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State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER

33 HAZEN DR. CONCORD, NH 03305
603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

January 2, 2014

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

Retroactive

Requested Action

Authorize the Department of Safety, Division of State Police, to **retroactively** accept and expend \$90,727.00 of federal funds from the NH Highway Safety Agency that will be used by the Division of State Police to conduct patrols known as "Operation Safe Commute". Effective upon Governor and Council approval from October 1, 2013, through September 30, 2014. Funding source: 100% Agency Income.

Funds are to be budgeted in the following account:

02-23-23-234010-74770000 Dept of Safety Division of State Police Highway Safety Grants
Amount: \$90,727.00

<u>Class</u>	<u>Description</u>	<u>Current Appropriation</u>	<u>Requested Action</u>	<u>Current Adjusted Appropriation</u>
009-407036	Agency Income	\$ -	\$ (90,727.00)	\$ (90,727.00)
018-500106	Overtime	\$ -	\$ 64,754.00	\$ 64,754.00
040-500800	Indirect Cost	\$ -	\$ 8,569.00	\$ 8,569.00
060-500606	Benefits	\$ -	\$ 17,404.00	\$ 17,404.00
	Total	\$ -	\$ 90,727.00	\$ 90,727.00

Explanation

This request to accept and expend is **retroactive** because the Division thought this grant was budgeted. After the first Operation Safe Commute detail occurred, it was discovered in December 2013 that during the last budget cycle this grant was taken out of the budget due to the Division's misunderstanding of RSA 9:16-c, which allows the Agency to carry forward into future state fiscal years any budgeted appropriation balances in class from Federal grants. Unfortunately, this grant was not covered under this RSA because it is not Federal Funds to the Department of Safety; it is Federal Funds to the Highway Safety Agency. The Division will budget this grant in the 2016/2017 budget cycle.

These funds are to support "Operation Safe Commute", which is an enforcement campaign designed to encourage all motor vehicle operators to focus their attention on the task of driving and operating their vehicles safely. It is anticipated that the presence of law enforcement on the roads at key hours will result in a decrease of motor vehicle crashes, which will make a safer commute for all motor vehicle operators.

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Additional funds are to be budgeted as follows:

Additional funds in Class 18, Overtime, are needed to pay the overtime for details as approved by the authorizing Federal Agency.

Additional funds in Class 40, Indirect Cost, are needed to pay the indirect cost on the remaining appropriations.

Additional funds in class 60, Benefits, are needed to pay for benefits associated with the overtime for the details as approved by the approving Federal Agency.

In the event that Agency Income becomes no longer available, General Funds and/or Highway Funds will not be requested to support this program.

Respectfully submitted,



John J. Barthelmes
Commissioner of Safety

**CONTRACTUAL AGREEMENT
FOR HIGHWAY SAFETY PROJECT GRANT**

For HSA Use Only

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

Date Received November 1, 2013	Project Number 315-14S-039
Date Approved November 1, 2013	PSP and Task # 14-03, 04

Part I

1. Project Title NH State Police "Operation Safe Commute"	2. Type of Application (Check One) <input type="checkbox"/> Initial <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant	
A. Name of Agency DUNS Number 060340564 NH Department of Safety NH Division of State Police	B. Address of Agency 33 Hazen Drive Concord NH 03305-0011
C. Government Unit (Check One) <input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301

4. Contract Duration	Functional Area SC - Speed Control
A. Contract Period	CFDA# 20.600
Start Date: October 1, 2013	Program Title State & Community Highway Safety
Termination Date: September 30, 2014	Funding Source National Highway Traffic Safety Administratio

6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds

Cost Category	Total Revised Budget	Original Budget	Additional Budget	State Budget	Other Funds
a. Personnel Services	\$82,158.72	\$79,968.00	\$2,190.72		
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit	\$8,569.15	\$8,340.66	\$228.49		
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$90,727.87	\$88,308.66	\$2,419.21		

7. Local Benefit:

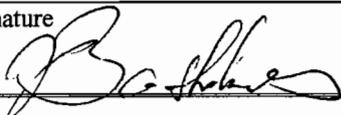
It is anticipated that the federal share for local benefit will be: 0% (\$0.00)

Part II

BUDGET AND PERSONNEL DATA		
a. Personnel Services Overtime "Operation Safe Commute" Patrols		
Salary: 12 patrols x 4 hours/patrol x 7 troop stations x 4 troopers/station x \$.68 /hour	\$913.92	
Benefits: 1,344 hours x \$.95/hour	1,276.80	\$2,190.72
*See Proposed Solution (page 2) for exact patrol dates & explanation of pay rates		
b. Current Expenses		
c. Equipment		
d. Indirect Costs and Audit Expense		
Indirect costs: \$2,190.72 x 10.43 percent		228.49
e. Contractual Services		
f. Travel Expenses		
Total		\$2,419.21

Part III

Acceptance of Conditions. It is understood and agreed by the undersigned that a grant received as a result of this contract is subject to the regulations governing grant which have been furnished (or will be furnished upon request) to the applicant.

A. Project Director		
1) Name Colonel Robert L. Quinn	2) Title Director, NH Division of State Police NH Department of Safety	3) Address 33 Hazen Drive Concord, NH 03305
4) Signature X 		5) Telephone Number 223-8813
B. Authorized Official		
1) Name John J. Barthelmes	2) Title Commissioner, NH Department of Safety	3) Address 33 Hazen Drive Concord, NH 03305
4) Signature X 		5) Telephone Number 223-3889

Part IV (For HSA Use Only)

1. Approval Date November 1, 2013	2. Signature & Title  Peter M. Thomson, Coordinator NH Highway Safety Agency
3. Federal Funds Obligated by this Agreement: \$2,419.21	

TITLE I
THE STATE AND ITS GOVERNMENT
CHAPTER 9
BUDGET AND APPROPRIATIONS; REVOLVING FUNDS
Appropriations
Section 9:16-c

9:16-c Transfer of Federal Grant Funds. –

I. In order to maximize the use of federal grant funds and to avoid lapsing such funds where changes in the state or federal accounting systems, changes in federal grant guidelines, or overestimation or underestimation of funds required in various class codes due to program needs or requirements have occurred subsequent to the passage of the budget, every department as defined in RSA 9:1 may, subject to the prior approval of the fiscal committee of the general court and the approval of governor and council, transfer funds in or out of any class code and to create new class codes within federally funded areas of the department's operating budget if such transfers do not result in an over-expenditure of any grant.

II. In order to maximize the use of federal grant funds and not lapse such funds, every department as defined in RSA 9:1 may, subject to the approval of the commissioner of the department of administrative services, carry forward into future state fiscal years any budgeted appropriation balances in class from federal grants for the duration of the federal grant award.

Source. 2012, 192:7, eff. July 1, 2012.