



STATE OF NEW HAMPSHIRE



FIS 23 317

GOVERNOR'S OFFICE  
for

EMERGENCY RELIEF AND RECOVERY

October 20, 2023

The Honorable Ken Weyler, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

His Excellency, Governor Christopher T. Sununu  
and the Honorable Executive Council  
State House  
Concord, NH 03301

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, authorize the Governor's Office for Emergency Relief and Recovery (GOFERR) to amend FIS 21-172 approved by the Fiscal Committee on June 18, 2021 and by Governor and Executive Council item #93 on June 30, 2021 and amended by FIS 23-166 approved by the Fiscal Committee on May 19, 2023 and approved by Governor and Council item #160 on May 31, 2023 to adjust funds in the amount of \$382,000 between class lines and to create additional class lines and to extend the end date from June 30, 2024 to June 30, 2025 to continue the administration of American Rescue Plan Act (ARPA) funds, effective upon Fiscal Committee and Governor and Executive Council approval.. This is an allowable use of ARPA SFRF funds as administrative work necessary due to the COVID 19 public health emergency and its negative economic impacts. **100% Federal Funds.**

Funds are to be adjusted in Fiscal Year 2024 in 01-02-002-020210-19110000-Office of the Director as follows:

01-02-002-020210-19110000 <u>Office of the Director</u>		<u>FY2024</u>	<u>FY2024</u>	<u>FY2024</u>
<u>CLASS</u>	<u>ACCOUNT</u>	<u>CURRENT MODIFIED BUDGET</u>	<u>BUDGET REQUEST</u>	<u>REVISED BUDGET</u>
<b>REVENUE</b>				
000 - FEDERAL FUNDS	400338-16	\$6,132,480	\$0	\$6,132,480
<b>TOTAL REVENUE</b>		<b>\$6,132,480</b>	<b>\$0</b>	<b>\$6,132,480</b>
<b>EXPENDITURES</b>				
016 - Personal Services Non Class	500141	\$2,158,329	\$0	\$2,158,329
020 - Current Expenses	500200	\$94,609	\$0	\$94,609
022 - Rents-Leases Other Than Sta	500248	\$99,258	\$2,000	\$101,258
027 - Transfers To Doit	582703	\$105,786	\$0	\$105,786
030 - Equipment New Replacement	500331	\$30,000	\$0	\$30,000

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037 - Technology-Hardware	500173	\$34,547	\$0	\$34,547
038 - Technology-Software	509038	\$52,767	\$0	\$52,767
039 - Telecommunications	500189	\$6,169	\$25,000	\$31,169
040 - Indirect Costs	500800	\$738,537	(\$382,000)	\$356,537
041 - Audit Fund Set Aside	500801	\$15,000	\$0	\$15,000
042 - Additional Fringe Benefits	500620	\$187,895	\$0	\$187,895
050 - Personal Service Temp Appoi	500109	\$890,489	\$0	\$890,489
060 - Benefits	500601	\$719,094	\$320,000	\$1,039,094
062 - Worker's Compensation	500538	\$0	\$10,000	\$10,000
066 - Employee Training	500556	\$0	\$5,000	\$5,000
070 - In State Travel Reimbursement	500707	\$0	\$20,000	\$20,000
072 - Grants Federal	500575	\$500,000	\$0	\$500,000
103 - Contracts for Op Services	502664	\$500,000	\$0	\$500,000
<b>TOTAL EXPENSES</b>		<b>\$6,132,480</b>	<b>\$0</b>	<b>\$6,132,480</b>

#### EXPLANATION

This request would allow GOFERR to make changes to their administrative budget in order to continue the administration and oversight of American Rescue Plan funds. The American Rescue Plan Act (ARPA) established the State Fiscal Recovery Fund (SFRF) and Local Fiscal Recovery Fund, which provided a combined \$350 billion in assistance to eligible state, local, territorial and Tribal governments to support COVID-19 response efforts and support immediate economic stabilization, and more. GOFERR has overseen and managed the State's \$1,106,840,707.62 allocation of these funds since they were received.

This budget was originally created in 2021 upon receipt of ARPA funding by the state. This request would ensure GOFERR can continue its day-to-day administrative responsibilities as well as continuing to comply with the guidance from US Treasury on oversight and reporting of these funds.

The following appropriation adjustments are requested:

Class 022 – Rents – Leases Other than State– Increased by \$2,000; The lease renewal for the GOFERR office space occurred in March of 2023 this would provide the total estimated cost through FY 2025.

Class 039 – Telecommunications - Increased by \$25,000 to cover estimated total telecommunications expenses through FY 2025.

Class 040 – Indirect Costs - Reduced by \$382,000 to reallocate funds to other class line shortfalls through FY 2025. It was determined the full original budgeted amount was not required through FY 2025.

Class 060 – Benefits – Increased by \$320,000 to cover the total estimated cost of employee benefits through FY 2025.

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Class 062 - Workers Compensation – Increase to \$10,000; GOFERR was provided information by the Department of Administrative Services, Division of Risk and Benefits that these costs would be incurred by GOFERR so as to be consistent with other Executive Branch agencies.

Class 066 -- Employee Training – Increase to \$5,000 to provide training for GOFERR Staff.

Class 070 -- In State Travel Reimbursement – Increase to \$20,000; Due to requirements from US Treasury attached to SLFRF subrecipient monitoring, GOFERR staff must conduct regular site visits to awardees to ensure infrastructure projects are compliant and on track to meet contractual obligations.

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

Respectfully submitted,



Taylor Caswell,  
Executive Director, GOFERR



STATE OF NEW HAMPSHIRE



GOVERNOR'S OFFICE

for

EMERGENCY RELIEF AND RECOVERY

FIS 21 172

Late Item

June 15, 2021

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the Governor's Office for Emergency Relief and Recovery (GOFERR) to accept and expend funds in the amount of \$7,707,237 from the American Rescue Plan Act of 2021 (ARPA), from the Coronavirus State and Local Fiscal Recovery Fund (CSFRF), to fund the administration of ARPA funds, upon Fiscal Committee and Governor and Executive Council approval, effective July 1, 2021 through June 30, 2023. 100% Federal Funds.

Funds requested for FY 22 and FY23 are to be budgeted in 01-02-002-0202-1911-Office of the Director as follows:

Table with 5 columns: Class, Description, FY 21 Current Modified Budget, FY 22 Requested Action, FY 23 Requested Action. Rows include categories like PERSONAL SERVICES UNCLASSIFI, PERSONAL SERVICES NONCLASSIFIED, CURRENT EXPENSES, RENTS-LEASES OTHER THAN STAT, TRANSFERS TO DOIT, EQUIPMENT NEW REPLACEMENT, TECHNOLOGY-HARDWARE, TECHNOLOGY-SOFTWARE, TELECOMMUNICATIONS, INDIRECT COSTS, and AUDIT FUND SET ASIDE.

Class	Description	FY 21 Current Modified Budget	FY 22 Requested Action	FY 23 Requested Action
042-500620	ADDITIONAL FRINGE BENEFITS	\$ 147,622	\$ 125,000	\$ 125,000
050-500109	PERSONAL SERVICE TEMP APPOIN	\$ 1,820,999	\$ 740,563	\$ 282,258
060-500601	BENEFITS	\$ 778,076	\$ 546,609	\$ 557,397
066-500556	EMPLOYEE TRAINING	\$ 5,000	\$ -	\$ -
070-500707	IN STATE TRAVEL REIMBURSEMEN	\$ 10,000	\$ -	\$ -
072-500575	GRANTS FEDERAL	\$ 404,287,831	\$ -	\$ -
080-500717	OUT OF STATE TRAVEL REIMB	\$ 5,000	\$ -	\$ -
085-588595	INTERAGCY XFR OUT OF FED FND	\$ 351,117,461	\$ -	\$ -
101-500729	MEDICAL PAYMENTS TO PROVIDER	\$ -	\$ -	\$ -
102-500731	CONTRACTS FOR PROGRAM SERVIC	\$ 11,117,795	\$ -	\$ -
103-502664	CONTRACTS FOR OP SERVICES	\$ 9,991,109	\$ 500,000	\$ 500,000
<b>Total Expenditures</b>		<b>\$ 784,361,497</b>	<b>\$ 3,869,919</b>	<b>\$ 3,837,317</b>
000-400338	Federal Funds	\$ 784,361,497	\$ 3,869,919	\$ 3,837,317
<b>Total Revenues</b>		<b>\$ 784,361,497</b>	<b>\$ 3,869,919</b>	<b>\$ 3,837,317</b>

### EXPLANATION

The GOFERR requests authorization to accept and expend the monies from ARPA in the amount of \$7,707,237 to assist with the mitigation of the fiscal effects stemming from the public health emergency with respect to COVID-19. This is an allowable use of ARP FRF funds as administrative work necessary due to the COVID 19 public health emergency and its negative economic impacts.

The American Rescue Plan Act (the Act) established the Coronavirus State Fiscal Recovery Fund (CSFRF) and Coronavirus Local Fiscal Recovery Fund, which provided a combined \$350 billion in assistance to eligible state, local, territorial and Tribal governments to support COVID-19 response efforts and support immediate economic stabilization, and more. CSFRF provides substantial flexibility to meet local needs, including support for households, small businesses, impacted industries, essential workers, and the communities hardest hit by the crisis. These funds can also be used to, among other things, make necessary investments in water, sewer, and broadband infrastructure, as well as cover administrative expenses for work necessary due to the COVID-19 public health emergency and its negative economic impacts, such as disbursing funds and managing grant programs.

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New Hampshire anticipates receiving a total of \$994,555,877.60 through the State Fiscal Recovery Fund, of which the United States Treasury has allocated \$497,277,938.80, to the State of New Hampshire.

The use of those funds is allowed through December 31, 2024 for the purposes outlined in ARPA.

In addition to receiving these funds, the State anticipates that the U.S. Treasury will provide additional, comprehensive guidance on the permitted use of these funds, and as with CARES Act funding, require regular reporting on related expenditures.

However, given the allocation of New Hampshire's share of the State Fiscal Recovery Fund, immediate need for use of those funds, and the already known, permitted uses as defined by ARPA's statutory framework, GOFERR would like to accept and expend these funds received before the end of this Fiscal Year through Fiscal Year 2023. GOFERR would use these funds to exercise its role focused on creating and overseeing programs, facilitating transparency efforts, tracking federal funds, and engaging in required federal reporting on funds received and expended by the state.

Any budgets created and approved for expenditure of these funds are obligated to abide by federal standards and requirements.

Funds are budgeted as follows:

- Class 016 – GOFERR staff salaries
- Class 020 – Current Expenses – office supplies, paper and printer ink for staff
- Class 022 – Rents – Leases – office space for staff
- Class 027 – Transfers to DOIT – DOIT support for staff
- Class 030 – Equipment – Office furniture for staff
- Class 037 – Technology, Hardware – laptops, monitors and docking stations for staff
- Class 038 – Technology, Software – standard software required for staff
- Class 039 – Telecommunications – phones and phone lines for staff
- Class 040 – Indirect Costs at 10%+
- Class 041 – Audit Fund Set Aside – at a rate of .01%
- Class 042 – Additional Fringe Benefits – post retirements expenses for staff
- Class 050 – Temp Part Time – for the temporary part-time positions
- Class 060 – Benefits – for GOFERR employee benefits
- Class 103 – For anticipated Operational Services contracts with vendors

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

1) *List of Personnel Involved:*

GOFERR was originally staffed by state employees borrowed by other agencies, with the understanding that most borrowed employees would remain with GOFERR for at least a year. As GOFERR's role continues and new employees are needed to replace previously borrowed employees and to address new needs, those new employees will be hired as non-classified state employees.

Because GOFERR is a division of the Governor's Office that was created by Executive Order, to the extent GOFERR staff are not borrowed from existing state agencies and paid under a reimbursement MOU, additional staff positions will be created under the Governor's authority under RSA 4:16-a.

2) *Nature, need and duration:*

The period of performance runs until December 31, 2024, but this request covers the next two fiscal years, ending June 30, 2023.

3) *Relationship to existing agency programs:*

GOFERR has been tasked with administration and oversight of federal COVID-19 relief funds, including facilitating programs, engaging in transparency efforts, tracking federal funds, and conducting required federal reporting on funds received and expended by the state.

4) *Has similar program been requested of the Legislature and denied?* No

5) *Why wasn't funding included in the agency's budget request?*

GOFERR is entirely federally funded, and this represents the agency's budget request.

6) *Can portions of the grant funds be utilized for other purposes?*

These funds can only be used for the purpose of the grant award.

7) *Estimate the funds required to continue these positions:*

The requested funds for the next two fiscal years represent the necessary funds to continue relevant positions, fulfill GOFERR's mandate, and set aside appropriate funds for shared costs and audit expenses.

8) *Geographic Area Served:*

Statewide

9) *Sources of Funds:*

Federal American Rescue Plan State and Local Fiscal Recovery Funds

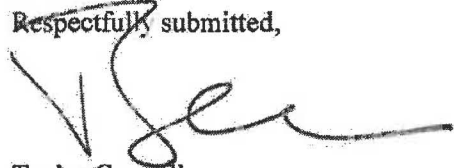
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In the event that Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Taylor Caswell', written over the word 'submitted'.

Taylor Caswell,  
Executive Director, GOFERR