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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

September 28, 2017

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

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

Requested Action

Pursuant to RSA 9:16-c, authorize the Department of Safety, Division of Homeland Security and Emergency Management to transfer funds within Information Analysis Center, as outlined below, in the amount of \$298,575.00 for the School Readiness Program's part-time staffing. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2018. Funding source: 100% Federal Funds

Funds will be budgeted as follows:

02-23-23-236010-74840000 Dept. of Safety – Div. of Homeland Security & Emer Mgt – Information Analysis Center

<u>Class</u>	<u>Description</u>	<u>SFY18 Current Adjusted Authorized</u>	<u>Requested Action</u>	<u>Revised SFY18 Adjusted Authorized</u>
000-404921	Agency Income	(\$1,252,769.12)	\$0.00	(\$1,252,769.12)
010-500100	Personal Services - Perm	\$227,458.78	\$0.00	\$227,458.78
018-500106	Overtime	\$18,322.75	\$0.00	\$18,322.75
020-500200	Current Expense	\$29,180.57	\$0.00	\$29,180.57
022-500255	Rents and Leases Other Than State	\$4,000.00	\$0.00	\$4,000.00
024-500225	Maint Other Than Build-Grnds	\$8,872.40	\$0.00	\$8,872.40
027-502799	Transfers to DOIT	\$25,785.85	\$0.00	\$25,785.85
030-500311	Equipment	\$4,000.00	\$0.00	\$4,000.00
037-500173	Technology Hardware	\$20,000.00	\$0.00	\$20,000.00
038-500177	Technology Software	\$4,538.60	\$0.00	\$4,538.60
039-500188	Telecommunications	\$5,173.19	\$0.00	\$5,173.19
040-500800	Indirect Costs	\$38,994.59	\$29,150.00	\$68,144.59
041-500801	Audit Fund Set Aside	\$420.00	\$300.00	\$720.00
048-500240	Own Force Maint Build-Grnds	\$261,936.61	(\$200,000.00)	\$61,936.61
047-500226	Contractual Maint Build-Grnds	\$362,045.70	(\$98,575.00)	\$263,470.70
050-500109	Personal Serv-Temp	\$0.00	\$250,000.00	\$250,000.00
060-500601	Benefits	\$110,643.20	\$19,125.00	\$129,768.20

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070-502970	In-State Travel	\$7,000.00	\$0.00	\$7,000.00
080-500710	Out of State Travel	\$18,252.08	\$0.00	\$18,252.08
103-500735	Cont for Op Svcs	\$106,144.80	\$0.00	\$106,144.80
	Totals	\$1,252,769.12	\$0.00	\$1,252,769.12

Explanation

This item transfers funds from Class 47, Own Force Maint Build-Grnds, and Class 48, Contractual Maint Build-Grnds, to Class 50, Personal Services-Temp for existing part-time positions, along with the associated Class 60, Benefits. In addition, consideration of the Class 40, Indirect Costs, and Class 41, Audit Fund Set Aside, necessitated additional funds transferred into those class lines as well.

The Division of Homeland Security and Emergency Management requests approval for a transfer of appropriations in order to fund the School Readiness Program for the effort of assisting school districts by teaching Incident Command System (ICS) and Emergency Operations Plan (EOP) development courses. This program works closely with the New Hampshire Department of Education to assist schools in developing effective Emergency Operations Plans (EOPs).

Last biennium the funds for the School Readiness Program were from a federal pass-through grant awarded by the New Hampshire Department of Education to the division, but as the need for this program continues the Emergency Management Performance Grant (EMPG) Program grant priorities have been aligned in accordance, and this transfer realigns these appropriations correspondingly. Funds are available because building work that was accounted for in past grant plans has been re-evaluated and has led to alternative considerations, therefore, allowing the availability of the appropriations.

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

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

Cite any requirements which make this program mandatory. *RSA 21-P.*

Identify the source of funds on all accounts listed on this transfer. *The source of funds on this transfer 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? *Funds will not lapse if this transfer is not approved, but the ability to maximize the utilization of these grant funds will be limited.*

Are personnel services involved? *Yes, there are six existing part-time positions associated with this transfer.*

Respectfully submitted,


John J. Barthelmes
Commissioner

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.