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STATE OF NEW HAMPSHIRE  
DEPARTMENT of NATURAL and CULTURAL RESOURCES  
Division of Forests and Lands

172 PEMBROKE ROAD CONCORD, NEW HAMPSHIRE 03301  
PHONE: 271-2214 FAX: 271-6488 WWW.NHDFL.ORG

November 30, 2017

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

**REQUESTED ACTION**

Authorization is requested for the Department of Natural and Cultural Resources, Division of Forests and Lands to accept and expend \$20,000 from available federal grant funds for the Wildland Fire Hazardous Fuels program upon Governor and Executive Council approval through September 30, 2020. 100% Federal Funds

<b>03-35-35-351010-41250000 Wildland Fire Hazardous Fuels</b>		<b>FY 2018 Current <u>Budget</u></b>	<b>Requested <u>Action</u></b>	<b>FY 2018 Revised <u>Budget</u></b>
000-401463	Federal Funds	(\$0)	(\$20,000)	(\$20,000)
041-500801	Audit Fund Set Aside	0	20	20
075-500590	Grants Subsidies and Relief	0	19,980	19,980
Totals:		\$0	\$20,000	\$20,000

**EXPLANATION**

The Wildland Fire Hazardous Fuels program is administered by the United States Forest Service through the state forestry agencies, with the primary purpose of prescribed burning and reduction of fuels. The New Hampshire Division of Forests and Lands will be using the funds to implement a pilot program to provide small "mini-grants" to communities and towns to conduct prescribed burns on town forests and other locally-owned conservation lands. These prescribed burns will serve to promote and enhance habitat for fire adapted ecosystems in addition to reducing fuels. The program requires a 50% match which will come from in-kind assistance at the town level, or other contributions made by the town.

This is the first grant with this focus for the division and this request is to establish FY18 appropriations to disburse funds directly to rural communities through a competitive grant program process. A committee made up of members of the New Hampshire Prescribed Fire Council will review all of the grant applications and funding is to be awarded based on criteria.

The following appropriations are requested for Fiscal Year 2018:

Class 041 – Audit Fund Set Aside \$20, .1% of total request per Department of Administrative Services; and Class 075 – Grants Subsidies and Relief \$19,980, amount needed for disbursement to communities and towns for prescribed fire plan development, construction of fire breaks, contracting with a burn boss, assessment of town lands for suitability of fire, etc.

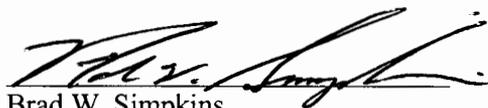
The current budget for FY18 is \$0. The requested additional amount of \$20,000 brings the overall FY18 budget to \$20,000.

In the event that the federal funds are no longer available, general funds will not be requested to support this program.

Respectfully submitted,

Concurred,

(iww)



Brad W. Simpkins  
Director



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Jeffrey J. Rose  
Commissioner

**State of New Hampshire  
Department of Natural and Cultural Resources  
Division of Forests and Lands**

**Fiscal Situation**

03-35-35-351010-41250000 Wildland Fire Hazardous Fuels	Balance
Federal grant FFY 17 #17-DG-11420004-295	\$ 20,000
Total federal grant funds available	\$ 20,000
Current SFY 2018 budget	(0)
Federal grant funds in excess of budget	\$ 20,000
Funds reserved for future periods	(0)
Additional appropriation request	\$ 20,000

**FEDERAL FINANCIAL ASSISTANCE  
AWARD OF DOMESTIC GRANT 17-DG-11420004-295  
Between The  
NEW HAMPSHIRE DEPARTMENT OF NATURAL AND CULTURAL RESOURCES  
And The  
USDA, FOREST SERVICE  
NORTHEASTERN AREA STATE AND PRIVATE FORESTRY**

Project Title: Wildland Fire Hazardous Fuels

Upon execution of this document, an award to New Hampshire Department of Natural and Cultural Resources, hereinafter referred to as "The Recipient," in the amount of \$20,000, is made under the authority of Cooperative Forestry Assistance Act of 1978, Public Law 95-313, as amended; Food, Agriculture, Conservation, and Trade Act of 1990, as amended, Public Law 101-624. The Catalog of Federal Domestic Assistance (CFDA) number and name are 10.664 Cooperative Forestry Assistance. NH DNCR accepts this award for the purpose described in the application narrative. Your application for Federal financial assistance, dated August 21, 2017, and the attached Forest Service provisions, 'Forest Service Award Provisions,' are incorporated into this letter and made a part of this award.

This authority requires a match of 50/50, which your organization has agreed to meet, as shown in the attached application, financial plan and narrative.

All required reports and official correspondence must be sent to [nagrants@fs.fed.us](mailto:nagrants@fs.fed.us) for internal recordkeeping and processing.

A pen/ink change was made on the SF-424 block #11 and SF-424a, blocks #1 & 8 to reflect the correct CFDA Title: Cooperative Forestry Assistance.

Program	Amount
Cooperative Forestry Assistance (WFHF)	\$20,000

This is an award of Federal financial assistance. Prime and sub-recipients to this award are subject to the OMB guidance in subparts A through F of 2 CFR Part 200 as adopted and supplemented by the USDA in 2 CFR Part 400. Adoption by USDA of the OMB guidance in 2 CFR 400 gives regulatory effect to the OMB guidance in 2 CFR 200 where full text may be found.

Electronic copies of the CFRs can be obtained at the following internet site: [www.ecfr.gov](http://www.ecfr.gov). If you are unable to retrieve these regulations electronically, please contact your Grants and Agreements Office at 610-557-4131, Vickie M. Caldwell.

The following administrative provisions apply to this award:

- A. **LEGAL AUTHORITY.** NH DNCR shall have the legal authority to enter into this award, and the institutional, managerial, and financial capability to ensure proper



planning, management, and completion of the project, which includes funds sufficient to pay the non-Federal share of project costs, when applicable.

- B. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this award.

**Principal Cooperator Contacts:**

Cooperator Program Contact	Cooperator Administrative Contact
Name: Brad Simpkins Telephone: 603-271-2214 Email: <del>brad.simpkins@dred.nh.gov</del>	Name: Leslie Sherman Telephone: 603-271-2214 Email: <del>leslie.sherman@dred.nh.gov</del>

**Principal Forest Service Contacts:**

Forest Service Program Manager Contact	Forest Service Administrative Contact
Name: Tom Brady Telephone: 603-868-7656 Email: <u>thomas.brady@fs.fed.us</u>	Name: Vickie M. Caldwell Telephone: 610-557-4131 Email: <u>vcaldwell@fs.fed.us</u>

- C. SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM). NH DNCR shall maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or award term(s). For purposes of this award, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.
- D. REIMBURSABLE PAYMENTS – FINANCIAL ASSISTANCE. Reimbursable payments are approved under this award. Only costs for those project activities approved in (1) the initial award, or (2) modifications thereto, are allowable. Requests for payment must be submitted on Standard Form 270 (SF-270), Request for Advance or Reimbursement, and must be submitted no more than monthly. In order to approve a Request for Advance Payment or Reimbursement, the Forest Service shall review such requests to ensure advances or payments for reimbursement are in compliance and otherwise consistent with OMB, USDA, and Forest Service regulations.

Advance payments must not exceed the minimum amount needed or no more than is needed for a 30-day period, whichever is less. If the Recipient receives an advance payment and subsequently requests an advance or reimbursement payment, then the request must clearly demonstrate that the previously advanced funds have been fully expended before the Forest Service can approve the request for payment. Any funds advanced, but not spent, upon expiration of this award must be returned to the Forest Service.

The Program Manager reserves the right to request additional information prior to approving a payment.

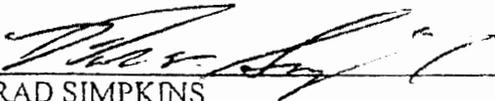
The invoice must be sent by one of three methods: EMAIL (preferred): <a href="mailto:asc_ga@fs.fed.us">asc_ga@fs.fed.us</a> FAX: 877-687-4894 POSTAL: Albuquerque Service Center Payments – Grants & Agreements 101B Sun Ave NE Albuquerque, NM 87109
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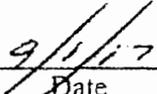
- E. PRIOR WRITTEN APPROVAL. NH DNCR shall obtain prior written approval pursuant to conditions set forth in 2 CFR 200.407.
- F. MODIFICATIONS. Modifications within the scope of this award must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change. The Forest Service is not obligated to fund any changes not properly approved in advance.
- G. PERIOD OF PERFORMANCE. This agreement is executed as of the date of the Forest Service signatory official signature.

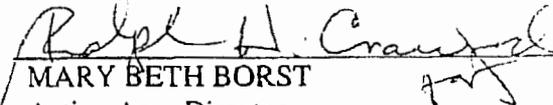
The start date of this award is **October 1, 2016**, pre-award costs are authorized pursuant to 2 CFR 200.458.

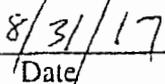
The end date, or expiration date is **September 30, 2020**. This instrument may be extended by a properly executed modification. .

H. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this award. In witness whereof the parties hereto have executed this award

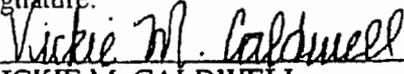
  
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BRAD SIMPKINS  
New Hampshire Department of Natural and Cultural Resources

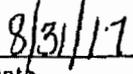
  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
MARY BETH BORST  
Acting Area Director  
Northeastern Area, State and Private Forestry

  
\_\_\_\_\_  
Date

The authority and the format of this award have been reviewed and approved for signature.

  
\_\_\_\_\_  
VICKIE M. CALDWELL  
Forest Service Grants Management Specialist

  
\_\_\_\_\_  
Date