

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

The Honorable Karen Umberger, Chairman
Fiscal Committee of the General Court and

Bureau of Aeronautics
May 26, 2022

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

State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to RSA 9:16-a, authorize the Department of Transportation to establish non-budgeted classes and to transfer \$22,755 in FY22 and \$22,755 in FY23 for a total transfer of \$45,510 between various classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2023. 100% Other Funds (Agency Income).

04-096-096-964010-2029	Current Budget FY2022	Requested Change	Revised Budget FY2022	Current Budget FY2023	Requested Change	Revised Budget FY2023
Airway Toll Fund (Fuel)						
Expenses:						
038 500177 Technology - Software	\$0	\$12,755	\$12,755	\$0	\$12,755	\$12,755
046 500464 Consultants	0	10,000	10,000	0	10,000	10,000
073 509074 Grants Non Federal	681,205	(22,755)	658,450	225,000	(22,755)	202,245
Total	\$681,205	\$0	\$681,205	\$225,000	\$0	\$225,000
Source of Funds						
Revenue:						
006-407545 Agency Income	\$681,205	\$0	\$681,205	\$225,000	\$0	\$225,000
Total	\$681,205	\$0	\$681,205	\$225,000	\$0	\$225,000

EXPLANATION

The Department requests authorization to transfer between classes within Airway Toll Fund the amount of \$45,510 for the conversion, upgrade and annual support and hosting of the Airport IQ software program. Airport IQ is used to manage New Hampshire airport information. The most critical function of this software is the federal and state grants tracking module that enables the Bureau to comply with the Federal Aviation Administration (FAA) regulations. The State of New Hampshire is a State Block Grant Program (SBGP) responsible to act on behalf of the FAA for nine federally funded airport. The State of New Hampshire is also a channeling state, where the Bureau receives and provides all Federal funding. These funds are tracked through this Airport IQ software. This financial tracking module tracks all the different types of funding provided by the FAA. Failure to provide accurate tracking of these federal funds would place the State in a federal compliance issue and potential financial jeopardy.

Sufficient revenue is budgeted within Agency Income Funds, therefore, an Accept & Expend request is not necessary. Specific explanations relating to the Department's spending requests are as follows:

Airway Toll Fund (Fuel) (2029)

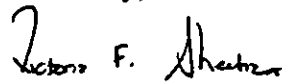
- Class 038 Increase Technology-Software by \$20,000 for software support and hosting the Airport IQ program.
- Class 046 Increase consultants by \$25,510 for conversion and upgrade of the Airport IQ program.
- Class 073 Decrease Grants Non Federal by \$45,510. Funds are available in this class line and transferred to align with proper accounting of expenditures.

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?
This transfer is for continuing programs (not one-time).
2. Is this transfer required to maintain existing program level or will it increase program level?
This transfer is to maintain existing program levels to provide necessary administration of funding and completion of airport projects. (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.
The source of funds are Other Funds (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?
No, program funding is brought forward for use in future fiscal years per RSA 422.
7. Are personal services involved?
This transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,



Victoria F. Sheehan
Commissioner