2,372	449	37	4,220	4,380	59.9%	258	1,270	0	
64	Mar-14	7,121	7,356	2,366	455	27	4,300	4,380	60.4%	283	1,266	0	650
65	Apr-14	7,125	7,356	2,317	493	24	4,315	4,380	60.6%	298	1,238	0	
66	May-14	7,439	7,356	2,418	477	24	4,544	4,380	61.1%	312	1,265	0	
67	Jun-14	7,271	7,356	2,356	475	32	4,440	4,380	61.1%	282	1,216	0	675

	A	B	C	D	E	F	G	H	I	J
1	<b>Operating Statistics</b>									
2	<b>Developmental Services Long Term Care</b>									
3										
5		<b>BDS Programs served FYTD**</b>	<b>- FYTD Unduplicated Count</b>	<b>Early Supports &amp; Services</b>	<b>Special Medical Services</b>	<b>Partners in Health Program</b>	<b>Devl. Serv. Priority #1 DD Waitlist</b>	<b>Devl. Serv. ABD Waitlist</b>	<b>Medicaid to Schools Enrollment</b>	
6					(8-09 to 8-12 Actual)	(8-09 to 8-12 Actual)	Actual*	Actual*		
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	Jul-13	8,995	6,364	1,865	1,646	985	373	15		
55	Aug-13	10,041	7,291	2,074	1,755	995	186	5		
56	Sep-13	10,978	8,160	2,381	1,813	1,005	103	6		
57	Oct-13	11,573	8,648	2,618	1,903	1,022	108	10		
58	Nov-13	12,129	9,122	2,978	1,963	1,044	116	12		
59	Dec-13	12,764	9,658	3,231	2,047	1,059	51	16		
60	Jan-14	13,265	10,043	3,404	2,142	1,080	40	14		
61	Feb-14	13,712	10,409	3,640	2,208	1,095	59	16		
62	Mar-14	14,174	10,730	3,863	2,325	1,119	69	18		
63	Apr-14	14,702	11,093	4,112	2,464	1,145	81	17		
64	May-14	15,144	11,488	4,383	2,508	1,148	10	0		
65	Jun-14	15,525	11,742	4,577	2,614	1,169	79	19		
66	Jul-14	9,996	7,049	1,810	1,979	968	86	0		
67	Aug-14									
68	Sep-14									
69	Oct-14									
70	Nov-14									
71	Dec-14									
72	Jan-15									
73	Feb-15									
74	Mar-15									
75	Apr-15									
76	May-15									
77	Jun-15									
78	<b>ANNUAL AVERAGE</b>									
79	SFY11	12,718	9,873	2,125	1,701	1,144	22	0		
80	SFY12	12,373	9,568	3,160	1,744	1,061	64	4		
81	SFY13	12,750	9,612	3,135	2,059	1,079	201	1		
82	SFY14	12,750	9,562	3,261	2,116	1,072	106	12		
83										
84	<b>Data Sources:</b>	NHLeads	NHLeads	NHLeads	SMSdb	PIHdb	Registry	Registry		
85										
86	*G & *H Represent the number of individuals waiting at least 90-days for DD or ABD									
87	Waiver funding.									
88	** BDS count excludes MTS Students served									
89	<b>E &amp; F</b>	Represents year-to-date total number served								



	A	B	C	D	E	F	G	H
1	Table I							
2	Department of Health and Human Services							
3	Operating Statistics							
4	Shelter & Institutions							
5								
6		NHH				BHHS		Glenclyff
7		APS & APC Census	APS & APC Admissions	THS Census	All Shelters		% of	GH Census
8		Actual	Actual	Actual	Capacity	Actual	Capacity	Actual
9								
46	Jul-12	145	161	n/a				118
47	Aug-12	149	193	n/a				118
48	Sep-12	151	162	n/a				119
49	Oct-12	150	178	n/a				119
50	Nov-12	150	161	n/a				117
51	Dec-12	150	125	n/a				117
52	Jan-13	161	173	n/a				117
53	Feb-13	164	135	n/a				118
54	Mar-13	155	149	n/a				119
55	Apr-13	152	173	n/a				119
56	May-13	148	187	n/a				118
57	Jun-13	155	175	n/a				119
58	Jul-13	155	187	n/a				117
59	Aug-13	161	164	n/a				116
60	Sep-13	163	165	n/a				115
61	Oct-13	161	184	n/a				116
62	Nov-13	164	149	n/a				119
63	Dec-13	151	144	n/a				118
64	Jan-14	160	190	n/a				118
65	Feb-14	161	165	n/a				116
66	Mar-14	160	181	n/a				118
67	Apr-14	163	193	n/a				118
68	May-14	164	184	n/a				116
69	Jun-14	162	164	n/a				114
70	Jul-14	141	153		13,826	11,737	85%	116
71	Aug-14							
72	Sep-14							
73	Oct-14							
74	Nov-14							
75	Dec-14							
76	Jan-15							
77	Feb-15							
78	Mar-15							
79	Apr-15							
80	May-15							
81	Jun-15							
82	ANNUAL AVERAGE							
83	SFY11	151	192	42	10,971	9,159	83%	111
84	SFY12	148	197	39	11,095	10,551	95%	116
85	SFY13	153	164	n/a	#DIV/0!	#DIV/0!	#DIV/0!	118
86	SFY14	160	173	n/a	#DIV/0!	#DIV/0!	#DIV/0!	117
87								
88	Source of Data							
89	Column							
90	B	Daily in-house midnight census averaged per month*						
91	C	Daily census report of admissions totalled per month						
92	D	Daily in-house midnight census averaged per month						
93	E	Total number of individual bednights available in emergency shelters						
94	F	Total number of individual bednights utilized in emergency shelters						
95	G	Percentage of individual bednights utilized during month						
96	H	Total number of family bednights available in emergency shelters						
97	I	Total number of family bednights utilized in emergency shelters						
98	J	Percentage of family bednights utilized during month						
99	K	Daily in-house midnight census averaged per month						
100								
101		* July 2014 average Census no longer reflects Pts on Leave						

	A	B	C	D	E	F	G	H	I	J
1	<b>Table J</b>									
2	<b>Medicaid Medical Caseloads (Persons)</b>									
3										
4	Enrollment as of	12/30/2013	1/31/2014	2/28/2014	3/31/2014	4/30/2014	5/31/2014	6/30/2014	7/31/2014	
5										
6	1. Low-Income Children (Age 0-18)	82,129	85,335	87,264	88,064	88,850	88,864	88,961	89,392	
7	2. Children With Severe Disabilities (Age 0-18)	1,604	1,653	1,674	1,680	1,688	1,677	1,670	1,616	
8	3. Foster Care & Adoption Subsidy (Age 0-25)	1,948	1,966	1,992	2,003	2,012	1,990	2,004	2,015	
9	4. Low-Income Parents (Age 19-64)	10,324	11,604	12,210	12,955	13,357	13,627	13,976	14,274	
10	5. Low-Income Pregnant Women (Age 19+)	2,275	2,789	- 2,944	3,051	3,113	3,165	-3,246	-3,238	
11	6. Adults With Disabilities (Age 19-64)	19,997	20,075	20,023	19,961	20,154	20,156	20,222	20,757	
12	7. Elderly & Elderly With Disabilities (Age 65+)	8,828	8,802	8,796	8,779	8,823	8,872	8,822	8,848	
13	8. BCCP (Age 19-64)	205	204	205	200	202	211	204	200	
14	Total By Category	127,310	132,428	135,108	136,693	138,199	138,562	139,105	140,340	
15	Reconciling Differences (Detail to Summary)	(405)	(394)	(380)	122	(42)	0	0	(459)	
16	Reported On Summary	126,905	132,034	134,728	136,815	138,157	138,562	139,105	139,881	
17										
18	<b>ENROLLMENT IN MEDICAID CARE MANAGEMENT</b>									
19	Enrollment as of	1/1/2014	2/1/2014	3/1/2014	4/1/2014	5/1/2014	6/1/2014	7/1/2014	8/1/2014	
20										
21	Enrolled in Care Management	108,206	111,151	114,480	116,299	119,244	119,790	120,915	120,946	
22	Enrolled in Fee-For-Service	25,186	22,772	18,775	17,708	17,450	16,306	15,549	15,822	
23	Total	133,392	133,923	133,255	134,007	136,694	136,096	136,464	136,768	
24										
25		(6,082)	(1,495)	1,853	2,686	1,505	2,466	2,641	3,572	
26										
27	<p>Figures by category versus figures by coverage are taken from two points in time. Medicaid Care Management is first of the month and the some people drop off during the month and go into Fee-For-Service. FFS is end of the month and builds during the month to include the spend down clients excluded from MCM. The early data points are switched because the MCM data includes retroactive FFS enrollment for those earlier months.</p>									

	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	
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%	n/a			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%	7,037	-4.2%		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%	7,038	-4.6%	0.0%	8,005	-8.8%	-2.0%	7,951	-6.7%	-0.6%	116,087	-1.4%	-2.7%
68	Jul-13	153,075	-2.3%	-0.1%	129,255	-0.2%	-0.1%	7,153	-1.0%	1.6%	7,926	-8.8%	-1.0%	7,962	-5.3%	0.1%	115,691	-1.6%	-0.3%
69	Aug-13	153,065	-2.5%	0.0%	129,063	-0.7%	-0.1%	7,284	-2.2%	1.8%	7,922	-9.9%	-0.1%	7,955	-4.1%	-0.1%	115,499	0.5%	-0.2%
70	Sep-13	152,338	-2.4%	-0.5%	128,364	-0.9%	-0.5%	7,145	-1.9%	-1.9%	7,709	-11.0%	-2.7%	7,889	-4.0%	-0.8%	114,725	-2.4%	-0.7%
71	Oct-13	152,132	-3.3%	-0.1%	128,276	-1.6%	-0.1%	7,290	0.0%	2.0%	7,609	-12.6%	-1.3%	7,945	-3.3%	0.7%	114,915	-3.5%	0.2%
72	Nov-13	150,798	-4.1%	-0.9%	127,359	-2.1%	-0.7%	7,264	0.1%	-0.4%	7,449	-13.4%	-2.1%	7,882	-3.7%	-0.8%	113,514	-4.6%	-1.2%
73	Dec-13	150,372	-4.0%	-0.3%	126,905	-2.4%	-0.4%	7,342	1.2%	1.1%	7,334	-13.6%	-1.5%	7,820	-4.2%	-0.6%	112,908	-5.0%	-0.5%
74	Jan-14	154,862	-1.6%	3.0%	132,034	1.4%	4.0%	7,265	1.0%	-1.0%	7,330	-14.4%	-0.1%	7,834	-3.5%	0.2%	113,326	-5.7%	0.4%
75	Feb-14	157,397	2.0%	1.6%	134,728	4.3%	2.0%	7,041	-0.7%	-3.1%	7,353	-13.9%	0.3%	7,803	-3.2%	-0.4%	112,791	-4.1%	-0.5%
76	Mar-14	159,213	3.0%	1.2%	136,815	5.7%	1.5%	7,121	1.0%	1.1%	7,242	-13.6%	-1.5%	7,704	-3.8%	-1.3%	112,511	-4.2%	-0.2%
77	Apr-14	160,682	4.2%	0.9%	138,157	6.8%	1.0%	7,125	n/a	0.1%	7,277	-12.7%	0.5%	7,727	-3.5%	0.3%	112,144	-4.3%	-0.3%
78	May-14	161,647	5.2%	0.6%	138,562	6.9%	0.3%	7,439	5.7%	4.4%	7,119	-12.9%	-2.2%	7,751	-3.1%	0.3%	111,362	-6.7%	-0.7%
79	Jun-14	162,897	6.3%	0.8%	139,105	7.5%	0.4%	7,271	3.3%	-2.3%	7,116	-11.1%	0.0%	7,745	-2.6%	-0.1%	110,590	-4.7%	-0.7%
80	Jul-14	163,903	7.1%	0.6%	139,881	8.2%	0.6%	7,337	2.6%	0.9%	7,085	-10.6%	-0.4%	7,741	-2.8%	-0.1%	109,239	-5.6%	-1.2%
81	Aug-14																		
82	Sep-14																		
83	Oct-14																		
84	Nov-14																		
85	Dec-14																		
86	Jan-15																		
87	Feb-15																		
88	Mar-15																		
89	Apr-15																		
90	May-15																		
91	Jun-15																		
92	ANNUAL AVERAGE																		
93	SFY10	145,949			117,025			7,288			14,098			8,284			99,219		
94	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%	
95	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%	
96	SFY13	155,664	0.6%		129,721	n/a		7,197	-0.5%		8,494	-21.9%		8,136	-7.3%		117,899	1.6%	
97	SFY14	155,707	0.0%		132,385	2.1%		7,228	0.4%		7,449	-12.3%		7,835	-3.7%		113,331	-3.9%	
98																			

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	DATA TABLES FOR CHARTS																
2																	
3	Caseloads Vs Unemployment			Caseloads-Actual					Personnel Vacancy Rate								
4		NH Unempl. Rate	Unduplicated Persons		FANF Persons Actual	APTD Actual	Medicaid Persons Actual			Authorized	Filled	Vacant	PCT		Caseload	Staff	
5																	
55	Jul-11	5.2%	153,928		Jul-11	12,046	9,031	119,814		Jul-11	2,995	2,764	231	7.7%	Jul-11	153,928	2,764
56	Aug-11	5.3%	153,803		Aug-11	11,980	8,905	119,628		Aug-11	2,995	2,767	228	7.6%		153,803	2,767
57	Sep-11	5.4%	154,055		Sep-11	12,014	8,864	119,916		Sep-11	2,995	2,774	221	7.4%		154,055	2,774
58	Oct-11	5.3%	153,942		Oct-11	11,756	8,793	119,437		Oct-11	2,997	2,759	238	7.9%	Oct-11	153,942	2,759
59	Nov-11	5.2%	153,484		Nov-11	11,668	8,854	118,901		Nov-11	2,997	2,753	244	8.1%		153,484	2,753
60	Dec-11	5.2%	154,470		Dec-11	11,787	9,006	119,626		Dec-11	2,898	2,672	226	7.8%		154,470	2,672
61	Jan-12	5.2%	154,765		Jan-12	11,781	8,834	119,338		Jan-12	2,898	2,699	199	6.9%	Jan-12	154,765	2,699
62	Feb-12	5.2%	155,274		Feb-12	11,628	8,792	119,553		Feb-12	2,898	2,686	212	7.3%		155,274	2,686
63	Mar-12	5.2%	155,424		Mar-12	9,202	8,600	120,382		Mar-12	2,898	2,694	204	7.0%		155,424	2,694
64	Apr-12	5.0%	155,639		Apr-12	8,950	8,595	120,538		Apr-12	2,898	2,687	211	7.3%	Apr-12	155,639	2,687
65	May-12	5.0%	155,789		May-12	8,853	8,541	120,520		May-12	2,898	2,674	224	7.7%		155,789	2,674
66	Jun-12	5.1%	156,002		Jun-12	8,774	8,518	120,335		Jun-12	2,897	2,671	226	7.8%		156,002	2,671
67	Jul-12	5.4%	156,637		Jul-12	8,690	8,405	126,569		Jul-12	2,897	2,660	237	8.2%	Jul-12	156,637	2,660
68	Aug-12	5.7%	156,966		Aug-12	8,793	8,296	129,951		Aug-12	2,897	2,643	254	8.8%		156,966	2,643
69	Sep-12	5.7%	156,144		Sep-12	8,657	8,218	129,479		Sep-12	2,897	2,640	257	8.9%		156,144	2,640
70	Oct-12	5.7%	157,243		Oct-12	8,704	8,216	130,393		Oct-12	2,897	2,641	256	8.8%	Oct-12	157,243	2,641
71	Nov-12	5.6%	157,170		Nov-12	8,599	8,181	130,110		Nov-12	2,897	2,636	261	9.0%		157,170	2,636
72	Dec-12	5.7%	156,588		Dec-12	8,493	8,164	130,001		Dec-12	2,897	2,633	264	9.1%		156,588	2,633
73	Jan-13	5.8%	157,348		Jan-13	8,559	8,115	130,239		Jan-13	2,898	2,619	279	9.6%	Jan-13	157,348	2,619
74	Feb-13	5.8%	154,386		Feb-13	8,538	8,059	129,200		Feb-13	2,898	2,625	273	9.4%		154,386	2,625
75	Mar-13	5.7%	154,504		Mar-13	8,378	8,011	129,413		Mar- Est	2,900	2,615	285	9.8%		154,504	2,615
76	Apr-13	5.5%	154,159		Apr-13	8,337	8,011	129,346		Apr- Est	2,900	2,610	290	10.0%	Apr-13	154,159	2,610
77	May-13	5.3%	153,625		May-13	8,169	8,001	129,598		May- Est	2,900	2,605	295	10.2%		153,625	2,605
78	Jun-13	5.2%	153,197		Jun-13	8,005	7,951	129,353		Jun-13	2,888	2,600	288	10.0%		153,197	2,600
79	Jul-13	5.1%	153,075		Jul-13	7,926	7,962	129,255		Jul-13	2,898	2,596	302	10.4%	Jul-13	153,075	2,596
80	Aug-13	5.0%	153,065		Aug-13	7,922	7,955	129,063		Aug-13	2,898	2,590	308	10.6%		153,065	2,590
81	Sep-13	5.1%	152,338		Sep-13	7,709	7,889	128,364		Sep-13	2,898	2,584	314	10.8%		152,338	2,584
82	Oct-13	5.1%	152,132		Oct-13	7,609	7,945	128,276		Oct-13	2,897	2,579	318	11.0%	Oct-13	152,132	2,579
83	Nov-13	5.1%	150,798		Nov-13	7,449	7,882	127,359		Nov-13	2,897	2,588	309	10.7%		150,798	2,588
84	Dec-13	5.1%	150,372		Dec-13	7,334	7,820	126,905		Dec-13	2,897	2,588	309	10.7%		150,372	2,588
85	Jan-14	4.7%	154,862		Jan-14	8,209	7,834	132,034		Jan-14	2,897	2,585	312	10.8%	Jan-14	154,862	2,585
86	Feb-14	4.7%	157,397		Feb-14	8,274	7,803	134,728		Feb-14	2,897	2,585	312	10.8%		157,397	2,585
87	Mar-14	4.5%	159,213		Mar-14	7,242	7,704	136,815		Mar-14	2,897	2,589	308	10.6%		159,213	2,589
88	Apr-14	4.4%	160,682		Apr-14	7,277	7,727	168,157		Apr-14	2,897	2,600	297	10.3%	Apr-14	160,682	2,600
89	May-14	4.4%	161,647		May-14	7,119	7,751	139,395		May-14	2,897	2,591	306	10.6%		161,647	2,591
90	Jun-14	4.4%	162,897		Jun-14	7,116	7,745	139,105		Jun-14	2,897	2,606	291	10.0%		162,897	2,606
91	Jul-14		163,903		Jul-14	7,085	7,741	139,881		Jul-14	2,895	2,628	267	9.2%	Jul-14	163,903	2,628
92	Aug-14				Aug-14					Aug-14							
93	Sep-14				Sep-14					Sep-14							
94	Oct-14				Oct-14					Oct-14					Oct-14		
95	Nov-14				Nov-14					Nov-14							
96	Dec-14				Dec-14					Dec-14							
97	Jan-15				Jan-15					Jan-15					Jan-15		
98	Feb-15				Feb-15					Feb-15							
99	Mar-15				Mar-15					Mar-15							
100	Apr-15				Apr-15					Apr-15					Apr-15		
101	May-15				May-15					May-15							
102	Jun-15				Jun-15					Jun-15							