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# State of New Hampshire

DEPARTMENT OF SAFETY  
OFFICE OF THE COMMISSIONER

33 HAZEN DR. CONCORD, NH 03305  
603/271-2791

JOHN J. BARTHELMES  
COMMISSIONER

June 5, 2014

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

### Requested Action

1. Authorize the Department of Safety, Division of Motor Vehicles, to accept and expend "NH Motorcycle Rider, Training Program Media Campaign" grant funds in the amount of \$48,589.00 from the NH Highway Safety Agency to conduct a public information campaign for the creation, production, distribution, and promotion of radio non-commercial announcements that will focus on the importance of "sharing the road" and motorcycle training courses and will be aired on New Hampshire radio stations. Effective upon Governor and Council approval through September 15, 2014. Funding source: 100% Agency Income.
2. Authorize the Department of Safety, Division of Motor Vehicles, to accept and expend "NH Motorcycle Rider, Training Program Equipment & Materials" grant funds in the amount of \$15,849.00 from the NH Highway Safety Agency for supplies and equipment required to provide a safe environment for the students and maintain a trouble free program. Effective upon Governor and Council approval through September 15, 2014. Funding source: 100% Agency Income.

Funds will be budgeted in an account titled Motorcycle Safety Grant as follows:

02-23-23-233010-74490000 Dept. of Safety – Div of Motor Vehicles – Motorcycle Safety Grant

Class	Description	Current Available	Requested Action #1	Requested Action #2	Revised Adjusted Authorized
009 - 407668	Agency Income	(\$93,009.00)	(\$48,589.00)	(\$15,849.00)	(\$157,447.00)
020 - 500200	Current Expense	8,662.00	0	13,480.00	22,142.00
030 - 500331	Equipment	81,459.00	0	0	81,459.00
040 - 500800	Indirect Costs	1,050.00	4,589.00	2,369.00	8,008.00
057 - 500531	Books, Periodicals, Subscr.	1,838.00	0	0	1,838.00
103 - 502664	Contracts for Ops Services	0	44,000.00	0	44,000.00
7449 Totals		\$93,009.00	\$48,589.00	\$15,849.00	\$157,447.00

### Explanation

The primary objective of the Motorcycle Safety Media Grant is to enable the NH Motorcycle Training Program to contract with a communications/public relations firm to conduct a public information campaign for the creation, production, distribution, and promotion of radio non-commercial announcements that will focus on the importance of "sharing the road" and motorcycle training courses and will be aired on New Hampshire radio stations.

In order to reduce the number of motorcycle crashes and the resulting injury and death, there is a need to educate the motoring public of the importance of motorcyclists and other vehicles "sharing the road", as well as the importance of motorcycle operators receiving the proper training in the operation of their motorcycles. This program will result in an informed and educated motoring public and a decrease in motorcycle crashes, injury, and death.

In addition, the funding acquired through the Motorcycle Safety Equipment & Materials Grant will provide the program with equipment and materials that will allow for a safe, quality motorcycle rider training class. The items to be purchased include tires, trailer to transport motorcycles, gas cans, work bench, drill press, equipment storage, maintenance lift, cones, truck utility boxes, fire extinguishers, air tanks, air pressure gauges, equipment carts, reflective stickers, air conditioner for portable classroom and posters/banners/signs to promote safe riding and training. The purchase of these items will allow instructors to focus on the students and their needs without the distraction of equipment issues.

Funds are to be budgeted as follows:

Funds in class 020 will be used to purchase consumable supplies for the Motorcycle Rider Training Program.

Funds in class 030 will be used to purchase equipment including a trailer, utility boxes, and cones.

Funds in class 040 will be used to pay indirect cost charges.

Funds in class 041 are not appropriated because the department that receives the Federal grant from the Federal granting agency is responsible for paying audit fees.

Funds in class 057 will be used to purchase promotional materials for the program.

Funds in class 103 will be used for a contract for radio advertising services to promote motorcycle rider training program and safety throughout the state.

Highway Funds or General Funds will not be used should Agency Income become unavailable.

Respectfully submitted,

  
John J. Barthelmes  
Commissioner

**Department of Safety  
Motorcycle Safety Grant**

**Fiscal Situation: Account 02-23-23-233010-7449**

**Federal Funds Awarded:**

FFY 2014 Motorcycle Rider Training Program Grant (Anticipated Receipt Fall 2014)	\$92,000.00
FFY 2014 NH Motorcycle Rider Training Program Equipment & Materials	\$25,091.91
FFY 2014 NH Motorcycle Rider Training Program Media Campaign	\$48,589.20
<b>Total Grant Funds Awarded</b>	<b><u>\$165,681.11</u></b>

<b>Less: SFY 2015 Appropriation</b>	<b><u>(\$93,009.00)</u></b>
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<b>Balance of Federal Funds Available</b>	<b>\$72,672.11</b>
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<b>This Request</b>	<b><u><u>\$64,438.00</u></u></b>
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**CONTRACTUAL AGREEMENT  
FOR HIGHWAY SAFETY PROJECT GRANT**

For HSA Use Only

State Of New Hampshire  
Highway Safety Agency  
78 Regional Drive, Building 2  
Concord, NH 03301-8530

Date Received May 29, 2014	Project Number #303-14S-001
Date Approved May 30, 2014	PSP and Task # 14-13, 01

Part I

1. Project Title Motorcycle Rider Training Program Media Campaign	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant A. Name of Agency      DUNS Number 060340564 NH Department of Safety NH Division of Motor Vehicles	B. Address of Agency 23 Hazen Drive Concord NH 03305-0011
C. Government Unit (Check One) <input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301

4. Contract Duration A. Contract Period Start Date:              May 1, 2014 Termination Date:      September 15, 2014	Functional Area    K6 - 2010 Motorcycle Safety Incentive CFDA#              20.612 Program Title      Motorcycle Safety Incentive Grant Funding Source    National Highway Traffic Safety Administratio
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6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit	\$4,589.20	\$4,589.20			
e. Contractual Services	\$44,000.00	\$44,000.00			
f. Other					
Total Estimated Costs Including Non-Federal Share	\$48,589.20	\$48,589.20			

7. Local Benefit: It is anticipated that the federal share for local benefit will be: <u>100%</u> (\$48,589.20)
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**CONTRACTUAL AGREEMENT  
FOR HIGHWAY SAFETY PROJECT GRANT**

For HSA Use Only

State Of New Hampshire  
Highway Safety Agency  
78 Regional Drive, Building 2  
Concord, NH 03301-8530

Date Received May 29, 2014	Project Number #303-14S-002
Date Approved May 30, 2014	PSP and Task # 14-13, 01

Part I

1. Project Title NH Motorcycle Rider Training Program Equipment & Materials	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant	
A. Name of Agency      DUNS Number 060340564 NH Department of Safety NH Division of Motor Vehicles	B. Address of Agency 23 Hazen Drive Concord NH 03305-0011
C. Government Unit (Check One) <input checked="" type="checkbox"/> State <input type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit State of New Hampshire Concord, NH 03301

4. Contract Duration A. Contract Period Start Date:            May 1, 2014 Termination Date:    September 15, 2014	Functional Area    K6 - 2010 Motorcycle Safety Incentive CFDA#              20.612 Program Title      Motorcycle Safety Incentive Grant Funding Source    National Highway Traffic Safety Administratio
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6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expense	\$13,480.00	\$13,480.00			
c. Equipment	\$9,242.00	\$9,242.00			
d. Indirect Costs Audit	\$2,369.91	\$2,369.91			
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$25,091.91	\$25,091.91			

7. Local Benefit: It is anticipated that the federal share for local benefit will be:    0% (\$0.00)
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