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New Hampshire Fish and Game Department

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October 8, 2020

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

REQUESTED ACTION

Authorize the New Hampshire Fish and Game Department (NHFGD) to accept and expend fifty four thousand and ninety dollars (\$54,090) in federal funds from the National Oceanic and Atmospheric Administration (NOAA) and five thousand nine hundred and thirteen dollars (\$5,913) in federal funds from U. S. Fish and Wildlife Service (USFWS) for purposes related to improvements, new programming and enhanced operations of the Great Bay National Estuarine Research Reserve from the date of Governor and Council approval through June 30, 2021. 100% Federal Funds.

Funds to be budgeted as follows:

020-07500-22890000 Estuarine Research Reserve Program – FY 2021

<u>Class</u>		<u>Current Budget</u>	<u>Change</u>	<u>Revised Budget</u>
010-500100	PERSONAL SERVICES - PERMANANT	\$394,099	\$0	\$394,099
020-500200	CURRENT EXPENSES	47,000	23,030	70,030
022-500255	RENTS/LEASES	480	0	480
023-500291	HEAT,ELECTRICITY, WATER	20,000	0	20,000
030-500311	EQUIPMENT	3,000	25,000	28,000
041-500801	AUDIT FUND SET ASIDE	477	60	537
050-500109	PERSONAL SERVICES - TEMPORARY	83,137	0	83,137
059-500117	PERSONAL SERVICES-TEMP FULL TIME	54,972	0	54,972
060-500601	BENEFITS	257,384	0	257,384
070-500704	IN STATE TRAVEL	250	0	250
072-509073	FEDERAL GRANTS	3,274	5,913	9,187
080-500710	OUT OF STATE TRAVEL	14,000	0	14,000
103-502664	CONTRACT FOR OPERATIONAL SERVICES	7,500	6,000	13,500
	Total Expenses	\$885,573	\$60,003	\$945,576
Source of Funds				
000-404233	Federal Funds	\$471,339	\$60,003	\$531,342
005-402756	Private Local Funds	104,314	0	104,314
	Fish and Game Funds	309,920	0	309,920
	Total Revenues	\$885,573	\$60,003	\$945,576

REGION 1

629B Main Street
Lancaster, NH 03504-3612
(603) 788-3164
FAX (603) 788-4823
email: reg1@wildlife.nh.gov

REGION 2

PO Box 417
New Hampton, NH 03250
(603) 744-5470
FAX (603) 744-6302
email: reg2@wildlife.nh.gov

REGION 3

225 Main Street
Durham, NH 03824-4732
(603) 868-1095
FAX (603) 868-3305
email: reg3@wildlife.nh.gov

REGION 4

15 Ash Brook Court
Keene, NH 03431
(603) 352-9669
FAX (603) 352-8798
email: reg4@wildlife.nh.gov

EXPLANATION

Each year, the National Oceanic and Atmospheric Administration grants the NH Fish and Game Department operational funding for the Great Bay National Estuarine Research Reserve to conduct research, K-12 education programs, municipal outreach, and land management. The grant that began in July, 2019 was impacted by the state continuing resolution and the COVID-19 pandemic. These two factors delayed the hiring of temporary staff positions (that are now frozen positions), prevented planned out of state travel to workshops, and severely limited some of the educational offerings that our organization could implement. Five thousand nine hundred and thirteen dollars (\$5,913) of US Fish and Wildlife Service grant funding to remove a cabin from a parcel of NHFG land were delayed due to the need for historic documentation. Because of these factors, NOAA and USFWS have granted one year extensions for the awards, and this request is to bring forty three thousand and three dollars (\$43,003) of unexpended federal funding into the state FY21 budget.

In addition, seventeen thousand dollars (\$17,000) have been secured in additional grant funding from the National Oceanic and Atmospheric Administration (NOAA) to the Great Bay National Estuarine Research Reserve for the current fiscal year. The Federal FY20 funding is specifically for research supplies for a new Graduate Research Fellow that will be examining nutrient loading in Great Bay; to support a formal disaster response exercise in Great Bay; and to fulfill a national requirement to remap and describe the boundaries of the Reserve. This memo requests a total of sixty thousand and three dollars (\$60,003) be added to the FY21 appropriation. Specific changes to class codes are as follows:

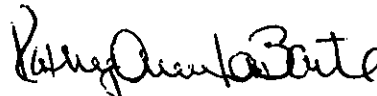
- Class 020: Addition of \$23,030 to support the research fellowship, to complete historic and archeological assessments and hazardous waste assessments at a recently purchased property, to support assistance in running a disaster response exercise, and to support small contracts to create better remote education tools for interpreting environmental science.
- Class 030: Addition of \$25,000 to purchase a truck to replace the vehicle the organization currently uses.
- Class 041: Addition of \$60 dollars to reflect higher federal revenue amount
- Class 072: Addition of \$5,913 associated with the removal of a hunting cabin on NHFG property
- Class 103: Addition of \$6,000 to complete facilities related improvements at the Great Bay Discovery Center campus, and to support GIS and writing contracts to complete a boundary amendment requirement.

No additional New Hampshire Fish and Game funds are required, the required match for this award, is already provided in the authorized budget. General Funds will not be requested to support this project.

Respectfully submitted,



Scott R. Mason
Executive Director



Kathy Ann LaBonte, Chief
Business Division

**NEW HAMPSHIRE FISH & GAME DEPARTMENT
FY21 FISCAL SITUATION**

**ESTUARINE RESERVE
03 75 75 753020-22890000**

Total Federal Authorization	\$ 1,910,364.00
Less Current FY21 Budget Authorization 2289	\$ 471,339.00
Less Budgeted FY21 Indirect	\$ 88,678.00
Less Expended FY20 and Earlier	\$ 1,260,277.00
Total Available for Budgeting	\$ 90,070.00

Available to Budget at Later Date	\$ 30,067.00
REQUESTED ACTION	\$ 60,003.00

Federal Grant	Grant Amount	Expended or Budgeted	Balance
NA20NOS4200083	\$ 598,714.00	\$ 471,339.00	\$ 127,375.00
NA18NOS4200018	\$ 1,200,300.00	\$ 1,154,840.00	\$ 45,460.00
F13AF00340	\$ 111,350.00	\$ 105,437.00	\$ 5,913.00
Totals:	\$ 1,910,364.00	\$ 1,731,616.00	\$ 178,748.00

Note: The Department's Negotiated Indirect Cost Rate Agreement (NICRA) allows indirect costs on salaries and benefits only. The figure shown above for budgeted indirect includes the amount needed to cover reimbursement of expected indirect costs.

FORM CD-450 (REV 10/18) U. S. DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE AWARD	<input type="checkbox"/> GRANT <input checked="" type="checkbox"/> COOPERATIVE AGREEMENT
RECIPIENT NAME FISH AND GAME, NEW HAMPSHIRE DEPARTMENT OF	FEDERAL AWARD ID NUMBER NA20NOS4200083 PERIOD OF PERFORMANCE <u>07/01/2020-06/30/2022</u>
STREET ADDRESS 11 HAZEN DR	FEDERAL SHARE OF COST <div style="border: 1px solid black; padding: 2px; display: inline-block;">\$508,714.00</div>
CITY, STATE, ZIP CODE CONCORD NH 03301-6502	RECIPIENT SHARE OF COST <div style="text-align: right;">\$252,306.00</div>
AUTHORITY 16 U.S.C. 1461 et seq.	TOTAL ESTIMATED COST <div style="text-align: right;">\$851,020.00</div>
CFDA NO. AND NAME 11.420 Coastal Zone Management Estuarine Research Reserves	
PROJECT TITLE Annual Awards to Support Operations, Education, Monitoring and Stewardship Activities of Great Bay NERR (FY20 - 21 Funding)	
<p>This Award Document (Form CD-450) signed by the Grants Officer constitutes an obligation of Federal funding. By signing this Form CD-450, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, the Form CD-450 must be signed by an authorized representative of the Recipient and returned to the Grants Officer. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Award offer and de-obligate the funds.</p> <p><input checked="" type="checkbox"/> DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE STANDARD TERMS AND CONDITIONS</p> <p><input type="checkbox"/> R & D AWARD</p> <p><input type="checkbox"/> FEDERAL-WIDE RESEARCH TERMS AND CONDITIONS, AS ADOPTED BY THE DEPT. OF COMMERCE</p> <p><input checked="" type="checkbox"/> SPECIFIC AWARD CONDITIONS</p> <p><input checked="" type="checkbox"/> LINE ITEM BUDGET</p> <p><input checked="" type="checkbox"/> 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS, AS ADOPTED PURSUANT TO 2 CFR § 1327.101</p> <p><input type="checkbox"/> 48 CFR PART 31, CONTRACT COST PRINCIPLES AND PROCEDURES</p> <p><input checked="" type="checkbox"/> MULTI-YEAR AWARD. PLEASE SEE THE MULTI-YEAR SPECIFIC AWARD CONDITION.</p> <p><input checked="" type="checkbox"/> OTHERS(S): NERRS Regulation at 15 CFR 921</p>	
SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER Stacy Tedder	DATE 06/24/2020
PRINTED NAME, PRINTED TITLE AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL Mr. Randy Curtis	DATE 07/08/2020

**AMENDMENT TO
FINANCIAL ASSISTANCE AWARD**

FEDERAL AWARD ID NUMBER

NA18NOS4200018

CFDA NO. AND NAME

11.420 Coastal Zone Management Estuarine Research Reserves

PROJECT TITLE

Margaret Davidson Fellowship (FY19 Supplemental Funds)

RECIPIENT NAME

FISH AND GAME, NEW HAMPSHIRE DEPARTMENT OF

AMENDMENT NUMBER

3

STREET ADDRESS

11 HAZEN DR

EFFECTIVE DATE

07/01/2020

CITY, STATE, ZIP CODE

CONCORD NH 03301-6502

EXTEND PERIOD OF PERFORMANCE TO
(IF APPLICABLE)

06/30/2021

COSTS ARE REVISED AS FOLLOWS:	PREVIOUS ESTIMATED COST	ADD	DEDUCT	TOTAL ESTIMATED COST
FEDERAL SHARE OF COST	\$ 1,200,300.00	\$ 0.00	\$ 0.00	\$ 1,200,300.00
RECIPIENT SHARE OF COST	\$ 514,415.00	\$ 0.00	\$ 0.00	\$ 514,415.00
TOTAL ESTIMATED COST	\$ 1,714,715.00	\$ (-0.00)	\$ 0.00	\$ 1,714,715.00

REASON(S) FOR AMENDMENT.

- To extend the award period 12 months per the recipient's request dated 05/26/2020, which is incorporated by reference.

This Amendment Document (Form CD-451) signed by the Grants Officer constitutes an Amendment of the above-referenced Award, which may include an obligation of Federal funding. By signing this Form CD-451, the Recipient agrees to comply with the Amendment provisions checked below and attached, as well as previous provisions incorporated into the Award. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Amendment offer and de-obligate any associated funds.

SPECIFIC AWARD CONDITION(S)

LINE ITEM BUDGET

OTHER(S):

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER

Stacy Tedder

DATE

06/05/2020

PRINTED NAME, PRINTED TITLE, AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

Randy Curtis

DATE

06/05/2020

