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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH SERVICES

Lori A. Shibanette
Commissioner

Lisa M. Morris
Director

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November 4, 2020

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Public Health Services, Bureau of Laboratory Services, Dairy Sanitation Inspection and Licensing program to accept and expend federal funds in the amount of \$12,872 from the U.S. Food and Drug Administration (FDA), to fund the Dairy Sanitation program (Laboratory) effective upon approval by Governor and Council through December 31, 2020 and further authorize the funds to be allocated as follows. 100% federal funds.

05-95-90-903010-79660000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF LABORATORY SERVICES, PUBLIC HEALTH LABORATORIES

SFY 2021

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
000-404972	Federal Funds	\$899,225	\$12,872	\$912,097
001-404996	Transfers from Other Agency	\$8,004	\$0	\$8,004
009-405921	Agency Income	\$328,303	\$0	\$328,303
	General Funds	\$3,133,420	\$0	\$3,133,420
Total Revenue		\$4,368,952	\$12,872	\$4,381,824
010-500100	Personal Serv – Perm	\$2,093,134	\$0	\$2,093,134
018-500106	Overtime	\$10,460	\$0	\$10,460
019-500105	Holiday	\$300	\$0	\$300
020-500200	Current Expense	\$232,548	\$0	\$232,548
022-500255	Rents – Leases	4,708	\$0	\$4,708
024-500225	Maint Other Than Bldg - Grn	\$81,535	\$866	\$82,401
026-500251	Membership Dues	\$8,200	\$0	\$8,200
030-500322	Equipment New Replace	\$149,450	\$11,298	\$160,748
037-500173	Technology – Hardware	\$10,000	\$0	\$10,000

038-500175	Technology - Software	\$11,220	\$0	\$11,220
039-500188	Telecommunications	\$1,600	\$0	\$1,600
041-500801	Audit Fund Set Aside	\$412	\$0	\$412
042-500620	Additional Fringe Benefits	\$9,180	\$0	\$9,180
050-500109	Personal Service Temp Appoi	\$114,414	\$0	\$114,414
057-500531	Books Periodicals Subscript	\$300	\$0	\$300
059-500117	Temp Full Time	\$0	\$0	\$0
060-500601	Benefits	\$1,081,808	\$0	\$1,081,808
066-500543	Employee Training	\$1,900	\$0	\$1,900
070-500709	In State Travel	\$2,900	\$0	\$2,900
080-500179	Out-of-State Travel	\$16,651	\$0	\$16,651
102-500731	Contracts for Program Services	\$147,938	\$0	\$147,938
548-500396	Reagents	\$390,294	\$708	\$391,002
Total Expenses		\$4,368,952	\$12,872	\$4,381,824

EXPLANATION

The funds will be used to monitor bacteria levels, antibiotics, somatic cell counts, alkaline phosphatase, and butterfat value. The money received from the grant will replace broken and malfunctioning equipment that allows the Public Health Laboratory to perform these tests, as well as introducing a new butterfat method to our lab that would produce less hazardous waste and take less analyst time.

The Food Protection's Dairy Sanitation Inspection and Licensing Program provides licensing and regulation of milk producers, milk processors, distributors and producer/distributors, bulk milk haulers, and milk routes located in New Hampshire, and licensing of milk processors, distributors and producer/distributors located outside of the state whose products are sold in New Hampshire.

The objective of the New Hampshire Public Health Laboratories is to support the Dairy Sanitation Inspection and Licensing Program by checking that milk products produced in New Hampshire are properly pasteurized and safe for consumption.

Funds are budgeted as follows:

Class 024 – Will be used for installation charges associated with the equipment.

Class 030 – Will be used for a Microbiological Incubator, Precision Coliform Water Bath and a LactiCheck RapiRead Milk Analyzer. This is replacing the current faulty equipment that makes it difficult to analyze milk and dairy products for bacteria.

Class 548 – Will be used to purchase supplies and reagents needed for laboratory testing.

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the

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following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

These funds will not change the program eligibility levels. No new program will be established with the acceptance of these funds.

Area served: Statewide

Source of funds: These funds are 100% Federal Funds

In the event that these Federal Funds are no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



For

Lori A. Shibinette
Commissioner



STATE COOPERATIVE PROGRAM GRANTS IN SUPPORT OF THE NATIONAL
GRADE "A" MILK SAFETY AND NATIONAL SHELLFISH SANITATION PROGRAMS

June 2, 2020

Grant Number: G-ME-2004-02360
Project Title: Dairy Sanitation Program (Laboratory)
Award Value: \$12,872.00
Project Period: June 1, 2020 to December 31, 2020

Stephanie Clark
Laboratory Scientist III
New Hampshire Public Health Laboratories
29 Hazen Drive
Concord, New Hampshire 03301

Dear Stephanie Clark:

Congratulations. Your application has been approved for Dairy Sanitation Program (Laboratory) as part of the State Cooperative Program Grants in support of National Grade "A" Milk Safety and National Shellfish Sanitation Programs, funded by the United States Food and Drug Administration (FDA). Approval is based on review of the application submitted by you on behalf of New Hampshire Public Health Laboratories to the Association of Food and Drug Officials (AFDO).

As part of your application, your agency has made an assurance that it will comply with all applicable Federal statutes and regulations in effect during the grant period, including applicable parts of 45 CFR Parts 74 and 92. Acceptance of this award and/or any funds provided by the Cooperative Programs Grant Program acknowledges agreement with all of the terms and conditions in this award letter.

Your award is based on the above-title project application, submitted to and approved by AFDO, and is subject to the following terms and conditions:

- **The grantee must complete the full scope of work and all tasks outlined in the approved grant application by December 31, 2020 unless a written exception is granted by the AFDO Programmatic Point of Contact for this grant award.**
- **Any changes to the scope, tasks, deliverables, or expenses of this project must be approved in advance and in writing by the AFDO Programmatic Point of Contact prior to work being modified or completed.**
- The grantee must abide by the grant guidance for the program, available as a PDF file on the Milk and Shellfish Grant Program portal at <http://afdo.org/msgrants>. This portal is also the site where you can find additional information/updates regarding this grant program, and where you can log in for project status and submission of required reports.
- Per United States Department of Health and Human Services Grants Policy, expenses for food or beverage are generally not allowed unless it is part of a per diem allowance provided in conjunction with allowable travel.
- A Final Project Report must be submitted through the online grants portal no more than 45 days after December 31, 2020. As part of the final report, the grantee must provide a full accounting of all expenditures made with funds from this grant award, accompanied by the documentation specified in the reporting section of the grant guidance.
- As a reminder, recipients of funding through this program are required to assure that project activities achieve greater conformance with either the National Grade "A" Milk Safety Program or National Shellfish Sanitation Programs, depending on the project.

The amount of \$12,872.00 represents the full amount of funds to which you are entitled. Additionally, your award is bound by the following comments related to your project:

Full funding approved.

Grant awards are made with the understanding that the Cooperative Programs staff may require clarification of information within your application, as necessary, during the application, project, or reporting periods. These inquiries may be necessary to allow us to appropriately carry out our administrative responsibilities.

Please note, the Catalog of Federal Domestic Assistance (CFDA) number for this United States Food and Drug Administration grant, awarded to the Association of Food and Drug Officials on 9/12/2019, is 93.103. Your grant is considered a subaward under this AFDO grant.

If you have questions about this award, please contact your AFDO Programmatic Point of Contact. We appreciate your ongoing support of the National Grade "A" Milk Safety and National Shellfish Sanitation Programs.

Sincerely,



Steven Mandernach
Executive Director
Association of Food and Drug Officials
155 W. Market St.
3rd Floor
York, PA 17401

AFDO Programmatic Point of Contact:
Michael Turner
msgrants@afdo.org
(850) 583-4593

cc: Gerald Berg (Gerald.Berg@fda.hhs.gov)
Dan Lukash (Daniel.Lukash@fda.hhs.gov)