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STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
NH STATE LIBRARY

20 Park Street CONCORD, NEW HAMPSHIRE 03301
Phone: (603) 271-2393 Fax: (603) 271-6826

August 4, 2021

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
and
His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 9:16-c, authorize the Department of Natural and Cultural Resources, State Library to transfer federal funds in the amount of $132,000 for a yearly organizational membership fee effective upon the approval of Fiscal Committee and the Governor and Executive Council through June 30, 2022. 100% Federal Funds.

Funding is available as follows for FY 2022:

03-035-035-343010-25540000 Federal Library Funds

Class-Account	Description	FY 22 Current Adjusted Authorized	Requested Action	Revised FY 22 Adjusted Authorized
000-408053	Federal Funds	($3,584,091)		($3,584,091)
	Total Revenue:	**($3,584,091)**	**$0**	**($3,584,091)**
010-500100	PERSONAL SERVICES PERM CLAS	$632,059		$632,059
018-500106	OVERTIME	$1,000		$1,000
020-500200	CURRENT EXPENSES	$174,794		$174,794
022-500248	RENTS-LEASES OTHER THAN STA	$48,537		$48,537
024-500227	MAINT OTHER THAN BUILD-GRN	$3,294		$3,294
026-500251	ORGANIZATIONAL DUES	$13,544	$132,000	$145,544
028-582814	TRANSFERS TO GENERAL SERVIC	$195,607		$195,607
030-500300	EQUIPMENT NEW REPLACEMENT	$117,176		$117,176
039-500180	TELECOMMUNICATIONS	$4,198		$4,198
040-501587	INDIRECT COSTS	$653,582		$653,582
041-500801	AUDIT FUND SET ASIDE	$9,782		$9,782
042-500620	ADDITIONAL FRINGE BENEFITS	$195,217		$195,217
050-500109	PERSONAL SERVICE TEMP APPOI	$181,105		$181,105
057-500532	BOOKS PERIODICALS SUBSCRIPT	$341,102		$341,102
060-500601	BENEFITS	$404,350		$404,350
070-500702	IN STATE TRAVEL REIMBURSEME	$5,500		$5,500
072-500574	GRANTS FEDERAL	$38,326		$38,326
080-500710	OUT OF STATE TRAVEL REIMB	$14,509		$14,509
102-500731	CONTRACTS FOR PROGRAM SERVI	$522,076	($132,000)	$390,076
103-500736	CONTRACTS FOR OP SERVICES	$26,136		$26,136

211-501530	CATASTROPHIC CASUALTY INS	$2,197		$2,197
	Total Expenses:	**$3,584,091**	**$0**	**$3,584,091**

The following appropriation authorities are being requested:

Class 102 – Contracts for Program Services – Appropriation is being reduced due to projected program service contract expenses being lower than estimated appropriations.

Class 26 – Organizational Dues – Appropriation is being increased to allow for establishment of a yearly membership expense that has been incurred each year and will continue going forward.

EXPLANATION

The Institute of Museum and Library Services (IMLS) Library Services and Technology Act (LSTA) program provides annual funding to each state library based on a formula, and is used for support of statewide library services, programs, and training. This request is to establish needed membership dues appropriations necessary to better align appropriations for program expenses. Online Computer Library Center (OCLC), a global library cooperative that provides shared technology services for our NH libraries through this expense, was previously categorized as part of class 57 (books, periodicals, subscriptions). In 2020, Department of Administrative Services asked that future invoices from this group be classified in 026, organizational dues, to better reflect the nature of the expense. This membership allows the State Library to obtain catalog records and metadata for NHSL collection organization, provide cataloging and metadata for the statewide public library NHU-PAC shared catalog, as well as the ability to request items from other libraries around the world through the WorldShare ILL subscription. The FY 2022 expense of $132,266.78 was approved by Governor and Executive Council on 5/19/2021, Item #1E on the Consent Calendar.

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985.

Justification:

1) Does transfer involve continuing programs or one-time projects? Yes. This transfer involves the continuation of current programs and projects.

2) Is this transfer required to maintain existing program level or will it increase the program level. It is required to maintain the existing program level.

3) Cite any requirements which make this program mandatory. None.

4) Identify the source of the funds on all accounts listed on this transfer. 100% Federal Funds LSTA.

5) Will there be any effect on revenue if this transfer is approved or disapproved? Revenue will not be affected by this transfer.

6) Are funds expected to lapse if this transfer is not approved? No. Federal program funds are carried forward each year.

7) Are personnel services involved? If yes, answer the following: There are no personnel services involved with the transfer request.

Sincerely,

(SM)

Sarah Stewart

Sarah L. Stewart
Commissioner