



Jeffrey A. Meyers  
Commissioner

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF THE COMMISSIONER

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FIS 16 030 *6 mac*

January 28, 2016

The Honorable Neal M. Kurk, Chairman  
Fiscal Committee of the General Court

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

*[Signature]*  
Approved by Fiscal Committee Date *2/12/16*

Transfer Of Appropriation – Personnel Benefits

**REQUESTED ACTION**

Pursuant to the provisions of Chapter 276:143, Laws of 2015 and RSA 14:30-a VI, authorize the Department of Health and Human Services to transfer general funds in the amount of \$12,500, increase related Federal revenues in the amount of \$4,000 and no change to related Other revenues in the Department of Health and Human Services. The transfers and adjustments are summarized below and detailed in the attached worksheets, effective upon approval of the Fiscal Committee and the Governor and Executive Council through June 30, 2016.

**From: (Various Accounts):**

Division of Family Services  
Total Department of Health and Human Services

<u>Account</u>	<u>Amount</u>
Various	(\$12,500)
	<u>(\$12,500)</u>

**To: (Various Accounts):**

Division of Family Services  
Total Department of Health and Human Services

<u>Account</u>	<u>Amount</u>
Various	\$12,500
	<u>\$12,500</u>

**EXPLANATION**

These transfers reflect adjustments to personnel benefit class lines to address projected expenses in the Department. Expenditure patterns for the year-to-date SFY 2016 have been analyzed and taken into consideration when projecting expenditures for the balance of the year. Based upon this review, a number of accounts were found to require additional funds, while other accounts were experiencing less than originally anticipated expenditures. This transfer will provide for the continued efficient operation of the Department.

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

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

- A. Justification:  
See the attached appendix for justification of the availability of funds and required additional funds.
- B. Does this transfer involve continuing programs or one-time projects?  
This transfer involves continuing programs.
- C. Is this transfer required to maintain existing program levels or will it increase the program level? This transfer is required to maintain existing program levels.
- D. Cite any requirements which make this program mandatory.  
The programs of the Department are mandated by various state and federal laws.
- E. Identify the source of funds on all accounts listed on this transfer.  
See the attached worksheet for the source of funds for all accounts.
- F. Will there be any effect on revenue if this transfer is not approved?  
The effect on revenue, including Federal participation, as a result of this transfer is detailed in the attached appendix.
- G. Are funds expected to lapse if this transfer is not approved?  
It is anticipated that some funds will lapse whether this transfer is approved or not.
- H. Are personnel services involved?  
No positions are being transferred as a result of this request.

The Department has conducted a detailed review of line items in the budget to ensure that available funds are maximized to the greatest degree possible. An appendix is attached which summarizes the changes across the Department.

Respectfully submitted,



Jeffrey A. Meyers  
Commissioner

Attachment

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
TRANSFER OF FUNDS SFY 2016 – BENEFITS  
JANUARY 28, 2016

DIVISION OF FAMILY ASSISTANCE

**05-95-045-450010-61250000**

**Director's Office**

Funding in this organization represents costs associated with the staff in the Office of the Director, Division of Family Assistance. This transfer decreases Class 060, Benefits. This transfer will take projected surplus to help fund projected deficits in the Division. **Source of Funds (Class 060): 50% Federal Funds, 50% General Funds.**

**05-95-045-450010-61270000**

**Employment Support**

Funding in this organization code represents costs associated with staff engaged in the NHEP program. This transfer increases Class 060, Benefits. Funds are needed due to a staff transfer. **Source of Funds (Class 060): 50% Federal Funds, 50% General Funds.**

**05-95-045-450010-71480000**

**Community Service Block Grant**

Funding in this appropriation primarily represents costs associated with the management and operation of the federal Community Service Block Grant. This transfer increases Class 060, Benefits by accepting new federal funds. Funds are required due to insufficient budget allocation. **Source of Funds (Class 060): 100% Federal Funds, 0% General Funds.**

DIVISION OF PUBLIC HEALTH SERVICES

**05-95-090-901010-59970000**

**Strengthening PH Infrastructure**

Funding in this organization represents costs associated with the Quality Improvement Section within the Division of Public Health Services. Funds are needed in Benefits (Class 060), as the actual cost of benefits will be greater than the adjusted authorized for currently filled positions in SFY 16.

**Source of Funds: 100% Federal.**

**05-95-090-901010-79650000**

**Rural Health & Primary Care**

Funding in this organization represents costs associated with the Rural Health & Primary Care Program within the Division of Public Health Services. Funds are available in Benefits (Class 060), as the actual cost of benefits will be less than the anticipated during budget development.

**Source of Funds: 100% Federal**

**05-95-090-902010-56670000**

**Chronic Disease – Asthma**

Funding in this organization represents costs associated with the Asthma program within the Division of Public Health Services. Funds are needed in Benefits (Class 060), as the actual cost of benefits will be greater than the adjusted authorized for currently filled positions in SFY 16

**Source of Funds 100% Federal**

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
TRANSFER OF FUNDS SFY 2016 – BENEFITS  
JANUARY 28, 2016

**05-95-090-902010-12990000**

**Federal Project Launch**

Funding in this organization represents costs associated with the Project Launch grant within the Division of Public Health Services. Funds are needed in Benefits (Class 060), as the actual cost of benefits will be greater than the adjusted authorized for currently filled positions in SFY 16.

**Source of Funds: 100% Federal**

**05-95-090-902010-51900000**

**Maternal & Child Health Section**

Funding in this organization represent costs associated with the Maternal & Child Health Section within the Division of Public Health Services. Funds are available in Benefits (Class 060), for use in other areas of the Division due to vacancies during SFY 2016.

**Source of Funds: 100% Federal.**

**05-95-090-902010-22150000**

**CDC Oral Health Grant**

Funding in this organization represents costs associated with the Oral Health Grant within the Division of Public Health Services. Funds are needed in Benefits (Class 060), as the actual cost of benefits will be greater than the adjusted authorized for currently filled positions in SFY 16.

**Source of Funds: 100% Federal.**

**05-95-090-902010-45260000**

**MCH Data Linkage**

Funding in this organization represents costs associated with the Maternal & Child Health Data Linkage activities within the Division of Public Health Services. Funds are needed in Benefits (Class 060), as the actual cost of benefits will be greater than the adjusted authorized for currently filled positions in SFY 16.

**Source of Funds: 100% Federal.**

**05-95-090-902010-52600000**

**WIC Supplemental Nutrition Program**

Funding in this organization represents costs associated with the Women, Infant and Children (WIC) program within the Division of Public Health Services. Funds are needed in Benefits (Class 060), as the actual cost of benefits will be greater than the adjusted authorized for currently filled positions in SFY 16.

**Source of Funds: 100% Federal.**

All Accounts	Account From	From	General Funds Only To	Net	Net FF/Oth	Account To
	Division of Family Assistance	Various	(\$12,500)	\$12,500	\$0	\$4,000
Division of Public Health Services	Various	\$0	\$0	\$0	\$0	Various
Total Department of Health and Human Services		(\$12,500)	\$12,500	\$0	\$4,000	
			Net Federal Funds		\$4,000	\$4,000
			Net Other Funds		\$0	\$0
					\$4,000	\$0

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Fund	Agency	Org	Class	Rept	Class Title	Increase/Decrease Amount	Net Gen'l Fund by Org Code	Net Gen'l Fund by Agency	GF Amount	S/T	FF	Transfer Amount OF	GF	FF	SOF	OF	GF	
<b>LAWSON ACCOUNTING FORMAT</b>																		
<b>COMPANY NIA ACCOUNTING UNIT</b>																		
<b>DIVISION OF FAMILY ASSISTANCE</b>																		
9	Director's Office																	
10	010	045	61250000	000	Federal Funds	\$ (12,500)												
11	010	045	61250000	007	Other Funds	\$												
12	010	045	61250000		General Funds	\$ (12,500)	\$ (12,500)											
13	Total Revenue																	
14	010	045	61250000	060	Benefits	\$ (25,000)												
15	Total Expense																	
16	010	045	61250000		Benefits	\$ (25,000)												
17	Employment Program																	
18	010	045	61270000	000	Federal Funds	\$ 12,500												
19	010	045	61270000	007	Other Funds	\$												
20	010	045	61270000		General Funds	\$ 12,500	\$ 12,500											
21	010	045	61270000		General Funds	\$ 25,000	\$ 25,000											
22	Total Revenue																	
23	010	045	61270000	060	Benefits	\$ 25,000												
24	Total Expense																	
25	010	045	61270000		Benefits	\$ 25,000												
26	Community Service Block Grant																	
27	010	045	71480000	000	Federal Funds	\$ 4,000												
28	010	045	71480000	007	Other Funds	\$												
29	010	045	71480000		General Funds	\$ 4,000	\$ 4,000											
30	010	045	71480000		General Funds	\$												
31	Total Revenue																	
32	010	045	71480000	060	Benefits	\$ 4,000												
33	Total Expense																	
34	010	045	71480000		Benefits	\$ 4,000												
35	TOTAL DIVISION OF FAMILY ASSISTANCE																	
36	DIVISION OF PUBLIC HEALTH SERVICES																	
37	STRENGTHENING PH INFRASTRUCTURE																	
38	010	090	59970000	000	Federal Funds	\$ 8,918												
39	010	090	59970000		Other Funds	\$												
40	010	090	59970000		General Funds	\$												
41	Total Revenue																	
42	010	090	59970000	066	Employee Training	\$ 8,918												
43	010	090	59970000	060	Benefits	\$												
44	Total Expense																	
45	010	090	59970000		Benefits	\$ 8,918												
46	RURAL HEALTH & PRIMARY CARE																	
47	010	090	79650000	000	Federal Funds	\$ (14,038)												
48	010	090	79650000		Other Funds	\$												
49	010	090	79650000		General Funds	\$ (14,038)												
50	Total Revenue																	
51	010	090	79650000	060	Benefits	\$ (14,038)												
52	Total Expense																	
53	010	090	79650000		Benefits	\$ (14,038)												
54	Chronic Disease - Asthma																	
55	010	090	56670000	000	Federal Funds	\$ 5,120												
56	010	090	56670000		Other Funds	\$												
57	010	090	56670000		General Funds	\$ 5,120												
58	Total Revenue																	
59	010	090	56670000	060	Benefits	\$ 5,120												
60	TOTAL DIVISION OF PUBLIC HEALTH SERVICES																	
61	010	090	56670000	060	Benefits	\$ 5,120												
62	TOTAL DIVISION OF FAMILY ASSISTANCE																	
63	010	090	56670000	060	Benefits	\$ 5,120												
64	TOTAL DIVISION OF PUBLIC HEALTH SERVICES																	
65	010	090	56670000	060	Benefits	\$ 5,120												
66	TOTAL DIVISION OF FAMILY ASSISTANCE																	

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
Fund	Agcy	Org	Cla	Rcpt	Class Title	Increase/Decrease Amount	Net Gen'l Fund by Org Code	Net Gen'l Fund by Agency	GF Amount	S/T	FF	Transfer Amount	GF	FF	SOF	OF	GF	
67						\$ 5,120												
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