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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

June 17, 2013

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

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

Retrospective

Requested Action

Pursuant to RSA 14:30-a, VI, authorize the Department of Safety (DOS), Division of State Police, to amend Fiscal Item #FIS12-294, approved on September 14, 2012, and Item #100, approved by Governor and Council on September 19, 2012, by changing the end date only, with no increase in funding, **retroactive** from June 30, 2013, to a new end date of September 30, 2013, to align with the Federal grant end date. Effective upon Fiscal Committee and Governor and Council approval for the period of July 1, 2013, through September 30, 2013. Funding Source: 100% Agency Income.

Funds are budgeted in the following account:

02-23-23-234010-22110000 Dept. of Safety -- Division of State Police -- Highway Safety Equipment and Training Grants
RSRC: 405921

Explanation

This requested action to amend the end date only is for the Highway Safety Federal grant that ends on September 30, 2013, and as such is not budgeted in the 2014/2015 biennium budget. This grant was not budgeted in the 2014/2015 biennium budget because the Division anticipated fully expending the funding prior the end of SFY 2013. This item is **retroactive** as the first scheduled Fiscal Committee meeting for the new biennium occurs after the original requested end date for this grant.

The NH State Police Computer Air Cards grant will be used to fund the monthly costs of wireless computer air cards, which will allow troopers to complete certain activities through their cruiser Mobile Data Terminal (MDT) then send the data via a wireless air card to the designated control points. Activities such as crash reports will be timelier allowing for up-to-date crash statistics. Troopers will have the ability to send digital photographs and images pertinent to missing children and wanted individuals, Amber Alerts, prison escapees, and BOLO's (Be on the Lookout messages). This ability to track activities in real time will also ensure our efforts to analyze workload and allow the most efficient deployment of resources.

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

Respectfully Submitted,

John J. Barthelmes
John J. Barthelmes
Commissioner of Safety

SP-75-08-2012-01



State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

FIS 12-294
09-14-2012

JOHN J. BARTHELMES
COMMISSIONER

August 16, 2012

G+C # 100
09-19-2012

Representative Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

His Excellency, Governor John H. Lynch
And the Honorable Council
State House
Concord, New Hampshire 03301

Requested Action

Pursuant to RSA 14:30-a, VI authorize the Department of Safety, Division of State Police, to accept and expend \$146,306.00 of federal funds from the NH Highway Safety Agency entitled Highway Safety Equipment and Training Grants for the purpose of covering the monthly cost of two hundred and fifty (250) wireless air cards. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2013. Funding Source: 100% Agency Income.

Funds are to be budgeted in the account titled:

02-23-23-234010-22110000 Dept. of Safety -- Division of State Police -- Highway Safety Equipment and Training Grants
RSRC: 405921
Amount: \$146,306.00

Class	Description	Current Adjusted	Requested Action	Revised Adjusted
		Authorized		Authorized
009	Agency Income	\$ (1,328,579.12)	\$ (146,306.00)	\$ (1,474,885.12)
020-500221	Current Expenses	\$ 162,892.86	\$ 131,700.00	\$ 294,592.86
030-500311	Equipment	\$ 277,144.60	\$ -	\$ 277,144.60
037-500173	Technology - Hardware	\$ 20,000.00	\$ -	\$ 20,000.00
038-509038	Technology - Software	\$ 100,000.00	\$ -	\$ 100,000.00
040-500800	Indirect Cost	\$ 86,101.66	\$ 14,606.00	\$ 100,707.66
046-500465	Consultants	\$ 250,000.00	\$ -	\$ 250,000.00
103-502664	Contracts for Op Services	\$ 432,440.00	\$ -	\$ 432,440.00
	Total	\$ 1,328,579.12	\$ 146,306.00	\$ 1,474,885.12

SP-75-08-2012-01



State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

FIS 12-294
09-14-2012

JOHN J. BARTHELME
COMMISSIONER

August 16, 2012

Representative Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

G+C # 100
09-19-2012

His Excellency, Governor John H. Lynch
And the Honorable Council
State House
Concord, New Hampshire 03301

Requested Action

Pursuant to RSA 14:30-a, VI authorize the Department of Safety, Division of State Police, to accept and expend \$146,306.00 of federal funds from the NH Highway Safety Agency entitled Highway Safety Equipment and Training Grants for the purpose of covering the monthly cost of two hundred and fifty (250) wireless air cards. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2013. Funding Source: 100% Agency Income.

Funds are to be budgeted in the account titled:

02-23-23-234010-22110000 Dept. of Safety - Division of State Police - Highway Safety Equipment and Training Grants
RSRC: 405921
Amount: \$146,306.00

<u>Class</u>	<u>Description</u>	<u>Current Adjusted</u> <u>Authorized</u>	<u>Requested Action</u>	<u>Revised Adjusted</u> <u>Authorized</u>
009	Agency Income	\$ (1,328,579.12)	\$ (146,306.00)	\$ (1,474,885.12)
020-500221	Current Expenses	\$ 162,892.86	\$ 131,700.00	\$ 294,592.86
030-500311	Equipment	\$ 277,144.60	\$ -	\$ 277,144.60
037-500173	Technology - Hardware	\$ 20,000.00	\$ -	\$ 20,000.00
038-509038	Technology - Software	\$ 100,000.00	\$ -	\$ 100,000.00
040-500800	Indirect Cost	\$ 86,101.66	\$ 14,606.00	\$ 100,707.66
046-500465	Consultants	\$ 250,000.00	\$ -	\$ 250,000.00
103-502664	Contracts for Op Services	\$ 432,440.00	\$ -	\$ 432,440.00
	Total	\$ 1,328,579.12	\$ 146,306.00	\$ 1,474,885.12

Representative Ken Weyler, Chairman
Fiscal Committee of the General Court

His Excellency, Governor John H. Lynch
and the Honorable Council

August 16, 2012

Page 2 of 2

Explanation

The NH State Police Computer Air Cards grant will be used to fund the monthly costs of wireless computer air cards, which will allow troopers to complete certain activities through their cruiser Mobile Data Terminal (MDT) and then send the data via a wireless air card to the designated control points. Activities such as crash reports will be timelier allowing for up-to-date crash statistics. Troopers will have the ability to send digital photographs and images pertinent to missing children and wanted individuals, Amber Alerts, prison escapees, and BOLO's (Be on the Lookout messages). This ability to track activities in real time will also ensure our efforts to analyze workload and allow the most efficient deployment of resources.

The funds are to be budgeted as follows:

The funds in class 020 are needed to cover the monthly costs for two hundred and fifty (250) wireless air cards.

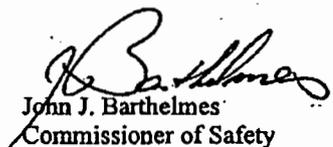
Funds in class 040 are needed to pay indirect costs to Administrative Services on all eligible expenses.

Funds in class 041 are not appropriated because the department that receives the Federal grant from the federal granting agency is responsible for paying the audit fund set aside.

This grant was not included in the agency's operating budget as the Department of Safety was unaware of its availability prior to the end of the budget process.

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

Respectfully Submitted,


John J. Barthelme
Commissioner of Safety

Department of Safety
Highway Safety Equipment and Training Grants
Fiscal Situation

Federal Funds Awarded:

FFY 2012 Grant - NH State Police Computer Air Cards - 10/1/11-9/30/12	\$194,940.00
FFY 2012 Grant - NH State Police TAR Equipment - 10/1/11-9/15/12	\$52,139.60
FFY 2012 Grant - NH State Police Crash Records - 11/1/11-9/30/12	\$236,600.00
FFY 2012 Grant - NH State Police E-Ticketing - 11/1/11-9/30/12	\$162,450.00
FFY 2012 Grant - NH State Police Media Campaign - 1/1/12-9/30/13	\$440,840.00
FFY 2012 Grant - NH State Police Laptop Conversion - 1/1/12-9/30/12	\$384,286.33
FFY 2013 Grant - NH State Police Computer Air Cards - 10/1/12-9/30/13	\$146,306.00
Total Grant Funds Awarded	\$1,617,561.93

Less SFY 2012 expenses on FFY 2012 Grants	(\$142,675.88)
Less SFY 2013 expenses on FFY 2012 Grants	\$0.00
Less SFY 2013 expenses on FFY 2013 Grants	\$0.00
Total	(\$142,675.88)

Net Grant Funds Remaining as of July 1, 2012 (SFY 2013) **\$1,474,886.05**

Less: SFY 2013 Current Adjusted Appropriation including prior year encumbrances:

02-23-23-234010-22110000 \$1,328,579.12

Excess grant funds available to appropriate **\$146,306.93**

Less previous SFY 2013 request \$0.00

Remaining excess grant funds available to appropriate \$146,306.93

This Request **\$146,306.00**

**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 October 20, 2011	Project Number #310-12S-006
Date Approved October 21, 2011	PSP and Task # 12-04, 06

Part I

1. Project Title NH State Police Computer Air Cards	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input 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 A. Contract Period Start Date: October 1, 2011 Termination Date: September 30, 2012	Functional Area K9 - 408 Data Program Incentive CFDA# 20.610 Program Title Traffic Safety Info. System Improvements Grant Funding Source National Highway Traffic Safety Administration
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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 Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense	\$180,000.00	\$180,000.00			
c. Equipment					
d. Indirect Costs Audit	\$14,940.00	\$14,940.00			
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$194,940.00	\$194,940.00			

7. Local Benefit: It is anticipated that the federal share for local benefit will be: <u>0%</u> (\$0.00)

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 October 20, 2011	Project Number #315-12S-053
Date Approved October 21, 2011	PSP and Task # 12-03, 10

Part I

1. Project Title NH State Police TAR Equipment	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input 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 A. Contract Period Start Date: October 1, 2011 Termination Date: September 15, 2012	Functional Area PT - Police Traffic Services CFDA# 20.600 Program Title State & Community Highway Safety Funding Source National Highway Traffic Safety Administratio
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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 Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense	\$1,200.00	\$1,200.00			
c. Equipment	\$50,840.00	\$50,840.00			
d. Indirect Costs Audit	\$99.60	\$99.60			
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$52,139.60	\$52,139.60			

Local Benefit: It is anticipated that the federal share for local benefit will be:	0% (\$0.00)
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**CONTRACTUAL AGREEMENT
 FROM HIGHWAY SAFETY PROJECT G. ANT**

For HSA Use Only

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

Date Received October 20, 2011	Project Number 310-12S-004
Date Approved June 1, 2012	PSP and Task # 12-04, 06

Part I.

1. Project Title NH State Police Crash Records Management System	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 A. Contract Period Start Date: November 1, 2011 Termination Date: September 30, 2012	Functional Area K9 - 408 Data Program Incentive CFDA# 20.610 Program Title Traffic Safety Info System Improvements Gr. Funding Source National Highway Traffic Safety Administration
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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					
b. Current Expense	\$100,000.00	\$100,000.00			
c. Equipment	\$20,000.00	\$20,000.00			
d. Indirect Costs Audit	\$16,600.00	\$16,600.00			
e. Contractual Services	\$100,000.00	\$100,000.00			
f. Other					
Total Estimated Costs Including Non-Federal Share	\$236,600.00	\$236,600.00			

7. Local Benefit: It is anticipated that the federal share for local benefit will be: <u>0%</u> (\$0.00)

**CONTRACTUAL AGREEMENT
FOR HIGHWAY SAFETY PROJECT GRANT**

For HSA Use Only

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

Date Received October 20, 2011	Project Number 310-12S-005
Date Approved June 1, 2012	PSP and Task # 12-04, 06

Part I

1. Project Title NH State Police E-Ticketing (Phase II)	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 A. Contract Period Start Date: November 1, 2011 Termination Date: September 30, 2012	Functional Area K9 - 408 Data Program Incentive CFDA# 20.610 Program Title Traffic Safety Info System Improvements Grant Funding Source National Highway Traffic Safety Administration
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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					
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit	\$12,450.00	\$12,450.00			
e. Contractual Services	\$150,000.00	\$150,000.00			
f. Other					
Total Estimated Costs Including Non-Federal Share	\$162,450.00	\$162,450.00			

7. Local Benefit: It is anticipated that the federal share for local benefit will be: 0% (\$0.00)
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**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 December 6, 2011	Project Number #308-12S-018
Date Approved December 6, 2011	PSP and Task # 12-02, 15

Part I

1. Project Title NH State Police Media Campaign	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input 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 A. Contract Period Start Date: January 1, 2012 Termination Date: September 30, 2013	Functional Area PM - Paid Advertising CFDA# 20.600 Program Title State & Community Highway Safety Funding Source National Highway Traffic Safety Administratio
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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 Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense	\$400,000.00	\$400,000.00			
c. Equipment					
d. Indirect Costs Audit	\$40,840.00	\$40,840.00			
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$440,840.00	\$440,840.00			

7. Local Benefit: It is anticipated that the federal share for local benefit will be: <u>100%</u> (\$440,840.00)	12-02, 15 PM = \$220,420. 12-03, 18 PM = \$220,420
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**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 December 13, 2011	Project Number #310-12S-007
Date Approved December 13, 2011	PSP and Task # 12-04, 06

Part I

1. Project Title NH State Police Laptop Conversion		2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation	
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 A. Contract Period Start Date: January 1, 2012 Termination Date: September 30, 2012		Functional Area K9 - 408 Data Program Incentive CFDA# 20.610 Program Title Traffic Safety Info System Improvements Grant Funding Source National Highway Traffic Safety Administration	

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 Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense					
c. Equipment	\$381,182.96	\$381,182.96			
d. Indirect Costs Audit	\$3,103.37	\$3,103.37			
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$384,286.33	\$384,286.33			

Local Benefit:

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

**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 August 15, 2012	Project Number #310-13S-001
Date Approved August 15, 2012	PSP and Task # 13-04, 06

Part I

1. Project Title NH State Police Computer Air-Cards	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input 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 A. Contract Period Start Date: October 1, 2012 Termination Date: September 30, 2013	Functional Area. K9 - 408 Data Program Incentive CFDA# 20.610 Program Title Traffic Safety Info System Improvements Grant Funding Source National Highway Traffic Safety Administration
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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 Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense	\$131,700.00	\$131,700.00			
c. Equipment					
d. Indirect Costs Audit	\$14,606.00	\$14,606.00			
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$146,306.00	\$146,306.00			

7. Local Benefit: It is anticipated that the federal share for local benefit will be: <u>100%</u> (\$146,306.00)

NH Highway Safety Agency
78 Regional Drive, Building #2
Concord, NH 03301-8530
Telephone 603-271-2131

**ADDENDUM TO THE APPLICATION
FOR HIGHWAY SAFETY PROJECT GRANT**

FEDERAL REGULATIONS

2.CFR Part 25 (formerly Circular A-87). This provides principles for determining the allowable costs of programs administered by State, local and federally-recognized Indian tribal governments under grants from and contracts with the Federal Government. They are designed to provide the basis for a uniform approach to the problem of determining costs and to promote efficiency and better relationships between grantees and the Federal Government. The principles are for determining costs only and are not intended to identify the circumstances nor to dictate the extent of Federal and State or local participation in the financing of a particular project. They are designed to provide that federally-assisted programs bear their fair share of costs recognized under these principles except where restricted and prohibited by law.

COMMON RULE (49 CFR Part 18) (Effective October 1988). This rule establishes the Uniform Administrative Requirements for Grants and Cooperative Agreements and Sub-awards to state and local governments and Indian tribal governments. Administrative rules set forth include:

18.10	Forms for Applying for Grants	18.32	Equipment
18.11	State Plans	18.33	Supplies
18.20	Standards for Financial Management Systems	18.34	Copyrights
18.21	Payment	18.35	Sub-awards to Debarred and Suspended Parties
18.22	Allowable Costs	18.36	Procurement
18.23	Period of Availability of Funds	18.37	Subgrants
18.24	Matching or Cost Sharing	18.40	Monitoring and Reporting Program Performance
18.25	Program Income	18.41	Financial Reporting
18.26	Non-Federal Audits	18.42	Retention and Access Requirements for Records
18.30	Changes	18.50	Closeout
18.31	Real Property		

CIRCULAR A-133 (June 1997). This Circular establishes audit requirements for State and local governments that receive Federal aid, and defines Federal responsibilities for implementing and monitoring those requirements.

Further information concerning these Circulars may be obtained by contacting the Financial Management Branch, Budget Review Division, Office of Management & Budget, Washington, DC 20503. Telephone 202-395-4773.

FEDERAL FUNDING ACCOUNTABILITY & TRANSPARENCY ACT. *Data Universal Numbering System (DUNS) Numbers Requirement.* As the recipient of federal highway safety funds, the applicant agency must have a DUNS number. This is a unique nine-character number that identifies the applicant agency and is used by the federal government to track how federal funds are distributed. If the applicant agency is authorized to make sub-awards under this contract, it must: 1) notify potential sub-recipients that no entity may receive a sub-award unless that entity has provided the applicant agency with its DUNS number, and 2) the applicant agency may not make a sub-award to an entity unless the entity has provided its DUNS number to the applicant agency. (<http://fedgov.dnb.com/webform>)

