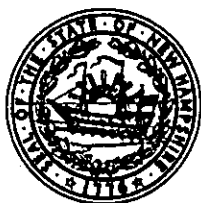


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STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
STATE COUNCIL on the ARTS

19 Pillsbury Street CONCORD, NEW HAMPSHIRE 03301

August 26, 2021

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
and
His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, the Department of Natural and Cultural Resources, NH State Council on the Arts, requests authorization to accept and expend American Rescue Plan Act (ARPA) funds in the amount of \$758,900 from the National Endowment for the Arts effective upon Fiscal Committee and Governor and Executive Council approvals through June 30, 2023. 100% Federal Funds.
2. Pursuant to RSA 124:15 and contingent upon approval of Requested Action #1, authorize the Department of Natural and Cultural Resources, NH State Council on the Arts, to establish a temporary part-time Grants and Contract Technician (LG 15) position for the purpose of supporting the "NHSCA Strategic Plan" effective upon Fiscal Committee and Governor and Executive Council approvals through June 30, 2023. 100% Federal Funds.

Funds are to be budgeted as follows:

ARPA Grant DNCR Arts Council					
03-035-035-353510-24930000					
FY 2022					
Class	Description	Account	FY 2022 Current Adjusted Authorized	Requested Action	FY 2022 Revised Adjusted Authorized
Revenue					
000	Federal Funds	400338	0	(758,900)	(758,900)
Totals:			0	(758,900)	(758,900)
Expense					
040	Indirect Costs	500800	0	6,186	6,186
041	Audit Fund Set Aside	500801	0	760	760
050	Personal Services - Temporary	500109	0	39,994	39,994
060	Benefits	500601	0	3,060	3,060
072	Grants – Federal	502627	0	708,900	708,900
Totals:			\$0	\$758,900	\$758,900

The following appropriation authorities are being requested:

Class 040 – Indirect Costs – Appropriation needed to pay required indirect costs;

Class 041 – Audit Fund Set Aside - Appropriation needed to pay required audit fees;

Class 050 – Personal Services – Temporary – Appropriation needed for temporary part-time position to assist in managing the Arts Council's ARPA grant program; and

Class 060 – Benefits – Appropriation needed for benefits associated with hiring the part-time position.

Class 072 – Grants – Federal - Appropriation needed to pay subgrants (both entitlement and discretionary) to the non-profit arts sector.

EXPLANATION

The National Endowment for the Arts (NEA) has amended its current Partnership Agreement with the NH State Council on the Arts (Council) with funds by from the American Recovery Plan Act. The funds are being provided on a non-matching basis to support art programs, services, and activities associated with carrying out the Council's NEA-approved strategic plan, as well as, salaries, administration costs, and related sub-granting to the nonprofit arts sector in response to the COVID-19 pandemic.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

- 1) **List of Personnel involved:** Grants and Contract Technician Position # TMPPTxxxx
- 2) **Nature, Need, and Duration:** To provide administrative support for the American Recovery Plan grant provided to the NHSCA from the National Endowment for the Art including compliance reporting of our grant awards to our federal partner per the terms and conditions of the grant award. The ARP funds require additional data collection and reporting that exceed the capacity of current staff levels.
- 3) **Relationship to existing agency programs:** The need for this position is exclusive to this grant but will provide administrative support similar to our normal federally funded programs.
- 4) **Has a similar program been requested of the legislature and denied?** No.
- 5) **Why wasn't funding included in the agency's budget request?** This is a special, one-time funding from the National Endowment for the Arts via ARPA.
- 6) **Can portions of the grant be utilized?** No. This grant has been provided as a one-time total figure with the expectation that it will be used in its entirety.
- 7) **Estimate the funds required to continue this position(s):** No funds required as this is a temporary position that will not continue past the period of this grant.

In the event Federal Funds become no longer available, General Funds will not be requested to support these expenditures.

Respectfully submitted,

 (15M)

Sarah L. Stewart
Commissioner

State of New Hampshire
Department of Natural and Cultural Resources
New Hampshire State Council on the Arts

FISCAL SITUATION

03-035-035-353510-24930000 ARPA Grant DNCR Arts Council

FY 22 Current Adjusted Authorized	\$ 0
Requested Action	<u>\$758,900</u>
FY 22 Revised Adjusted Authorized	\$758,900

OFFICIAL NOTICE OF ACTION

National Endowment for the Arts

Action Taken: Funding Amendment
FEDERAL AWARD INFORMATION

Date of Action: 8/23/2021

Award Date: 6/23/2020

Federal Award ID Number (FAIN)	1863362-61-20
Award Recipient	New Hampshire State Council on the Arts
Award Recipient Unique Entity Identifier	878011261
Period of Performance	7/1/2020 - 12/31/2022
Budget Period	7/1/2020 - 12/31/2022
Assistance Listing Number/Title	45.025 Promotion of the Arts Partnership Agreements
Does the award support Research & Development?	No
Award Description	To support arts programs, services, and activities associated with carrying out the agency's National Endowment for the Arts-approved strategic plan, as well as administration costs and related subgranting to the nonprofit arts sector in order to preserve jobs and maintain operations to fuel the recovery of the nation's arts sector from the devastating economic and health effects of the COVID-19 pandemic.
Grant Program and Office	Partnerships (State & Regional), State & Regional

AWARD AMOUNTS

Amount of Federal Funds Obligated by this Action	\$758,900.00
Total Amount of Federal Funds Obligated	\$1,502,492.00
Total Amount of the Federal Award	\$1,502,492.00

RECIPIENT CONTACTS

Role	Name
Authorizing Official	Ms. Cassandra A Mason (User Name - CMason) cassandra.mason@dncr.nh.gov
Grant Administrator	Ms. Virginia A. Lupi (User Name - VLupi) virginia.lupi@dncr.nh.gov

REMARKS

Amendment #1

Your Partnership Agreement has been amended with funds from the American Rescue Plan Act, or ARP.

Amount: The grant amount has been increased by "\$758,900." to "\$1,502,492."

Cost Share: These additional funds are provided on a non-matching basis. No cost share is required.

- Total Amount of Federal Award: \$1,502,492.
- Total Approved Cost Share as Required by 20 USC 954(e): \$743,592.
- Total Amount of Federal Project including Approved Cost Share: \$2,246,084.

The additional "\$758,900." is to support "...administration costs and related subgranting to the nonprofit arts sector in order to preserve jobs and maintain operations to fuel the recovery of the nation's arts sector from the devastating economic and health effects of the COVID-19 pandemic."

Budget: ARP funding amendment budget received July 27, 2021 is approved with the following exceptions,
 - INDIRECT COSTS adjusted to correct base of salaries/wages.
 - CASH reduced to balance budget.

Time: The period of performance has been extended to **December 31, 2022.**

Carefully review the **Additional Guidance** regarding ARP Act funds in the Documents Tab in REACH.

PAYMENTS:

To request your ARP Act funds, you must submit (via REACH) a separate Payment Request from your regular Partnership Agreement funds. See the **Additional Guidance** on the Documents Tab. Do not combine requests. Indicate in the Progress Report field that the request is for ARP Act funds only.


OFFICIAL NOTICE OF ACTION

National Endowment for the Arts

In addition, it is a term of this award that the first time you request ARP funds to be used for a subaward program, you must provide a short summary providing information about that subaward program. See the *Additional Guidance* document for detailed information on this requirement.

All other provisions of the award remain in effect, including the requirements of 2 CFR 200, the National Endowment for the Arts Legislation, and all other terms and conditions of the award.

AWARDING OFFICIAL



Diane Biddle
Lead Grants Management Specialist

Guidance for SAAs, RAOs, and NASAA on Submitting American Rescue Plan Budgets & Narratives

In order to receive the ARP funding, we request that you:

- go to your NEA FY 20 Partnership Agreement (grant numbers like xxxxxx-61-20) REACH account and request a change to the award using the E. SAA/RAO Special Amendment Change Request,
- upload a project budget form only for the ARP funds, and
- upload a one-page (max.) concise narrative outlining how you plan to utilize the ARP funds.

1. **Project Budget form only for ARP funds.** We do not need a new budget for your entire Partnership Agreement, just a budget that shows how you will use the ARP funds. Write "ARP Funding Amendment" in the Project Description Area of the Budget Form. The budget form is on our website at <https://www.arts.gov/grants/manage-your-award>. ARP funding is limited to the following allowable costs:

- **Your own administrative costs.** SAAs and RAOs may reserve up to \$50,000.00 to support eligible operating costs associated with administering this subgranting program. Designated LAAs that receive ARP support from SAAs or RAOs to further subgrant may reserve up to ten percent (10%) of their award to support eligible operating costs associated with administering their subgranting program. Allowable SAA/RAO administrative costs are limited to any or all of the following:
 - Salary support, full or partial, for one or more staff positions.
 - Fees/stipends for contractual personnel to support the services they provide for specific activities. Jobs or positions supported through ARP may be existing or new.
 - Facilities costs such as rent and utilities, e.g., electric, phone, gas bills. Not to include upgrades to HVAC/ventilation systems. *Note:* Costs related to home offices are unallowable.
 - Costs associated with health and safety supplies for staff and/or visitors/audiences (e.g., personal protective equipment, cleaning supplies, hand sanitizer, etc.).
 - Costs associated with marketing, promotion, and applicant/grantee technical assistance.

- **Funds for subawards**

NOTE: If your ARP budget includes both ARP subgranting and ARP administrative costs, it will be possible to move funds between those line items throughout the course of the award in response to changing circumstances of your agency and its ARP subgranting program. If you submit an ARP budget form that includes only ARP subgranting, then you would need to submit another budget amendment request through REACH should your agency later determine that funds are needed for ARP administrative expenses.

Guidance for SAAs, RAOs, and NASAA on Submitting American Rescue Plan Budgets & Narratives

2. One-page (max.) narrative outlining how you plan to utilize the ARP funds. Will you be amending existing awards? Will you create new grant programs? Please provide as much detail as possible, but we understand that you may not have your plans finalized at this point in time.

- **Allowable Costs For Subawards to Organizations.** Subgranting funds are intended to support day-to-day business expenses/operating costs. Subgranting support is limited to any or all of the following:
 - Salary support, full or partial, for one or more staff positions.
 - Fees/stipends for artists and/or contractual personnel to support the services they provide for specific activities.
 - Facilities costs such as rent and utilities, e.g., electric, phone, gas bills. (Not to include upgrades to HVAC/ventilation systems or other renovation/construction costs.) *Note:* Costs related to home offices are unallowable.
 - Costs associated with health and safety supplies for staff and/or visitors/audiences (e.g., personal protective equipment, cleaning supplies, hand sanitizer, etc.).
 - Marketing and promotion costs

- **Allowable Costs For Subawards to Individuals (only if your state allows your agency to issue grants to individuals):**
 - Artist fees/stipends to carry out specific projects and activities. See the General Terms & Conditions at <https://www.arts.gov/sites/default/files/GTC-Partnership-FY18-June2018.pdf>.

Partnership Agreement Funding Amendments will be processed by the Arts Endowment after receipt and review of the revised budgets and narratives.

	<u>Summary Description</u>	<u>Timeline</u>	<u>Cost</u>	<u>NHSCA Strategic Plan</u>
Subgrants				
Public Value Partners	There are currently 43 nonprofit arts organizations that receive funding through our Public Value Partnership grant program. These organizations will have their grants amended to include \$8,000 in ARPA funds.	Grants amended after approval by Governor and Executive Council.	\$344,000	Invest in New Hampshire's arts infrastructure through equitable distribution of funds to nonprofit organizations and artists.
Round 2 - Competitive	To serve nonprofit arts organizations that do not qualify for the Public Value Partnerships and serve underserved/underrepresented communities.	Grant applications open October, 2021. Review period 11/2021. Awards announced 12/2021.	\$364,900	Invest in New Hampshire's arts infrastructure through equitable distribution of funds to nonprofit organizations and artists.
		ARPA Grant funds total:	\$758,900	
		Difference:	\$50,000	