



Lori A. Shibinette
Commissioner

Christine L. Santaniello
Associate Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9404 1-800-852-3345 Ext. 9404
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July 20, 2021

The Honorable Ken Weyler, 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 the provisions of RSA 14:30-a, VI, authorize the Department of Health and Human Services, Division of Economic and Housing Stability, Bureau of Family Assistance, to accept and expend federal Supplemental Nutrition Assistance Program (SNAP) funds, in the amount of \$841,483.00 from the U.S. Department of Agriculture, Food and Nutrition Service effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2023, and further authorize the allocation of these funds in the accounts below. 100% Federal Funds.

05-95-045-4500-79930000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, BUREAU OF FAMILY ASSISTANCE, CLIENT SVCS - DFA FIELD SVCS

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Class/Object	Class Title	SFY 22 Budget	Increase (Decrease) Amount	Revised Budget
SFY21				
	General Funds	\$ 12,885,009	\$ -	\$ 12,885,009
000-404171	Federal Funds	\$ 18,352,360	\$ 841,483	\$ 19,193,843
	TOTAL REVENUE	\$ 31,237,369	\$ 841,483	\$ 32,078,852
010-500100	Personal Services Perm	\$ 16,753,129		\$ 16,753,129
018-500106	Overtime	\$ 550,000		\$ 550,000
020-500200	Current Expenses	\$ 166,713		\$ 166,713
022-500248	Rents-leases Other than State	\$ 1		\$ 1
028-582814	Transfer to General Services	\$ 1		\$ 1
030-500321	Equipment New Replacement	\$ 3,000		\$ 3,000
038-509038	Technology-Software	\$ 2,250		\$ 2,250
039-500191	Telecommunications	\$ 30,000		\$ 30,000
040-500800	Indirect Costs	\$ 531,750		\$ 531,750
041-500801	Audit Fund Set Aside	\$ 41,943	\$ 841	\$ 42,784
042-500620	Additional Fringe Benefits	\$ 860,558		\$ 860,558
046-500465	Consultants	\$ 494,160		\$ 494,160
050-500109	Personal Services Temp Appoin	\$ 111,616		\$ 111,616
059-500117	Temp Full Time	\$ 2		\$ 2
060-500601	Benefits	\$ 11,627,245		\$ 11,627,245
070-500700	In State Travel Reimb	\$ 65,000		\$ 65,000
102-500731	Contracts For Program Svcs	\$ 1	\$ 840,642	\$ 840,643
	TOTAL EXPENSES	\$ 31,237,369	\$ 841,483	\$ 32,078,852

EXPLANATION

The U.S. Department of Agriculture, Food and Nutrition Service has made additional funding available for administrative expenses associated with making the necessary enhancements to operationalize the SNAP Pandemic EBT (P-EBT) benefit. Funding was authorized by the *Federal Consolidated Appropriations Act, 2021* and the *Federal Continuing Appropriations Act, 2021 and Other Extensions Act*. New Hampshire's grant amounts under these two acts were not known at the time the budget was constructed. This request is to triage the administrative funds the two Federal Acts provided to New Hampshire to ensure the swift deployment of the P-EBT benefit in conjunction with other upgrades to the New HEIGHTS System.

Funds are being budgeted for Audit costs (Class 041) per state requirements.

Funds are being budgeted in Class 102 (Contracts for Program Services) and will be used for contract amendments to implement the following changes to the New HEIGHTS System:

- Enhancements to enable the P-EBT benefits for eligible children who have temporarily lost access to free or reduced-price school meals due to the pandemic and the provision of P-EBT benefits for

The Honorable Ken Weyler, Chairman
His Excellency, Governor Christopher T. Sununu
Page 3

children in families who meet the criteria for the childcare EBT program as described in New Hampshire's waiver request for children under the age of 6 in households that received SNAP. The activities under this project include collecting each school's instruction model for each month, automatically issuing P-EBT benefits for known New HEIGHTS clients, supporting manual requests via NH EASY and processing benefits for this population and noticing clients and generating reports for financial reconciliation; and

- Partially fund migrating the EBT Invoicing access database to a newer technology to automate the workflow and provide easy access to the stakeholders and to retire to the current MS Access database which no longer meets security standards.

Area served: Statewide

Source of funds: These funds are 100% Federal from the U.S. Department of Agriculture, Food and Nutrition Service.

In the event that these Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Lori A. Shibinette
Commissioner

UNITED STATES DEPARTMENT OF AGRICULTURE
Food and Nutrition Service
GRANT/COOPERATIVE AGREEMENT

1. GRANT/AGREEMENT NO. SAE-ARPA-NERO-NH		2. FEDERAL AWARD DATE	3. IS THIS AN R&D AWARD? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
4. CFDA NUMBER 10:561		5. UNIVERSAL IDENTIFIER NUMBER (DUNS) 011040545		6. FEDERAL AWARD IDENTIFICATION NUMBER (FAIN)
7. FEDERAL AWARING AGENCY USDA - FNS		8. CFDA NAME SNAP State American Rescue		
9. RECIPIENT NAME Department of Health & Human Services 129 Pleasant Street Concord, NH 03301 Contact: Christine Santaniello, Director Division of Economic & Housing Stability		10. ACCOUNTING AND APPROPRIATION DATA		
		11. AMOUNT OF FEDERAL FUNDS OBLIGATED BY THIS ACTION \$334,602.75	12. TOTAL AMOUNT OF FEDERAL FUNDS OBLIGATED \$334,602.75	
		13. TOTAL AMOUNT OF THE FEDERAL AWARD \$334,602.75		
		15. BUDGET APPROVED BY AWARING AGENCY \$334,602.75		
14. PLACE OF PERFORMANCE New Hampshire		16. TOTAL APPROVED COST SHARING/MATCHING (WHERE APPLICABLE) \$0.00	17. INDIRECT COST RATE FOR THE FEDERAL AWARD (PLEASE INCLUDE IF THE DE MINIMIS RATE IS CHARGED) \$0.00	
18. MAIL REQUESTS FOR REIMBURSEMENT TO N/A		19. SPONSOR (SPONSORING FNS PROGRAM) SNAP		
		20. START DATE 03/11/2021	21. END DATE 09/30/2021	
22. FEDERAL AWARD PROJECT DESCRIPTION The Grantee/Cooperator hereby assures and certifies that they will comply with the regulations, policies, guidelines and requirements as they relate to the applications, acceptance, and use of Federal funds for this Federally-assisted project including: 2 CFR Chapter I (Office of Management and Budget Government-wide Guidance for Grants and Agreements) and Chapter II (Office of Management and Budget Guidance) as well as 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards); and any USDA implementing regulations, such as 2 CFR Part 400 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards), 2 CFR Part 415 (General Program Administrative Regulations), 2 CFR Part 416 (General Program Administrative Regulations for Grants and Cooperative Agreements to State and Local Governments), and 2 CFR Part 418 (New Restrictions on Lobbying).				
23. REMARKS Section 110B of the American Rescue Plan Act provides additional SNAP Administrative Funding				
(SIGNATURE OF GRANTEE/COOPERATOR)		(UNITED STATES OF AMERICA)		
(SIGNATURE (Authorized Individual)) <i>Christine Santaniello</i>		(SIGNATURE (Grant Official)) LIZBETH SILBERMANN		(DATE) 05/24/2021
		Digitally signed by LIZBETH SILBERMANN Date: 2021.07.01 14:25:29 -0400		
(NAME (Type)) Christine Santaniello		(NAME (TYPE))		
(TITLE) Director, DEHS, DHHS		(TITLE)		
(TELEPHONE NUMBER) 603-271-5023		(TELEPHONE NUMBER)		

603-271-5023

FNS-529 (05-18) Previous Editions Obsolete

SBU

Electronic Form Version Designed in Adobe 10.0 Version



Food and
Nutrition
Service

1320 Braddock
Place
Alexandria, VA
22314

Date: April 29, 2021

SUBJECT: Supplemental Nutrition Assistance Program (SNAP) –
Disbursement of SNAP State Administrative Expense Funding
Provided by American Rescue Plan of 2021

TO: All SNAP State Agencies
All Regions

Issuing Agency/Office:	FNS/SNAP
Title of Document:	Disbursement of SNAP State Administrative Expense Funding Provided by American Rescue Plan Act of 2021
Document ID:	
Z-RIN:	
Date of Issuance:	April 29, 2021
Replaces:	N/A
Summary:	This memorandum implements Section 1101(b) of the American Rescue Plan Act of 2021, which provides SNAP State agencies with administrative funding to support program administration.
Disclaimer:	The contents of this guidance document do not have the force and effect of law and are not meant to bind the public or FNS in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

Section 1101(b) of the American Rescue Plan Act of 2021 provides an additional \$1.15 billion of appropriated funds for SNAP administrative expenses to assist State agencies in carrying out legislative provisions and administering SNAP. These funds are available at a 100 percent reimbursement rate and will be awarded through the Grant Agreement form (FNS-529). This memorandum provides State agencies with their allocations.

Per the previous memorandum dated March 12, 2021, \$15 million of the appropriated funds are directed to the Secretary of Agriculture for management and oversight of the Program, and the remaining \$1.135 billion shall be obligated to State agencies as grants in fiscal years (FYs) 2021, 2022, and 2023. FNS recognizes that States may not have sufficient time to develop strategies to spend the additional 100 percent administrative funds in FY 2021; therefore, FNS is amending the allocation amounts for each of the fiscal years. FNS will allocate \$245 million to State agencies in FY 2021. In each of the fiscal years 2022 and 2023, FNS will allocate \$445 million to State agencies. States will have a one-year period of performance associated with these funds.

In accordance with the American Rescue Plan Act of 2021, for each FY, 75 percent of each FY's allocated total is allocated to States according to SNAP participation levels, adjusted for participation in disaster programs, and 25 percent is allocated according to SNAP participation increases based on the data reported to FNS for the most recent 12-month period for which data is available. State allocations in the attached chart are based on data from December 2019 through November 2020. States that did not experience SNAP participation increases during the specified timeframe are allocated funds from the 75 percent based on overall participation but are not allocated additional funds from the 25 percent portion of the formula. Attached is a chart listing each State's total allocation.

Although these administrative expenditures will use the same Assistance Listing number as normal SNAP administration funds, 10.561, State agencies will need to track administrative expenditures separately for the American Rescue Plan Act of 2021. Therefore, State agencies will be required to sign and return an FNS-529, as part of the grants award process for FYs 2021, 2022, and 2023. The FNS-529 will include terms and conditions and require State agencies to submit a plan describing how the State proposes to spend the additional 100 percent administrative funding. At a minimum, the plan should include State Administrative Expenses (SAE) cost categories, such as certification, Electronic Benefit Transfer (EBT) issuance, quality control, management evaluation, etc., as well as a description of how funds will be used. State agencies are not required to submit a separate Program and Budget Summary Statement, Part A- Budget Projection (FNS-366A) for the 100 percent funding or revise the FNS-366A for the current fiscal year.

For FY 2022 and FY 2023, States must submit the FNS-529, terms and conditions, and the plan describing how the State is going to use funds, with their State Plans of Operation due to Regional Offices by August 15, as required by 7 CFR 272.2(e). Additionally, State agencies should report expenditures associated with funds provided under the Act on a separate SF-425/778, which FNS will make available within the Food Program Reporting System (FPRS), and must follow the regulations at 7 CFR 272.2(c). This process allows FNS to monitor State administrative costs and the expenditures associated with the American Rescue Plan Act of 2021 funds and properly close the grant award at the end of the period of performance.

Please be aware that these funds are in addition to the 100 percent SNAP SAE funds provided in the Consolidated Appropriations Act of 2021. While available for similar purposes, the two funding streams will be separate awards and require separate reporting.

All SNAP State Agencies
Page 3

State agencies with questions should contact their respective FNS Regional Office representatives.

Sincerely,

**JESSICA
SHAHIN** Digitally signed by
JESSICA SHAHIN
Date: 2021.04.29
09:17:47 -04'00'

Jessica Shahin
Associate Administrator
Supplemental Nutrition Assistance Program

**DAVID
Burr** Digitally signed by
DAVID BURR
Date: 2021.04.29
10:08:49 -04'00'

David G. Burr
Chief Financial Officer
Financial Management

Attachment: SNAP Administrative Funding Allocations Provided by the American
Rescue Plan Act of 2021



United States Department of Agriculture

SNAP Administrative Funding Allocations Provided by the American Rescue Plan Act of 2021

State/Territory	Allocation for Fiscal Year 2021			Allocation for Each Fiscal Year 2022 and 2023		
	Allocation of 75% of Funds	Allocation of Remaining 25%	Total Allocation	Allocation of 75% of Funds	Allocation of Remaining 25%	Total Allocation
Alabama	\$3,110,908.64	\$1,055,634.58	\$4,166,543.22	\$5,650,425.89	\$1,917,377.10	\$7,567,802.99
Alaska	\$338,928.26	\$4,887.31	\$343,815.57	\$615,604.40	\$8,876.95	\$624,481.35
Arizona	\$3,497,354.00	\$282,168.86	\$3,779,522.86	\$6,352,336.85	\$512,510.78	\$6,864,847.64
Arkansas	\$1,534,514.80	\$461,948.57	\$1,996,463.37	\$2,787,179.95	\$839,049.44	\$3,626,229.39
California	\$20,666,377.01	\$3,469,916.98	\$24,136,293.99	\$37,536,888.85	\$6,302,502.27	\$43,839,391.12
Colorado	\$2,213,350.82	\$892,496.16	\$3,105,846.98	\$4,020,167.81	\$1,621,064.46	\$5,641,232.27
Connecticut	\$1,907,849.23	\$0.00	\$1,907,849.23	\$3,465,277.17	\$0.00	\$3,465,277.17
Delaware	\$525,339.47	\$22,921.49	\$548,260.95	\$954,188.01	\$41,632.90	\$995,820.91
District of Columbia	\$640,557.20	\$431,354.00	\$1,071,911.20	\$1,163,461.03	\$783,479.72	\$1,946,940.75
Florida	\$16,260,683.54	\$11,970,342.42	\$28,231,025.96	\$29,534,710.93	\$21,742,050.51	\$51,276,761.44
Georgia	\$6,831,181.40	\$4,805,789.93	\$11,636,971.33	\$12,407,656.01	\$8,728,883.75	\$21,136,539.77
Guam	\$136,975.31	\$0.00	\$136,975.31	\$248,791.89	\$0.00	\$248,791.89
Hawaii	\$796,072.61	\$465,956.16	\$1,262,028.77	\$1,445,927.80	\$846,328.54	\$2,292,256.34
Idaho	\$589,699.18	\$0.00	\$589,699.18	\$1,071,086.27	\$0.00	\$1,071,086.27
Illinois	\$8,832,218.34	\$4,510,009.91	\$13,342,228.25	\$16,042,192.49	\$8,191,650.66	\$24,233,843.15
Indiana	\$2,454,716.92	\$897,041.36	\$3,351,758.29	\$4,458,567.48	\$1,629,320.03	\$6,087,887.50
Iowa	\$1,319,240.55	\$0.00	\$1,319,240.55	\$2,396,171.62	\$0.00	\$2,396,171.62
Kansas	\$838,412.53	\$35,213.07	\$873,625.60	\$1,522,830.92	\$63,958.43	\$1,586,789.35
Kentucky	\$2,259,383.71	\$1,180,945.22	\$3,440,328.93	\$4,103,778.58	\$2,144,982.13	\$6,248,760.71
Louisiana	\$3,504,623.08	\$1,998,958.77	\$5,503,581.85	\$6,365,539.88	\$3,630,761.85	\$9,996,301.73
Maine	\$786,176.96	\$57,377.02	\$843,553.98	\$1,427,954.06	\$104,215.41	\$1,532,169.47
Maryland	\$3,460,529.44	\$2,172,971.45	\$5,633,500.89	\$6,285,451.42	\$3,946,825.70	\$10,232,277.13
Massachusetts	\$4,401,054.75	\$1,627,967.92	\$6,029,022.67	\$7,993,752.50	\$2,956,921.32	\$10,950,673.82
Michigan	\$6,070,522.20	\$2,179,838.13	\$8,250,360.32	\$11,026,050.52	\$3,959,297.82	\$14,985,348.34
Minnesota	\$1,930,768.90	\$741,233.91	\$2,672,002.81	\$3,506,906.77	\$1,346,322.82	\$4,853,229.59
Mississippi	\$1,796,086.36	\$5,400.48	\$1,801,486.84	\$3,262,279.31	\$9,809.03	\$3,272,088.34
Missouri	\$3,021,253.94	\$419,233.47	\$3,440,487.42	\$5,487,583.70	\$761,464.88	\$6,249,048.58
Montana	\$449,862.84	\$0.00	\$449,862.84	\$817,097.82	\$0.00	\$817,097.82
Nebraska	\$634,469.19	\$42,861.71	\$677,330.90	\$1,152,403.23	\$77,850.86	\$1,230,254.09

State/Territory	Allocation for Fiscal Year 2021			Allocation for Each Fiscal Year 2022 and 2023		
	Allocation of 75% of Funds	Allocation of Remaining 25%	Total Allocation	Allocation of 75% of Funds	Allocation of Remaining 25%	Total Allocation
Nevada	\$2,127,566.59	\$612,795.40	\$2,740,361.99	\$3,864,355.64	\$1,113,036.54	\$4,977,392.18
New Hampshire	\$334,602.75	\$0.00	\$334,602.75	\$607,747.85	\$0.00	\$607,747.85
New Jersey	\$3,201,180.53	\$1,333,722.54	\$4,534,903.07	\$5,814,389.13	\$2,422,475.63	\$8,236,864.75
New Mexico	\$2,086,657.55	\$595,054.46	\$2,681,712.01	\$3,790,051.47	\$1,080,813.21	\$4,870,864.68
New York	\$13,569,478.22	\$2,299,088.50	\$15,868,566.71	\$24,646,603.29	\$4,175,895.43	\$28,822,498.73
North Carolina	\$5,793,351.29	\$2,709,110.88	\$8,502,462.17	\$10,522,617.65	\$4,920,629.96	\$15,443,247.61
North Dakota	\$195,833.55	\$23,581.27	\$219,414.82	\$355,697.67	\$42,831.29	\$398,528.96
Ohio	\$6,208,459.46	\$1,313,146.96	\$7,521,606.42	\$11,276,589.63	\$2,385,103.66	\$13,661,693.29
Oklahoma	\$2,858,099.86	\$369,138.54	\$3,227,238.41	\$5,191,242.60	\$670,476.13	\$5,861,718.74
Oregon	\$3,388,997.05	\$1,507,613.03	\$4,896,610.08	\$6,155,525.25	\$2,738,317.55	\$8,893,842.81
Pennsylvania	\$8,605,874.66	\$924,752.41	\$9,530,627.07	\$15,631,078.46	\$1,679,652.34	\$17,310,730.80
Rhode Island	\$770,664.42	\$0.00	\$770,664.42	\$1,399,778.23	\$0.00	\$1,399,778.23
South Carolina	\$2,486,398.64	\$445,014.04	\$2,931,412.68	\$4,516,111.82	\$808,290.80	\$5,324,402.62
South Dakota	\$323,223.63	\$0.00	\$323,223.63	\$587,079.65	\$0.00	\$587,079.65
Tennessee	\$3,720,765.06	\$350,860.00	\$4,071,625.07	\$6,758,124.30	\$637,276.33	\$7,395,400.63
Texas	\$13,926,426.53	\$5,010,006.19	\$18,936,432.72	\$25,294,937.99	\$9,099,807.16	\$34,394,745.15
Utah	\$631,004.84	\$50,168.24	\$681,173.08	\$1,146,110.83	\$91,121.91	\$1,237,232.74
Vermont	\$346,252.79	\$12,729.09	\$358,981.88	\$628,908.12	\$23,120.19	\$652,028.32
Virginia	\$3,215,691.67	\$932,523.24	\$4,148,214.90	\$5,840,746.09	\$1,693,766.69	\$7,534,512.79
Virgin Islands	\$98,239.25	\$24,925.28	\$123,164.53	\$178,434.56	\$45,272.45	\$223,707.01
Washington	\$4,482,743.40	\$1,300,904.25	\$5,783,647.64	\$8,142,125.76	\$2,362,866.90	\$10,504,992.66
West Virginia	\$1,425,413.56	\$0.00	\$1,425,413.56	\$2,589,016.47	\$0.00	\$2,589,016.47
Wisconsin	\$3,036,210.64	\$1,662,565.21	\$4,698,775.84	\$5,514,749.93	\$3,019,761.29	\$8,534,511.23
Wyoming	\$107,752.90	\$39,831.58	\$147,584.47	\$195,714.44	\$72,347.15	\$268,061.60
US	\$183,750,000.00	\$61,250,000.00	\$245,000,000.00	\$333,750,000.00	\$111,250,000.00	\$445,000,000.00