



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

February 14, 2014

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

Sole Source

REQUESTED ACTION

Authorize the Department of Environmental Services to award a **SOLE SOURCE** grant to the Seacoast Science Center, Inc. (VC #159290), Rye, NH, in the amount of \$20,000.00 to establish and run a marine mammal rescue and response program in New Hampshire, effective upon approval of Governor and Council through December 31, 2015. 100% Federal Funds.

Funding is available in the account as follows:

	<u>FY14</u>
03-44-44-442010-3642-072-500575	\$20,000.00
Dept. Environmental Services, Coastal Zone Management, Grants – Federal	

EXPLANATION

This agreement is **SOLE SOURCE** because The New England Aquarium (NEAq), which led the rescue response to stranded marine mammals in New Hampshire since 1968, ceased to do so at the end of 2013. The Seacoast Science Center (Center) is moving forward to fill this void because it is the most logical entity to take on this new responsibility. Three members of the Center's staff have been volunteers with the NEAq's rescue program for many years and are familiar with the stranding response protocols in the field. Center staff has worked with NEAq staff to learn about their hotline, database, logbooks and volunteer deployment to ensure a seamless transition of the stranding program from NEAq to the Center. The National Marine Fisheries Service (NMFS), the federal agency charged with protecting marine mammals, has approved the Center as the official contact for marine mammal strandings in New Hampshire.

The Center is requesting start-up funding from the New Hampshire Coastal Program (NHCP) for tasks required to establish and run the Marine Mammal Rescue Team (MMRT) in 2014 and 2015. The Center's MMRT will consist of an authorized representative (the Center's president), a Stranding Coordinator, several Stranding Assistants, a consulting veterinarian and trained volunteers. The Coordinator's principal work in 2014 will be to operate the response effort and train staff and volunteers. The NEAq stranding program had 25 volunteers in New Hampshire and many of them will continue to volunteer for the Center's program in 2014. In 2015 the MMRT will recruit and train new volunteers from the Center's existing pool of 200 volunteers, many of whom have expressed interest.

The Coordinator will develop and conduct a Stranding Response Workshop that will be held each year of this two-year program, to train new volunteers and provide a refresher course for existing volunteers. Training will include identifying species, making health assessments, collecting data, taking photographs and interacting with the public at stranding sites. The Center will also train first responders, life guards and public works departments in coastal communities about stranded marine mammals and how to ensure public safety until the MMRT arrives on the scene. The MMRT will assess the condition of dead mammals and will either transport them to NEAq in Quincy, MA for post-mortem analysis or have the town dispose of the remains in accordance with removal and disposal protocols. To help MMRT staff assess the condition of dead animals and better understand the causes of death, the Center will enroll the Coordinator in the Wildlife Forensics course at the Shoals Marine Laboratory in 2014, and will enroll other stranding staff in subsequent years.

Without a rapid response entity, the beach going public will be at risk for injury or disease from stranded animals. On average, over 70 animals each year strand themselves on New Hampshire shores. Anyone (other than a NMFS approved entity) who disturbs such an animal is also liable for major fines and/or jail time if prosecuted under the Marine Mammals Protection Act. In addition, well-meaning but untrained individuals may contribute to further distress of an already troubled creature. This funding will allow the Center the start-up resources to launch this important program and avoid unnecessary risks to the public and marine mammals alike.

Total project costs are budgeted at \$65,000.00. DES will provide \$20,000.00 of the project costs through its Coastal Zone federal grant. The Center will provide \$45,000.00 in matching funds.

In the event that Federal funds become no longer available, General funds will not be requested to support the project. This agreement has been approved by the Office of the Attorney General as to form, execution and content.

We respectfully request your approval.


Thomas S. Burack, Commissioner

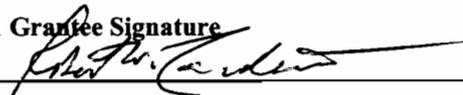
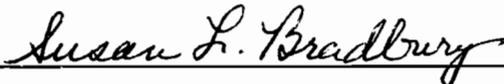
GRANT AGREEMENT

Subject: Establishing a Marine Mammal Rescue and Response Program in New Hampshire

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATIONS AND DEFINITIONS

1.1 State Agency Name Department of Environmental Services		1.2 State Agency Address PO Box 95 Concord, NH 03302-0095	
1.3 Grantee Name Seacoast Science Center, Inc.		1.4 Grantee Address 570 Ocean Blvd. Rye, NH 03870	
1.5 Effective Date Upon G&C approval	1.6 Completion Date December 31, 2015	1.7 Audit Date N/A	1.8 Grant Limitation \$20,000.00
1.9 Grant Officer for State Agency David Murphy		1.10 State Agency Telephone Number 603-559-0021	
1.11 Grantee Signature 		1.12 Name & Title of Grantee Signor Rob Cardeiro, Vice President	
1.13 Acknowledgment: State of New Hampshire, County of Rockingham On <u>11/21/13</u> , before the undersigned officer, personally appeared the person identified in block 1.12., or satisfactorily proven to be the person whose name is signed in block 1.11., and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace (Seal) 		SUSAN L. BRADBURY NOTARY PUBLIC STATE OF NEW HAMPSHIRE My Commission Expires November 9, 2016	
1.13.2 Name & Title of Notary Public or Justice of the Peace <u>Susan L. Bradbury, Office Mngr.</u>			
1.14 State Agency Signature(s) 		1.15 Name/Title of State Agency Signor(s) Thomas S. Burack, Commissioner	
1.16 Approval by Attorney General's Office (Form, Substance and Execution) By:  Attorney, On: <u>2/21/2014</u>			
1.17 Approval by the Governor and Council By: _____ On: <u> / /</u>			

2. **SCOPE OF WORK.** In exchange for grant funds provided by the state of New Hampshire, acting through the agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-O, the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being referred to as "the Project").

3. **AREA COVERED.** Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the state of New Hampshire.

4. **EFFECTIVE DATE; COMPLETION OF PROJECT.**

4.1 This Agreement, and all obligations of the parties hereunder, shall become effective on the date in block 1.5 or on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire whichever is later (hereinafter referred to as "the Effective Date").

4.2 Except as otherwise specifically provided for herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.6 (hereinafter referred to as "the Completion Date").

5. **GRANT AMOUNT; LIMITATION ON AMOUNT; VOUCHERS; PAYMENT.**

5.1 The Grant Amount is identified and more particularly described in EXHIBIT B, attached hereto.

5.2 The manner of, and schedule of payment shall be as set forth in EXHIBIT B.

5.3 In accordance with the provisions set forth in EXHIBIT B, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.

5.4 The payment by the State of the Grant amount shall be the only, and the complete, compensation to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.

5.5 Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.

6. **COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS.**

In connection with the performance of the Project, the Grantee shall comply with all statutes, laws, regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits.

7. **RECORDS AND ACCOUNTS.**

7.1 Between the Effective Date and the date seven (7) years after the Completion Date the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.

7.2 Between the Effective Date and the date seven (7) years after the Completion Date, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records or personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these general provisions.

8. **PERSONNEL.**

8.1 The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.

8.2 The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform such Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.

8.3 The Grant officer shall be the representative of the State hereunder.

In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.

9. **DATA; RETENTION OF DATA; ACCESS.**

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.

9.3 No data shall be subject to copyright in the United States or any other country by anyone other than the State.

9.4 On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.

9.5 The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.

10. **CONDITIONAL NATURE OR AGREEMENT.**

Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.

11. **EVENT OF DEFAULT; REMEDIES.**

11.1 Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):

11.1.1 failure to perform the Project satisfactorily or on schedule; or

11.1.2 failure to submit any report required hereunder; or

11.1.3 failure to maintain, or permit access to, the records required hereunder; or

11.1.4 failure to perform any of the other covenants and conditions of this Agreement.

11.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

11.2.1 give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and

11.2.2 give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement

and ordering that the portion of the Grant Amount which would otherwise accrue to the grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and 11.2.3 set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and

11.2.4 treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

12. TERMINATION.

12.1 In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.

12.2 In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.

12.3 In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.

12.4 Notwithstanding anything in this Agreement to the contrary, either the State or except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.

13. CONFLICT OF INTEREST. No officer, member or employee of the Grantee and no representative, officer of employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interests or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement, the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.

15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit A without the prior written consent of the State.

16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or admissions of the Grantee of Subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

17. INSURANCE AND BOND.

17.1 The Grantee shall, at its sole expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the

benefit of the State, the following insurance:

17.1.1 statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project, and

17.1.2 comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$2,000,000 for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and

17.2 The policies described in subparagraph 18.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice has been received by the State.

18. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure or waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.

19. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.

20. AMENDMENT. This agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire.

21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.

22. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

23. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

Exhibit A Scope of Services

The purpose of this project is for the Seacoast Science Center, Inc. (Center) to develop and implement a Marine Mammal Rescue and Response capability in New Hampshire in order to continue a program that has been coordinated by the New England Aquarium (NEAq) since 1968. NEAq will cease to operate the program in New Hampshire as of December 31, 2013. The National Marine Fisheries Service (NMFS), the federal agency charged with protecting marine mammals, asked the Center to take over the operation of the New Hampshire program beginning in January 2014. The Center will use funding from the New Hampshire Coastal Program (NHCP) for the following tasks required to establish and run the Marine Mammal Rescue Team (MMRT) in 2014 and 2015.

1. Establish the MMRT, which will consist of an authorized representative (the Center's president), a stranding coordinator, several stranding assistants, a consulting veterinarian and several trained volunteers.
2. Initiate, publicize and staff a stranding hotline to be monitored 24 hours a day.
3. Design and install signs at approved access points at public beaches in coastal communities to inform beachgoers of what to do if they find a stranded animal and how to call the hotline.
4. Create educational brochures for distribution by staff and volunteers to seacoast homeowners, businesses and chambers of commerce.
5. Develop and implement two stranding response workshops (one in 2014 and one in 2015) to train rescue responders. Training will include identifying species, making health assessments, collecting data, taking photographs, and interacting with and educating people at stranding sites.
6. Establish working relationships with first responders, life guards and local public works departments. Train first responders and life guards about marine mammals, the potential causes of strandings, and how to promote public safety until they hand off the situation to the MMRT. Collaborate with public works departments to develop protocols for safe carcass removal and disposal in the case of dead stranded mammals.
7. Enroll key stranding staff in the Shoals Marine Laboratory's wildlife forensics course in which students receive hands-on instruction in pathology procedures and necropsy techniques. The stranding coordinator will attend the course in 2014 and the stranding assistants will attend the course in 2015.
8. Enter stranding data (stranding numbers, species, seasonality, location, and known or suspected causes) in the national database maintained by NMFS.

9. Outreach: Work with the NHCP Outreach Coordinator to develop at least one outreach product describing various components of the project. Examples of outreach products include newsletter articles, website updates, links to new website content distributed through social media channels, and press releases. All outreach materials, including flyers, newsletters, etc., shall include the NOAA, NHCP, and NHDES logos. All press releases and articles shall state that “The project was funded by NOAA’s Office of Ocean and Coastal Resource Management under the Coastal Zone Management Act in conjunction with the NH DES Coastal Program.”
10. Prepare and submit two semi-annual Progress Reports to the NHCP. The first Progress Report shall be due by July 11, 2014 and shall summarize project activity during the period January 1, 2014 through June 30, 2014. The second Progress Report shall be due by July 10, 2015 and shall summarize project activity during the period January 1, 2015 through June 30, 2015.
11. Prepare and submit two Annual Reports to the NHCP. The first Annual Report shall be due by January 9, 2015 and shall summarize all project activity during calendar year 2014. The second Annual Report shall be due by January 8, 2016 and shall summarize all project activity during calendar year 2015. Both Annual Reports shall include the number of stranded, rescued and deceased marine mammals, including location, disposal and relocation data. One print copy and one electronic copy of each Annual Report shall be submitted and the electronic copies shall be provided in .pdf format. An appropriate funding credit using the language quoted in 9 above shall appear on all final work products intended for public distribution. Logos of sponsoring agencies (NHDES, NHCP & NOAA) shall also appear on publications and reports.

Exhibit B
Method of Payment and Contract Price

The State shall pay to the Grantee the total reimbursable program costs in accordance with the following requirements:

Reimbursement requests for program costs shall be made by the Grantee using a payment request form as supplied by the State, which shall be completed and signed by the Grantee. The payment request form shall be accompanied by proper supporting documentation in the amount of each requested disbursement and required matching funds. Documentation of reimbursable and matching costs may include invoices for supplies, equipment, services, contractual services, and a report of personnel, travel and indirect costs. For projects that demonstrate progress solely through the submission of interim progress reports, payments shall be made upon receipt, review and approval of the interim progress report and accompanying payment request form. Pre-agreement costs may be reimbursed or counted as matching funds as long as those costs were incurred within the effective period of the federal grant and after State approval of the project. The Grantee must request prior written approval from the State to incur pre-agreement costs. Payments shall be made to the Grantee no more frequently than monthly.

The total reimbursement shall not exceed the grant award of \$20,000. Matching funds provided by the Grantee shall total at least \$45,000 of non-federal cash and in-kind services.

Exhibit C
Special Provisions

I. Subparagraph 1.7 of the General Provisions shall not apply to this Agreement.

II. This Agreement is funded under a grant to the NHDES from NOAA, Award # NA13NOS4190042, with the source of funds identified under CFDA #11.419. The Federal Grant Provisions (Standard, General, Special and/or Administrative Conditions) which are applicable to this Agreement are on file at NHDES, and are incorporated herein by reference to the same extent as if provided in full text. There are no other obligations or encumbrances on the project other than those specified herein.

CERTIFICATE

I, John Appleton, Board Chair of the Seacoast Science Center, Inc., do hereby certify that:

- (1) I am the duly elected Board Chair;
- (2) at the meeting held on November 7, 2013, the Seacoast Science Center, Inc. voted to accept DES funds and to enter into a contract with the Department of Environmental Services;
- (3) the Seacoast Science Center, Inc. further authorized the Vice President to execute any documents which may be necessary for this contract;
- (4) this authorization has not been revoked, annulled, or amended in any manner whatsoever, and remains in full force and effect as of the date hereof; and
- (5) the following person has been appointed to and now occupies the office indicated in (3) above:

Rob Cardeiro

IN WITNESS WHEREOF, I have hereunto set my hand as the Board Chair of the Seacoast Science Center, Inc., this 12th day of November 2013.

John P. Appleton

 John Appleton, Board Chair

STATE OF NEW HAMPSHIRE

County of Rockingham

On this the 12th day of November 2013, before me Susan L. Bradbury Name of Notary Public the undersigned officer, personally appeared John Appleton who acknowledged himself to be the Board Chair of the Seacoast Science Center, Inc. being authorized so to do, executed the foregoing instrument for the purpose therein contained.

In witness whereof, I have set my hand and official seal.

SUSAN L. BRADBURY
 NOTARY PUBLIC
 STATE OF NEW HAMPSHIRE
 My Commission Expires
 November 9, 2016

Susan L. Bradbury, Susan L. Bradbury
 Name of Notary Public (signature above)

Commission Expiration Date: 11/9/2016
 (Seal)

State of New Hampshire Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that SEACOAST SCIENCE CENTER, INC. is a New Hampshire nonprofit corporation formed May 21, 2001. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.

In TESTIMONY WHEREOF, I hereto
set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 13th day of November A.D. 2013



A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

Attachment A
Budget Estimate

Budget Item	State Funding	Match	Total
Salaries & Wages	\$15,960.00	\$0.00	\$15,960.00
Employee Fringe Benefits	\$4,040.00	\$2,041.00	\$6,081.00
Contractual	\$0.00	\$1,000.00	\$1,000.00
Supplies	\$0.00	\$20,239.00	\$20,239.00
Volunteer Time	\$0.00	\$4,144.00	\$4,144.00
Facilities and Administrative Costs	\$0.00	\$17,576.00	\$17,576.00
Subtotals	\$20,000.00	\$45,000.00	\$65,000.00
In-Kind Contribution		\$0.00	\$0.00
Total Project Cost			\$65,000.00

