

W  
Frank Edelblut  
Commissioner



APR22'20 PM 3:01 DAS

Christine Brennan  
Deputy Commissioner

J  
STATE OF NEW HAMPSHIRE  
DEPARTMENT OF EDUCATION  
101 Pleasant Street  
Concord, N.H. 03301  
TEL (603) 271-3495  
FAX (603)-271-1953  
Citizens Services Line 1-800-339-9900

April 21, 2020

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

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

**INFORMATIONAL ITEM**

Pursuant to RSA 21-P:43, RSA 4:45, RSA 4:47, and Executive Order 2020-04, Governor Sununu has authorized the New Hampshire Department of Education (NHDOE) to accept and expend \$37,641,372 in Federal Funds from the United States Department of Education for the purpose of administering the CARES Act Elementary and Secondary School Relief Funds, and has authorized NHDOE to establish a full-time temporary position in expenditure class 059 – Temporary Full-Time, for the purpose of supporting the distribution of these funds to schools and districts in the current challenging environment brought about by COVID-19, effective from the date of the Governor's approval through September 30, 2021. 100% Federal Funds.

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

His Excellency, Governor Christopher T. Sununu  
And the Honorable Council

April 21, 2020

Page 2 of 5

Funds to be budgeted as follows:

**CARES Act Education Fund**

Account: 06-56-56-562010-19130000

Revenue Source Code: 400374

<b>Class/Object</b>	<b>Description</b>	<b>FY 2020</b>	<b>FY 2021</b>
020/500200	Current Expenses	\$ 396	\$ 749
027/582703	Transfers to DoIT	\$ 250	\$ 3,000
028/582814	Transfers to General Services	\$ 250	\$ 3,000
029/500290	Intra-Agency Transfers	\$ 100	\$ 50,500
030/500301	Equipment	\$ -	\$ 2,000
037/500173	Technology Hardware	\$ 2,500	\$ 150
038/500175	Technology Software	\$ 150	\$ 150
039/500191	Telecommunications	\$ 100	\$ 1,380
040/500800	Indirect Costs	\$ 411	\$ 8,367
041/500801	Audit Fund Set Aside	\$ 33,921	\$ 3,721
042/500620	Additional Fringe Benefits	\$ 305	\$ 7,914
050/500109	Personal Services Temp Appoint.	\$ 917	\$ 9,723
059/500117	Temporary Full-Time	\$ 2,537	\$ 65,949
060/500601	Benefits	\$ 1,756	\$ 38,084
070/500704	In-State Travel	\$ -	\$ 500
072/500577	Grants-Federal	\$ 33,876,900	\$ 3,323,192
080/500710	Out-of-State Travel	\$ -	\$ 2,500
102/500731	Contracts for Program Svcs	\$ -	\$ 200,000
		<b>\$ 33,920,493</b>	<b>\$ 3,720,879</b>

**EXPLANATION**

The New Hampshire Department of Education received a grant through new legislation, the CARES Act. This program allows the state and its school districts to expend funds flexibly to meet the pressing demands created by the impact of COVID-19.

The New Hampshire Department of Education (NH DOE), upon receipt of regulatory and guidance documents from the US Education Department, will award CARES funds to all local education agencies (LEAS) according to a formula based on population and poverty rate (formula for Title I,A funds). The NH

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

His Excellency, Governor Christopher T. Sununu  
And the Honorable Council  
April 21, 2020  
Page 3 of 5

DOE will prepare allocations and deliver funds via the existing reporting and application software, the online Grants Management System (GMS). LEAs will submit application documents, including program assurances and allowable grant activities, through this software, enabling two-way communication and reimbursement of expenses.

The NHD OE will communicate allocations, guidance and regulations on allowable activities and expenditures. LEAs will submit program assurances and activities. NHD OE will review, approve or suggest edits, and LEAs will be allowed to spend available funds to be reimbursed through the reporting system.

CARES legislation will provide funding as indicated above, but it will also expand, through a waiver process, the flexibility of existing grant programs. The list below provides a very brief description of the allowable activities for current LEA grants.

- Any activities authorized under ESSA, IDEA, Perkins, Subtitle B of McKinney-Vento Homeless Assistance Act, Adult Education and Family Literacy Act
- Coordinate emergency response
- Support school teachers
- Ensure preparedness and coordination
- Purchase cleaning supplies
- Purchase education technology
- Mental health supports
- Summer learning
- Other qualifying expenditures, including equitable services, etc.

In support of the objectives noted above, the Department commits to: adequately monitoring the formula subgrantees; assisting in the development of remote learning programming; providing technical assistance to understand new legislation and new flexibilities; supporting fiscal compliance guidance and support.

#### **APPROPRIATION EXPLANATION**

<b><u>Class</u></b>	<b><u>Class Description</u></b>	<b><u>Explanation</u></b>
020	Current Expenses	Appropriation to cover materials and supplies that will be used by staff.
027	Transfers to DOIT	Appropriation to cover required IT support.
028	Transfers to General Services	Appropriation for staff work areas.
029	Intra-Agency Transfers	Appropriation to internal program support.
030	Equipment	Appropriation to provide new equipment to staff hired under the grant.
037	Technology Hardware	Appropriation for new computer hardware.
038	Technology Software	Appropriation for new computer software.

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

His Excellency, Governor Christopher T. Sununu  
And the Honorable Council

April 21, 2020

Page 4 of 5

039	Telecommunications	Appropriation to provide VOIP and other telecommunications services.
040	Indirect Costs	Appropriation to meet the State of NH Statewide Cost Allocation Plan obligations.
041	Audit Fund Set Aside	Appropriation is based on .1 percent of the grant.
042	Post-Retirement	Appropriation to cover post retirement costs at the current rate of 10.43 percent.
050	Part Time Salaries	Appropriation to cover cost allocation of salary.
059	Personal Service Temp	Appropriation to fund requested positions in support of the grant activities.
060	Benefits	Appropriation to cover Health, Dental, Life, Medicare, FICA and Retirement Contributions for full time and cost allocated positions.
070	In-State Travel	Appropriation to cover travel for in state meetings, presentations and technical assistance.
072	Grants – Federal	Appropriation for the distribution of funds to grant sub-recipients.
080	Out of State Travel	Appropriation to cover staff travel to attend out of state meetings and presentations.
102	Contracts for Program Services	Appropriation to contract with providers of evaluation services, technical assistance and trainings.

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

**1. List All Personnel involved:**

New Positions:

- Administrator I

The Department is requesting authorization to use a portion of additional grant funds to support two existing positions. This existing position will provide leadership and support for the grant:

- Business Administrator II
- Accountant III

**2. Nature, Need, and Duration:**

As stated above, the primary goals of the CARES act is to provide funding for schools and districts in the current challenging environment brought about by COVID-19. The funds will help ensure fewer interruptions in learning by securing training, devices, infrastructure, safety protocols and supplies, as well as flexibilities to allow districts more time to spend down funds. This grant will be available until September 30, 2021, pending additional information from the USED.

**3. Relationship to Existing Agency Programs:**

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

His Excellency, Governor Christopher T. Sununu  
And the Honorable Council  
April 21, 2020  
Page 5 of 5

This grant will work cooperatively with other existing grant programs in the State by increasing flexibility in the use of funds in several programs and to enable remote learning broadly with the purchase of needed materials/supplies, training, and technology infrastructure.

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?

At the time that the State's Biennial Budget was being prepared, the Grant Award Letter had not been received. The Department was not awarded the funds until April 2020.

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

No. The positions requested are necessary to fulfill the intent of the grant.

7. Estimate the Funds Required to Continue the Position:

Salary and benefits for the full-time temporary position is expected to be approximately \$99,375 for FY21.

In the event Federal Funds become no longer available, General Funds will not be requested to support this program. Attached are copies of the grant awards.

Respectfully submitted,



Frank Edelblut  
Commissioner of Education