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**ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE**

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CONCORD, NEW HAMPSHIRE 03301-6397

GORDON J. MACDONALD  
ATTORNEY GENERAL



ANN M. RICE  
DEPUTY ATTORNEY GENERAL

July 28, 2017

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

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

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, authorize the Department of Justice, Division of Legal Counsel, Charitable Trust Unit, to budget and expend prior year carry forward funds from the Charitable Trust Escrow Account in the amount of \$137,925 for the purpose of providing funds to contract with a technology company for the development of a web based electronic application which will allow electronic submittals of trust funds and common investment reports for municipal trustees of trust funds upon Fiscal Committee and Governor and Executive Council approval through June 30, 2019. 100% Charitable Trust Revolving Funds.

Funds are to be budgeted in 02-20-20-201010-2621-102-500731, Department of Justice, Charitable Trust Unit as follows:

Class/ Expense	Class Title	Current SFY18 Budget	Increase Amount	Revised SFY18 Budget
010-500100	Personal Services Perm. Class.	\$323,101	\$0	\$323,101
013-500132	Personal Services Unclassified	\$96,250	\$0	\$96,250
017-500147	FT Employees Special Payment	\$2,406	\$0	\$2,406
018-500106	Overtime	\$10,000	\$0	\$10,000
020-500200	Current Expense	\$22,350	\$0	\$22,350
022-500255	Rents Leases Other Than State	\$2,200	\$0	\$2,200
027-582703	Transfers to DoIT	\$32,299	\$0	\$32,299
028-582814	Tranfers To General Services	\$10,560	\$0	\$10,560

029-500290	Transfers within an Agency	\$1	\$0	\$1
030-500311	Equipment	\$2,260	\$0	\$2,260
037-500173	PC Desktop Hardware New	\$1,600	\$0	\$1,600
038-500175	Desktop Software New	\$800	\$0	\$800
039-500188	Telecommunications	\$4,500	\$0	\$4,500
040-500800	Indirect Costs	\$17,166	\$0	\$17,166
042-500620	Additional Fringe Benefits	\$34,267	\$0	\$34,267
050-500109	Person Service Temp Appointee	\$22,681	\$0	\$22,681
057-500535	Books, Periodicals, Subscriptions	\$8,000	\$0	\$8,000
059-500117	Temp-Full Time	\$46,877	\$0	\$46,877
060-500612	Benefits	\$216,517	\$0	\$216,517
066-500543	Employee Training	\$1,000	\$0	\$1,000
067-500559	Training of Providers	\$8,000	\$0	\$8,000
069-500567	Promotional/Marketing Expense	\$1,000	\$0	\$1,000
070-500704	In State Travel	\$5,650	\$0	\$5,650
080-500716	Out of State Travel	\$6,250	\$0	\$6,250
102-500731	Contracts for Program Services	\$1	\$137,925	\$137,926
<b>Total</b>		<b>\$875,736</b>	<b>\$137,925</b>	<b>\$1,013,661</b>

**Source of Funds**

003-403339	Charitable Bureau Escrow	\$0	\$137,925	\$137,925
009-407321	Agency Income	\$875,736	\$0	\$875,736
<b>Total</b>		<b>\$875,736</b>	<b>\$137,925</b>	<b>\$1,013,661</b>

**EXPLANATION**

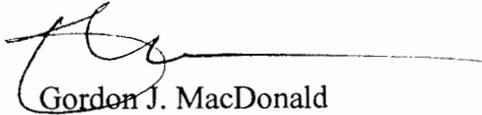
The Charitable Trust Escrow Account is made up of civil penalties collected pursuant to RSA 7:28-f, II (d) and permitted per RSA 7:6-e, III. The Department is requesting to use existing prior year carry forward funds from the Charitable Trust Escrow Account in order to contract with a technology company for the purpose of developing a web application that will electronically capture and manage trust funds and common investment reports submitted annually by municipal trustees of trust funds. The information is currently reported manually to the Charitable Trust Unit using two forms: the MS-9, Report of Trust and Capital Reserve Funds; and the MS-10, Report of Common Fund Investments. The web application will replace manual review and submittal of fund data and will make the process far more efficient for both the Charitable Trust Unit and the municipalities it serves.

The funds budgeted to support the activities are as follows: 102-Contracts for Program Services; \$137,925 for a technology contractor.

In the event these funds should no longer become available, general funds will not be requested in support of this request.

Please let me know if you have any questions regarding this request. Your consideration is greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Gordon J. MacDonald', with a long horizontal line extending to the right.

Gordon J. MacDonald  
Attorney General

#1772821