

New Hampshire
Department of Agriculture,
Markets & Food

Lorraine S. Merrill, Commissioner

December 2, 2014

Her Excellency Governor Margaret Wood Hassan
and the Honorable Executive Council
State House

Dear Governor Hassan and Honorable Council:

Requested Action

Authorize the NH Department of Agriculture, Markets & Food, Division of Regulatory Services (NHDAMF) to budget and expend carry forward funds from State Fiscal Year 2014, in the amount of \$9,222.00; for various expenses to fulfill the scope of work related to the Good Agricultural Practices (GAP) program. These non-lapsing funds are fees collected to conduct GAP audits of operations in New Hampshire; for the period of Governor and Council approval to June 30, 2015. 100% Other Funds – GAP.

These Funds are to be budgeted in the existing account, **02-18-18-181000-59870000 GAP**, as follows:

OBJECT CLASS	ACCOUNT	CURRENT FY 2015	REQUESTED CHANGE	REVISED FY 2015
020-500200	Current Expense	\$ 600	\$7,222	\$7,822
070-500705	In-State Travel	8,000	-0-	8,000
080-500710	Out-of-state Travel	-0-	2,000	2,000
	Total	\$8,600	\$9,222	\$17,822
Source of Funds				
009-407703	Other Funds	\$8,600	\$9,222	\$17,822

Explanation

The New Hampshire Department of Agriculture, Markets & Food (NHDAMF), Division of Regulatory Services receives other funds for services provided to farmers and growers under the US Department of Agriculture Good Agricultural Practices (GAP) program. NHDAMF offers GAP/GHP (Good Handling Practices) certification under the USDA Federal-State Audit Program. This nationally recognized cooperative partnership performs audits based on the Food and Drug Administration's Guidelines to Minimize Microbial Contamination for Fresh Fruits and Vegetables. GAP and GHP audits are performed on a voluntary basis at the request of NH farmers and packing operations. GAP and GHP certification is required for market access by a growing number of wholesale and institutional food buyers.

NHDAMF staff is required to obtain a GAP auditor license from the USDA in order to perform GAP/GHP audits. They must travel to perform audit inspections, attend conferences, and 20 continual professional development hours per year to maintain their license. Expenses incurred include telephone, print jobs, mailings and other necessary activities to implement the program and maintain marketing options for New Hampshire farmers and growers.

Fiscal Situation

Current State Appropriation FY2015:	
59870000 GAP	\$ 8,600.00
Request this item	<u>9,222.00</u>
Total FY2015 Revised Appropriation	\$17,822.00

FY 2014 Balance Carried Forward	\$9,222.55
Request this item	<u>(9,222.00)</u>
Total Remaining funds	\$.55

Respectfully submitted,



Lorraine S. Merrill
Commissioner