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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES

**DIVISION OF PUBLIC HEALTH SERVICES**

29 HAZEN DRIVE, CONCORD, NH 03301

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www.dhhs.nh.gov

Lori A. Shibinette  
Commissioner

Patricia M. Tilley  
Director

August 18, 2022

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services (DHHS), Division of Public Health Services (DPHS), to accept and expend funds from the United States Food and Drug Administration (USFDA) to fund the Milk Safety and National Shellfish Sanitation program in the amount of \$19,091, effective upon Governor and Executive Council approval through June 30, 2023 and further authorize the funds to be allocated as follows. 100% Federal funds.

**05-95-90-903010-79660000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF LABORATORY SERVICES, PUBLIC HEALTH LABORATORIES**

SFY 2023

Class-Account	Description	SFY 23 Current Adjusted Authorized	Requested Action	SFY 23 Revised Adjusted Authorized
000-404972-16	Federal Funds	\$248,374	\$19,091	\$267,465
001-405833-68	Transfers from other Agency	\$652		\$652
003-402479-12	Revolving Funds	\$1,824		\$1,824
009-405921-68	Agency Income	\$278,056		278,056
	General Funds	\$4,121,654		\$4,121,653
<b>Total Revenue</b>		<b>\$4,650,560</b>	<b>\$19,091</b>	<b>\$4,669,651</b>
010-500100	Personal Services - Perm	\$2,270,665		\$2,270,665
018-500106	Overtime	\$20,000		\$20,000
019-500105	Holiday Pay	\$500		\$500
020-500200	Current Expenses	\$223,645	\$2,060	\$225,705
022-500258	Rent-Leases Other Than State	\$4,000		\$4,000
024-500225	Maint Other than Build-Grn	\$78,280		\$78,280
026-500251	Organizational Dues	\$8,500		\$8,500
030-500302	Equipment New Replacement	\$132,845	\$17,000	\$149,845
037-500173	Technology-Hardware	\$14,039		\$14,039
038-500175	Technology-Software	\$11,220		\$11,220
039-500188	Telecommunications	\$1,600		\$1,600
041-500801	Audit Fund Set Aside	\$412	\$31	\$443
042-500620	Additional Fringe Benefits	\$9,180		\$9,180
050-500109	Personal Service Temp	\$60,516		\$60,516

057-500531	Books Periodicals Subscriptions	\$300		\$300
059-500117	Temp Full Time	\$98,830		\$98,830
060-500601	Benefits	\$1,243,173		\$1,243,173
066-500544	Employee Training	\$5,000		\$5,000
070-500709	In State Travel	\$2,900		\$2,900
080-500179	Out-of-State Travel	\$13,351		\$13,351
102-500731	Contracts for Program Services	\$56,019		\$56,019
548-500396	Reagents	\$395,584		\$395,584
<b>Total Expenses</b>		<b>\$4,650,560</b>	<b>\$19,091</b>	<b>\$4,669,651</b>

**EXPLANATION**

This request is being made to accept grant funds available to implement the National Grade “A” Milk Safety and National Shellfish Sanitation Programs funded by the United States Food and Drug Administration (FDA). When developing the biennium budget for FY2022 and FY2023 the Department did include an additional \$12,000 to our budget for this award. However, not enough was budgeted, as the exact amount was not known to us at that time. This request is to accept the difference between the awarded amount of \$31,091 and the budgeted amount of \$12,000. There are two components to the awarded grant funds.

The first component is the project entitled, “Ongoing Dairy Testing”. These funds will be used to purchase equipment to be used for dairy testing. Two water baths will be purchased to perform in-laboratory pasteurizations of raw milk and to bring controls and samples to the correct temperature for butterfat and total solids testing. Other items such as Pipettes and Cabinets will be purchased to increase efficiency and maintain compliance with hazardous waste regulations. The purchase of this equipment will improve the safety of the microbiology lab staff, increase testing capacity, reduce waste and save time.

The second component is the project entitled, “Ongoing Shellfish/Seawater Testing”. These funds will be used to purchase equipment and supplies needed for shellfish testing. The program will purchase a water bath, a hot plate, a mixer, and lab testing supplies. These items will allow the New Hampshire Public Health Laboratory to continue to ensure the safety of mussels, clams and oysters sold and eaten in the State of New Hampshire and will improve testing efficiency, allow for greater testing quantity, and enable continuing compliance with food protection regulations.

The funds are to be budgeted as follows:

Class 020 These funds will be used to purchase laboratory supplies and instruments such as oyster shucking implements and screening kits.

Class 030 These funds will be used to purchase equipment described above.

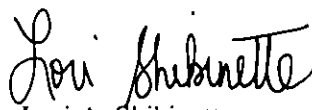
Class 041 These funds will be used to pay for audit fund set aside per State requirement.

In response to the anticipated two-part question, “Can these funds be used to offset General Funds?” and “What is the compelling reason for not offsetting General Funds?” the Division offers the following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

Area served: Statewide

Source of funds: 100% Federal Funds from the United States Food and Drug Administration (FDA).

Respectfully submitted,

  
 Lori A. Shabinette  
 Commissioner



**NCIMS**  
National Conference on  
Interstate Milk Shipments



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STATE COOPERATIVE PROGRAM GRANTS IN SUPPORT OF THE NATIONAL  
GRADE "A" MILK SAFETY AND NATIONAL SHELLFISH SANITATION PROGRAMS

June 20, 2022

**Grant Number:** G-ME-2204-03307  
**Project Title:** Ongoing Dairy Testing  
**Award Value:** \$4,851.00  
**Project Period:** July 1, 2022 to December 31, 2022

Stephanie Clark  
Laboratory Scientist III  
New Hampshire Public Health Laboratories  
29 Hazen Drive  
Concord, New Hampshire 03301

Dear Stephanie Clark:

Congratulations. Your application has been approved for Ongoing Dairy Testing as part of the State Cooperative Program Grants in support of National Grade "A" Milk Safety and National Shellfish Sanitation Programs, funded by the United States Food and Drug Administration (FDA). Approval is based on review of the application submitted by you on behalf of New Hampshire Public Health Laboratories to the Association of Food and Drug Officials (AFDO).

As part of your application, your agency has made an assurance that it will comply with all applicable Federal statutes and regulations in effect during the grant period, including applicable parts of 45 CFR Parts 74 and 92. Acceptance of this award and/or any funds provided by the Cooperative Programs Grant Program acknowledges agreement with all of the terms and conditions in this award letter.

Your award is based on the above-title project application, submitted to and approved by AFDO, and is subject to the following terms and conditions:

- The grantee must complete the full scope of work and all tasks outlined in the approved grant application by December 31, 2022 unless a written exception is granted by the AFDO Programmatic Point of Contact for this grant award.
- Any changes to the scope, tasks, deliverables, or expenses of this project must be approved in advance and in writing by the AFDO Programmatic Point of Contact prior to work being modified or completed.
- The grantee must abide by the grant guidance for the program, available as a PDF file on the Milk and Shellfish Grant Program portal at <http://afdo.org/grants/msgrants>. This portal is also the site where you can find additional information/updates regarding this grant program, and where you can log in for project status and submission of required reports.

- Per United States Department of Health and Human Services Grants Policy, expenses for food or beverage are generally not allowed unless it is part of a per diem allowance provided in conjunction with allowable travel.
- A Final Project Report must be submitted through the online grants portal no more than 45 days after December 31, 2022. As part of the final report, the grantee must provide a full accounting of all expenditures made with funds from this grant award, accompanied by the documentation specified in the reporting section of the grant guidance.
- As a reminder, recipients of funding through this program are required to assure that project activities achieve greater conformance with either the National Grade "A" Milk Safety Program or National Shellfish Sanitation Programs, depending on the project.

**The amount of \$4,851.00 represents the full amount of funds to which you are entitled.**

Grant awards are made with the understanding that the Cooperative Programs staff may require clarification of information within your application, as necessary, during the application, project, or reporting periods. These inquiries may be necessary to allow us to appropriately carry out our administrative responsibilities.

The Catalog of Federal Domestic Assistance (CFDA) number for this United States Food and Drug Administration grant, awarded to the Association of Food and Drug Officials on 9/12/2019, is 93.103. Your grant is considered a subaward under this AFDO grant.

This project is supported by the Food and Drug Administration (FDA) of the U.S. Department of Health and Human Services (HHS) as part of a financial assistance award U18FD006732 totaling \$3,000,000 with 100 percent funded by FDA/HHS. The contents are those of the author and do not necessarily represent the official views of, nor an endorsement, by FDA/HHS, or the U.S. Government.

If you have questions about this award, please contact your AFDO Programmatic Point of Contact. We appreciate your ongoing support of the National Grade "A" Milk Safety and National Shellfish Sanitation Programs.

Sincerely,



Steven Mandernach  
Executive Director  
Association of Food and Drug Officials  
155 W. Market St.  
3rd Floor  
York, PA 17401

**AFDO Programmatic Point of Contact:**  
Cathy Hosman  
[msgnants@afdo.org](mailto:msgnants@afdo.org)  
(717) 814-9873

cc: Gerald Berg ([Gerald.Berg@fda.hhs.gov](mailto:Gerald.Berg@fda.hhs.gov))



**NCIMS**  
National Conference on  
Interstate Milk Shipments



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STATE COOPERATIVE PROGRAM GRANTS IN SUPPORT OF THE NATIONAL  
GRADE "A" MILK SAFETY AND NATIONAL SHELLFISH SANITATION PROGRAMS

June 3, 2022

**Grant Number:** G-SE-2204-03308  
**Project Title:** Ongoing Shellfish/Seawater Testing  
**Award Value:** \$26,271.00  
**Project Period:** July 1, 2022 to December 31, 2022

Stephanie Clark  
Laboratory Scientist III  
New Hampshire Public Health Laboratories  
29 Hazen Drive  
Concord, New Hampshire 03301

Dear Stephanie Clark:

Congratulations. Your application has been approved for Ongoing Shellfish/Seawater Testing as part of the State Cooperative Program Grants in support of National Grade "A" Milk Safety and National Shellfish Sanitation Programs, funded by the United States Food and Drug Administration (FDA). Approval is based on review of the application submitted by you on behalf of New Hampshire Public Health Laboratories to the Association of Food and Drug Officials (AFDO).

As part of your application, your agency has made an assurance that it will comply with all applicable Federal statutes and regulations in effect during the grant period, including applicable parts of 45 CFR Parts 74 and 92. Acceptance of this award and/or any funds provided by the Cooperative Programs Grant Program acknowledges agreement with all of the terms and conditions in this award letter.

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Sincerely,



Steven Mandernach  
Executive Director  
Association of Food and Drug Officials  
155 W. Market St.  
3rd Floor  
York, PA 17401

**AFDO Programmatic Point of Contact:**  
Cathy Hosman  
[msggrants@afdo.org](mailto:msggrants@afdo.org)  
(717) 814-9873

cc: Gerald Berg ([Gerald.Berg@fda.hhs.gov](mailto:Gerald.Berg@fda.hhs.gov))