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STATE OF NEW HAMPSHIRE  
 DEPARTMENT of NATURAL and CULTURAL RESOURCES  
 DIVISION of PARKS and RECREATION  
 172 Pembroke Road Concord, New Hampshire 03301  
 Phone: (603) 271-3556 Fax: (603) 271-3553  
 Web: www.nhstateparks.org

May 28, 2020

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

**REQUESTED ACTION**

For inclusion on the Governor and Council Consent Calendar, pursuant to MOP 1200, I.D., authorize the Department of Natural and Cultural Resources, Division of Parks and Recreation to pay the New Hampshire Campground Owners Association (VC #154892), Epsom, NH the amount of \$3,902 for Fiscal Year 2021 membership dues effective upon Governor and Council approval for the period July 1, 2020 through June 30, 2021. **100% Agency Income**

Funding is available in account, Parks Administration, as follows:

	<b><u>FY 2021</u></b>
03-35-35-351510-37010000-026-500251- Membership Fees	\$3,902

**EXPLANATION**

The Division of Parks and Recreation (Division) has been a member of the New Hampshire Campground Owners Association (NHCOA) for over 20 years. This membership maintains the Division's public/private relationship with other campground owners in the State as well as provides better coordination of activities, programs, and promotions. As an active member, all State Park campgrounds and RV Parks are listed in the NHCOA's promotional guide, included on their website, and highlighted in social media campaigns.

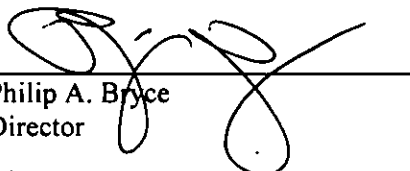
Following is the completed questionnaire developed for organizational dues and membership requests. A copy of the invoice from the NHCOA is also attached.

1. How long has this organization been in existence and how long has this agency been a member of this organization? **The NHCOA was established in 1960 and the Division has been a member for over 20 years.**
2. Is there any other organization which provides the same or similar benefits which your agency belongs to? **No, there is no other statewide campground association.**
3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member? **The NHCOA is exclusive to NH so no other states are involved; the Division is the only state agency involved (other partners are private enterprises).**
4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.). **The standard membership fee for a campground is \$545 per campground**

membership and \$1 per site, however the Division and the NHCOA agreed to a reduced membership fee of \$125 per campground.

5. What benefit does the state receive from participating in this membership? **The NHCOA produces a comprehensive camping guide of New Hampshire campgrounds and prints over 195,000 copies which are distributed throughout New England and Canada. As a member, not only are we listed in the camping guide but we are also able to add a NH State Parks campground insert as part of the marketing. Additionally, members are listed on the NHCOA's website and highlighted in social media campaigns.**
6. Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail. **No.**
7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain. **No.**
8. Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips. **No.**
9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization. **Not applicable.**
10. Explain in detail any negative impact to the State if the Agency did not belong to this organization. **The NHCOA distributes more than 195,000 camping guides each year to potential campers throughout New England and Canada. Recognizing the importance of having a membership that includes both private and public campgrounds, the NHCOA has graciously negotiated a special rate for the Division, which includes the NH State Parks campground insert in the camping guide. If membership is not renewed, the Division will be limited in their advertising to this very important tourism market.**

Respectfully submitted,

  
Philip A. Bryce  
Director

Concurred,

  
Sarah L. Stewart  
Commissioner



New Hampshire Campground Owners Assoc.  
PO Box 1074 1545 Dover Road  
Epsom, NH 03234-1074  
(603)736-5540  
info@ucampnh.com

# INVOICE

**BILL TO**

NH Department of Natural and  
Cultural Resources (DNCR)  
172 Pembroke Road  
Concord, NH 03301

**INVOICE # 8837**

**DATE 05/27/2020**

**DUE DATE 09/01/2020**

**TERMS Net 30**

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DESCRIPTION	QTY	RATE	AMOUNT
Annual Dues	20	125.00	2,500.00
Membership Dues (Affiliate Member Rate)			
Annual Dues:Dues Per Site	1,402	1.00	1,402.00
Dues Per Site Assessment			

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BALANCE DUE

**\$3,902.00**