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State of New Hampshire Department of Revenue Administration

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John T. Beardmore
Commissioner

March 2014

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court

[Signature]
Approved by Fiscal Committee 4/25/14
Date

Her Excellency, Governor Margaret Wood Hassan
and The Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

100% General Funds

- Pursuant to RSA 9:16-a Transfers authorized, authorize the Department of Revenue Administration to transfer funds in and among accounting units in the amount of \$75,000.00. The transfers are made up of \$75,000.00 in general funds. The adjustments are summarized below. This transfer is needed to enable the purchasing of the Department's eFile web application components. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2014. **Funding Source: 100% General Funds**

Fiscal Year 2014				
Class	Class Description	Current Budget	Requested Change	Adjusted Budget
Revenue	N/A	0.00	0.00	0.00
Expense Class				
15010000-024	Maintenance	\$129,000.00	(\$75,000.00)	\$54,000.00
13010000-038	Technology-Software	\$5,000.00	\$75,000.00	\$80,000.00

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EXPLANATION

These transfers reflect adjustments to accounts to address projected expenses in the Department. Expenditure patterns have been analyzed and considered when forecasting for the remainder of the current fiscal year. Based upon this review, account 038-13010000 required additional funds for the purpose of the Department's eFile web application needs, while other accounts experienced 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 referenced actions.

- A. *Justification:* The transfer is needed from class 024-1501000 into class 038-13010000 to enable the funding of the Department's eFile web application components.
- B. *Does this transfer involve continuing programs or one-time projects?* This transfer will allow for the Department to continue its Efile projects through credit card functionality to its eFile web application hosted by First Data Government Systems (FDGS).
- C. *Is this transfer required to maintain existing program levels or will it increase the program level?* The transfer from class 024-1501000 to 038-13010000 will fund the credit card functionality to its eFile web application hosted by First Data Government Systems (FDGS).
- D. *Cite any requirements which make this program mandatory.* The work of the Department is mandated by various state statutes.
- E. *Identify the source of funds on all accounts listed on this transfer.* General funds.
- F. *Will there be any effect on revenue if this transfer is not approved?* There is no anticipated effect on revenue as a result.
- G. *Are funds expected to lapse if this transfer is not approved?* It is anticipated funds will lapse if this transfer is not approved.
- H. *Are personnel services involved?* No positions are being transferred as a result of this request.

The Department has conducted a review of every line item in the budget to ensure that available funds are maximized to the best degree possible.

Respectfully submitted,


John T. Beardmore
Commissioner of Revenue Administration