

WLO DM



# State of New Hampshire

DEPARTMENT OF SAFETY  
OFFICE OF THE COMMISSIONER  
33 HAZEN DR. CONCORD, NH 03305  
603/271-2791

JOHN J. BARTHELMES  
COMMISSIONER

March 5, 2014

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

### Requested Action

Authorize the Department of Safety, Office of the Commissioner, to transfer \$986.00 within the account titled Dept of Safety Disasters. The request for transfer of funds is to re-align appropriated funds for the purpose of reimbursing costs incurred during the declared event of the February 2013 snowstorm to the Department of Safety, Division of Homeland Security and Emergency Management. This is an amendment to item 63 that was approved by Governor and Council on November 20, 2013. Effective upon Governor and Council approval through June 30, 2014. Funding source: 100% Agency Income.

Funds are to be budgeted as follows:

02-23-23-231010-0843000 Dept. of Safety Office of the Commissioner Dept of Safety Disasters

<u>Class</u>	<u>Description</u>	<u>Current Adjusted Authorized</u>	<u>Requested Action</u>	<u>Revised Adjusted Authorized</u>
<i>Income:</i>				
009 403098	Agency Income	\$ (15,875.00)	\$ -	\$ (15,875.00)
<i>Expenditures:</i>				
010-500100	Personal Service -Perm	\$ 363.00	\$ -	\$ 363.00
018-500106	Overtime	\$ 5,363.00	\$ -	\$ 5,363.00
020-500200	Current Expenses	\$ -	\$ 986.00	\$ 986.00
050-500109	Personnel Services - Temp	\$ 986.00	\$ (986.00)	\$ -
060-500601	Benefits	\$ 1,026.00	\$ -	\$ 1,026.00
070-500705	In-State-Travel	\$ 7,624.00	\$ -	\$ 7,624.00
103-500740	Out-Of-State Travel	\$ 513.00	\$ -	\$ 513.00
	Org 0843 Totals	\$ 15,875.00	\$ -	\$ 15,875.00

### Explanation

The NH Department of Safety incurred current expenses by the Division of Homeland Security and Emergency Management in order to open and operate the Emergency Operation Center. In order to reimburse the Division of Homeland Security and Emergency Management for eligible and approved costs, the appropriation in the Dept of Safety Disasters account needs to be re-aligned. SFY 2014 expenses will be offset by the reimbursement of funds.



Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
March 5, 2014  
Page 2 of 2

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

**Justification:**

Does transfer involve continuing programs or one-time projects? *This transfer will allow a one-time reimbursement of eligible expenses incurred by the Division of Homeland Security and Emergency Management during the February 2013 snowstorm.*

Is this transfer required to maintain existing program level or will it increase the program level? *This transfer will allow reimbursement of eligible expenses to the Division of Homeland Security and Emergency Management.*

Cite any requirements which make this program mandatory. *There are no requirements that make this program mandatory. However, \$986.00 is part of the 75% federal share of the total approved eligible costs awarded to the Department of Safety.*

Identify the source of funds on all accounts listed on this transfer. *100% Agency Income.*

Will there be any effect on revenue if this transfer is approved or disapproved? *No. However, if this transfer is disapproved, the Department of Safety, Division of Homeland Security and Emergency Management will not be reimbursed for eligible current expenses.*

Are funds expected to lapse if this transfer is not approved? *This will result in the Division of Homeland Security and Emergency Management not being reimbursed for eligible current expenses incurred during the declared disaster.*

Are personnel services involved? *No.*

**Accounting Unit 0843 SFY 2014**

Class 50            Decreased to align the state appropriation with the eligible costs incurred during the declared event of February 2013 snowstorm.

Class 20            Increased to align the state appropriation with the eligible costs incurred during the declared event of February 2013 snowstorm.

Respectfully Submitted,

  
John J. Barthelmes  
Commissioner of Safety





# State of New Hampshire

DEPARTMENT OF SAFETY  
 OFFICE OF THE COMMISSIONER  
 33 HAZEN DR. CONCORD, NH 03305  
 603/271-2791

JOHN J. BARTHELMES  
 COMMISSIONER

*ENC# 63*  
*11-20-2013*

October 15, 2013

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

**Requested Action**

Authorize the Department of Safety, Office of the Commissioner, to accept and expend "Disaster FEMA 4105-DR-NH" funds in the amount of \$15,875.00 from the State of New Hampshire, Department of Safety, Division of Homeland Security and Emergency Management, for cost incurred during the declared event of the February 2013 snowstorm. Effective upon Governor and Council approval through June 30, 2014. Funding source: 100% Agency Income.

Funds will be budgeted in an account titled:

02-23-23-231010-08430000 Dept. of Safety Office of the Commissioner Dept. of Safety Disasters  
 Revenue Source: 403098

Class	Description	SFY 2014 Current Appropriation	Requested Action	Revised SFY 2014 Appropriation
<i>Income:</i>				
009 403098	Agency Income	\$0.00	(\$15,875.00)	(\$15,875.00)
<i>Expenditures:</i>				
010-500100	Personal Service - Perm Class	0.00	363.00	363.00
018-500106	Overtime	0.00	5,363.00	5,363.00
050-500109	Personal Service - Temp	0.00	986.00	986.00
060-500601	Benefits	0.00	1,026.00	1,026.00
070-500705	In State Travel Reimbursement	0.00	7,624.00	7,624.00
103-500740	Snow Removal	0.00	513.00	513.00
<b>Org 0843 Totals</b>		<b>\$0.00</b>	<b>\$15,875.00</b>	<b>\$15,875.00</b>

**Explanation**

The NH Department of Safety incurred personnel labor costs at the Division of Homeland Security in order to open and operate the Emergency Operation Center, as well as costs for added patrols by State Police to block roads that were not passable and to provide additional security to protect residents and prevent damage to public and private property. Sanding and snow removal were required for the Department of Motor Vehicle sub-stations for public safety. During the

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
October 15, 2013  
Page 2 of 2

incident period, New Hampshire experienced excessive heavy snow and high wind weather, which resulted in extensive damage throughout Belknap, Carroll, Cheshire, Hillsborough, Merrimack, Rockingham, Strafford, and Sullivan counties. The awarded amount of \$15,875.00 represents the 75% federal share of the total approved eligible costs. These costs were incurred in SFY 2013; however, due to the timing of the award to the Department of Safety, SFY 2014 expenses will instead be offset by the reimbursement of funds.

- Class 010 These funds were used for labor costs incurred responding around Belknap, Carroll, Cheshire, Hillsborough, Merrimack, Rockingham, Strafford, and Sullivan Counties to protect public safety during and after the event.
- Class-018 These funds were used for labor costs incurred responding around Belknap, Carroll, Cheshire, Hillsborough, Merrimack, Rockingham, Strafford, and Sullivan Counties to protect public safety during and after the event.
- Class 050 These funds were used for labor costs incurred responding around Belknap, Carroll, Cheshire, Hillsborough, Merrimack, Rockingham, Strafford, and Sullivan Counties to protect public safety during and after the event.
- Class 060 These funds were used for the benefit costs associated with the above labor expenses.
- Class 070 These funds were used for the operation of state police cruisers around Belknap, Carroll, Cheshire, Hillsborough, Merrimack, Rockingham, Strafford, and Sullivan Counties to protect public safety during and after the event.
- Class 103 These funds were used for snow removal around Carroll, Cheshire, Rockingham, and Strafford Counties to protect public safety during and after the event.

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

Respectfully submitted,

  
John J. Barthelmes  
Commissioner



State of New Hampshire Department of Safety

John J. Barthelmes, Commissioner

Earl M. Sweeney, Assistant Commissioner

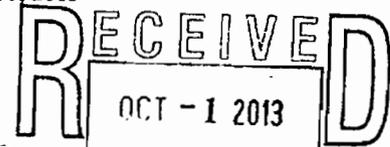
Homeland Security and Emergency Management

Perry Plummer, Director

Steven H. Temperino, Assistant Director



September 30, 2013



Director of Administration,  
NH Department of Safety  
33 Hazen Drive  
Concord, NH 03305

Vendor Code: 177878-B001

GRANTS MGMT. UNIT

Dear Director of Administration:

Enclosed you will find a copy of your Project Application under Disaster ~~FEMA-4105-DR-NH~~, which was declared on March 18, 2013. This disaster declaration resulted in authorizing the Public Assistance Program (CFDA # 97.036) for eligible applicants. A check or direct deposit to your financial account will be sent *separately* for \$15,874,677, representing the Federal share of the total approved eligible costs.

Funding Code: 12320000-500576  
Activity Code: 23DR4105PA

Please read the accompanying documentation very carefully. Attached are: 1) *Project Completion and Certification Report*, which should be dated, signed, and returned to this Agency once all projects are completed; 2) *P.2 - Project Application Grant Report* which list the applicant projects; and 3) *Subgrant Application-Entire Application* for the individual projects. The PW's provide information appropriate for each of the projects.

Also enclosed is a *Public Assistance Fact Sheet*, which may be useful in providing answers on frequently asked questions concerning the Public Assistance Program. To highlight a few issues, applicants have eighteen (18) months from the date of the declaration to complete permanent work on the projects. Any extension requests must be received by this agency sixty (60) days prior to deadline in order to be considered. In addition, the non-federal cost share commitment is being examined at this time.

Please be advised that if the cumulative total amount of federal funds from all granting agencies is \$500,000.00 or greater, you are required to submit an audit report of expenditures on this account to this agency. This procedure is required under the Single Audit Act of 1984 (Rev. 7/96) and OMB Circular A-133. An *Acceptance of Audit Requirements* form is enclosed and needs to be returned. All records on this account must be retained for a minimum of three years.

If there are any questions regarding your current disaster projects, audit requirements, or previous disaster accounts, please contact me for assistance at (603) 223-3655 or 1-800-852-3792. All correspondence should be directed to this office.

Sincerely,

Elizabeth Peck  
State Coordinating Officer

Attachments

Office: 110 Smokey Bear Boulevard, Concord, N.H.  
Mailing Address: 33 Hazen Drive, Concord, N.H. 03305  
603-271-2231, 1-800-852-3792, Fax 603-223-3609  
State of New Hampshire TDD Access: Relay 1-800-735-2964

