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New Hampshire
 Department of Agriculture,
 Markets & Food

Shawn N. Jasper, Commissioner

August 13, 2020

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

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

REQUESTED ACTION

Pursuant to RSA 9:16-c, I, Authorize the New Hampshire Department of Agriculture, Markets & Food (NHDAMF), Division of Regulatory Services to transfer federal funds from class 010 Personal Services to class 050 Personal Service temp totaling \$53,091.00 for the purpose of funding the part-time Program Planner III under the Food Safety Modernization Act. (FSMA), effective upon Fiscal Committee and Governor and Council Approval to June 30, 2021.

100% Federal Funds – FDA

Funding is available in account:

02-18-18-183010-38950000 Food Safety Modern ACT-FSMA				
CLASS	ACCOUNT	CURRENT BUDGET	REQUEST	MODIFIED BUDGET
010-PERSONAL SERVICES PERM CLAS	500100	\$ 53,091	\$ (53,091)	\$ -
018-OVERTIME	500106	\$ 500	\$ -	\$ 500
020-CURRENT EXPENSES	500200	\$ 9,551	\$ -	\$ 9,551
030-EQUIPMENT NEW REPLACEMENT	500301	\$ 500	\$ -	\$ 500
037-TECHNOLOGY-HARDWARE	500174	\$ 1,000	\$ -	\$ 1,000
038-TECHNOLOGY-SOFTWARE	500177	\$ 52,000	\$ -	\$ 52,000
039-TELECOMMUNICATIONS	500180	\$ 360	\$ -	\$ 360
040-INDIRECT COSTS	500800	\$ 29,375	\$ -	\$ 29,375
041-AUDIT FUND SET ASIDE	500801	\$ 228	\$ -	\$ 228
042-ADDITIONAL FRINGE BENEFITS	500620	\$ 1	\$ -	\$ 1
049-TRANSFER TO OTHER STATE AGE	584995	\$ 1	\$ -	\$ 1
050-PERSONAL SERVICE TEMP APPOI	500109	\$ 1,000	\$ 53,091	\$ 54,091
060-BENEFITS	500601	\$ 29,663	\$ -	\$ 29,663
069-PROMOTIONAL MARKETING EXP	500567	\$ 3,036	\$ -	\$ 3,036
070-IN STATE TRAVEL REIMBURSEME	500704	\$ 3,850	\$ -	\$ 3,850
080-OUT OF STATE TRAVEL REIMB	500710	\$ 10,296	\$ -	\$ 10,296
102-CONTRACTS FOR PROGRAM SERVI	500731	\$ 124,684	\$ -	\$ 124,684
	TOTAL EXPENSES	\$ 319,136	\$ -	\$ 319,136
SOURCE OF FUNDS				
	000-FEDERAL FUNDS	\$ 319,136	\$ -	\$ 319,136
	TOTAL FUNDS	\$ 319,137	\$ -	\$ 319,136

EXPLANATION

The New Hampshire Department of Agriculture, Markets & Food (DAMF), Division of Regulatory Services, implements the FSMA grant. Prior to FY 2019, this program was managed by the Department of Health & Human Services (HHS). The Food & Drug Administration (FDA), Food Safety Modernization Act (FSMA) program was transferred to the Department of Agriculture, Markets & Food (DAMF) from HHS via senate bill SB491-VI.

Upon transfer of the program, funds for the position was appropriated for a full time position which changed to a part time position under DAMF budget. During the fiscal year 2020 and 2021 budget development the position was budgeted in class 010 Personal Services.

This transfer will allow this program to meet its costs obligation, and pay billed amounts from the proper expense class.

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

Does the transfer involve continuing programs or one-time projects? *The transfer involves continuing programs.*

Is this transfer required to maintain the existing program level or will it increase the program level? *This transfer is required to maintain existing program levels.*

Identify the source of funds on all accounts listed on this transfer. *The source of funds is 100% Federal Funds.*

Will there be any effect on revenue if this transfer is approved or disapproved? *There will be no effect on revenue.*

Are funds expected to lapse if this transfer is not approved? *This transfer will not impact lapsed funds.*

Are personnel services involved? *Yes, see the explanation for details.*

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

Respectfully Submitted,



Shawn N. Jasper
Commissioner