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**THE STATE OF NEW HAMPSHIRE**  
DEPARTMENT OF TRANSPORTATION



*Victoria F. Sheehan*  
Commissioner

*William Cass, P.E.*  
Assistant Commissioner

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

Division of Finance  
May 18, 2020

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

**REQUESTED ACTION**

Pursuant to RSA 9:16-a, authorize the Department of Transportation to transfer \$2,500,000.00 between expenditure classes and subsequently establish new expense class 085 effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2021 as follows:

In SFY21, funds shall be transferred within 04-096-096-962515-2945 – Municipal Aid - Federal as follows:

04-096-096-962515-2945	Current Budget FY2021	Requested Change	Revised Budget FY2021
<b>Municipal Aid - Federal</b>			
<b>Expenses:</b>			
072 500576 Grants to Other State Agencies-Federal	\$25,000,000	(1,000,000)	\$24,000,000
085 588513 Interagency Transfer Out of Federal Funds	0	500,000	500,000
085 588523 Interagency Transfer Out of Federal Funds	0	500,000	500,000
<b>Total</b>	<b>\$25,000,000</b>	<b>\$0</b>	<b>\$25,000,000</b>
<b>Source of Funds</b>			
<b>Revenue:</b>			
000-409151 Federal Funds	\$25,000,000	\$0	\$25,000,000
<b>Total</b>	<b>\$25,000,000</b>	<b>\$0</b>	<b>\$25,000,000</b>

In SFY21, funds shall be transferred within 04-096-096-963515-3054 – Consolidated Federal Aid as follows:

04-096-096-963515-3054	Current Budget FY2021	Requested Change	Revised Budget FY2021
<b>Consolidated Federal Aid</b>			
<b>Expenses:</b>			
018 500106 Overtime	\$75,000	\$0	\$75,000
020 500200 Current Expense	50,000	0	50,000
023 500291 Heat Electricity Water	5,000	0	5,000
024 500225 Maint Other than Build-Grn	5,000	0	5,000
037 500173 Technology-Hardware	6,000	0	6,000

038 500175 Technology-Software	815,000	0	815,000
046 500464 Consultants	19,250,000	0	19,250,000
060 500601 Benefits	14,685	0	14,685
065 500541 Board Expenses	40,000	0	40,000
066 500543 Employee Training	40,000	0	40,000
070 500704 In-State Travel Reimbursement	15,000	0	15,000
080 500710 Out of State Travel Reimbursement	15,000	0	15,000
085-588535 Interagency Transfer Out of Federal Funds	0	1,500,000	1,500,000
400 500869 Construction Repair Materials	85,000,000	(1,500,000)	83,500,000
401 500877 Land Interest	2,000,000	0	2,000,000
Total	\$107,330,685	\$0	\$107,330,685
<b>Source of Funds</b>			
<b>Revenue:</b>			
000-409151 Federal Funds	\$103,880,685	\$0	\$103,880,685
005-402851 Private Local Funds	3,000,000	0	3,000,000
009-401771 Agency Income	450,000	0	450,000
Total	\$107,330,685	\$0	\$107,330,685

### EXPLANATION

The Department of Administrative Services, Bureau of Accounting (BOA) has requested that agencies discontinue using expense-class and expense account 072-Grants-Federal, 500576-Grants to Other State Agencies-Federal, and begin using expense class 085-Interagency Transfer Out of Federal Funds. The use of expenditure class 085 enables the BOA to better track and report federal funds that are transferred to other State agencies, who in turn receive those funds as revenue in revenue class 00D-Federal Revenue - Transfer from Other Agency. Both the 085 transfer-from and 00D transfer-to sides have agency-specific accounts, so both agencies involved and the original source-of-funds identity as Federal Funds on these transfers is maintained.

The Department requests authorization to transfer budgeted account funds between the two classes in order to pay for services incurred in meeting the State's transportation demands. Specific explanations relating to the Department's spending requests are as follows:

#### Municipal Aid - Federal (2945) 100% Federal Funds

- Class 072      Discontinue Federal Revenue Transfers to Other State Agencies from class 072-Grants - Federal by \$1,000,000.00 to transfer these funds to class 085 where the intent and agency destination will be visible.
- Class 085      Increase Interagency Transfer Out of Federal Funds (to Pease Development Authority – expense account 588513) by \$500,000.00
- Class 085      Increase Interagency Transfer Out of Federal Funds (to Department of Safety – expense account 588523) by \$500,000.00

#### Consolidated Federal Aid (3054) 96.78% Federal Funds, 2.80% Private Local Funds and 0.42% Agency Income

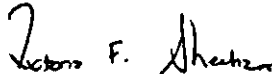
- Class 085      Increase Interagency Transfer Out of Federal Funds (to Department of Natural and Cultural Resources expense account 588535) by \$1,500,000.00.
- Class 400      Decrease Construction by \$1,500,000.00 to transfer these funds to class 085 where the intent and agency destination will be visible.

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?  
Transfers are for continuing programs (not one-time).
2. Is this transfer required to maintain existing program level or will it increase program level?  
Transfers are to maintain existing program levels (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.  
Source of funds are Federal Funds, Private Local Funds, Agency Income and Highway Funds.
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.
7. Are personal services involved?  
The transfer does not result in any new positions.

Your approval of this resolution is respectfully requested.

Sincerely,



Victoria F. Sheehan  
Commissioner