

70B m/c

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August 24, 2021

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to RSA 9:16-c, this request authorizes the Department of Education, Division of Workforce Innovation, Bureau of Vocational Rehabilitation to transfer Federal grant funds, in the amount of \$2,412,483 in FY22 and \$2,360,000 in FY23 for the support of facilitating client services, effective upon Fiscal Committee and Governor and Council approval through June 30, 2023. 100 % Federal Funds.

Funds to be budgeted as shown below:

FY22
VR Field Program - Federal
Account: 06-56-56-565010-25380000

| <u>Class</u> | <u>Description</u> | <u>FY22 Adjusted Authorized</u> | <u>Requested Action</u> | <u>FY22 Revised Adjusted Authorized</u> |
|--------------------|-----------------------------|---------------------------------|-------------------------|---|
| <u>Income</u> | | | | |
| 000-400374 | Federal Funds | (\$15,035,288.56) | | (\$15,035,289) |
| | | | | |
| <u>Expenditure</u> | | | | |
| 010-500100 | Personal Services Perm | \$2,824,855 | | \$2,824,855 |
| 018-500106 | Overtime | \$40,000 | | \$40,000 |
| 020-500200 | Current Expenses | \$59,106 | | \$59,106 |
| 021-502668 | Food Institutions | \$2,500 | | \$2,500 |
| 022-500248 | Rents-Leases other than Sta | \$430,151 | (\$30,000) | \$400,151 |
| 023-500291 | Heat Electricity | \$100 | | \$100 |
| 024-500225 | Maint Other than Build-Gen | \$100 | | \$100 |

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|------------|-------------------------------|--------------|---------------|--------------|
| 026-500251 | Organizational Dues | \$325 | | \$325 |
| 027-582703 | Transfers to DoIT | \$243,971 | | \$243,971 |
| 029-500290 | Intra-Agency Transfers | \$7,206 | | \$7,206 |
| 030-500301 | Equipment New Replace | \$12,355 | \$30,000 | \$42,355 |
| 037-500174 | Technology-Hardware | \$47,152 | | \$47,152 |
| 038-500177 | Technology-Software | \$64,298 | \$10,000 | \$74,298 |
| 039-500191 | Telecommunication | \$74,408 | | \$74,408 |
| 040-500800 | Indirect Costs | \$405,417 | | \$405,417 |
| 041-500801 | Audit Fund Set Aside | \$14,150 | | \$14,150 |
| 042-500620 | Additional Fringe Benefits | \$336,506 | | \$336,506 |
| 046-500464 | Consultants | \$10,000 | | \$10,000 |
| 050-500109 | Personal Services Temp Ap | \$361,473 | | \$361,473 |
| 060-500601 | Benefits | \$1,916,068 | | \$1,916,068 |
| 066-500546 | Employee Training | \$27,191 | \$25,000 | \$52,191 |
| 070-500704 | In State Travel Reimburse | \$85,000 | | \$85,000 |
| 072-500577 | Grants Federal | \$500,000 | (\$500,000) | \$0 |
| 080-500710 | Out of State Travel Reimb | \$100 | | \$100 |
| 085-588527 | Interagency xfr Out of Fed Fn | \$83,811 | \$835,000 | \$918,811 |
| 102-500731 | Contracts for Program Servi | \$2,063,791 | \$1,512,483 | \$3,576,274 |
| 103-500741 | Contracts for Op Services | \$17,000 | | \$17,000 |
| 211-501530 | Catastrophic Casualty Ins | \$5,109 | | \$5,109 |
| 230-500765 | Interpreter Service | \$100,000 | | \$100,000 |
| 603-500933 | VR Clients | \$5,303,149 | (\$1,882,483) | \$3,420,666 |
| | | | | |
| | Total | \$15,035,292 | \$0 | \$15,035,292 |

FY23

VR Field Program - Federal

Account: 06-56-56-565010-25380000

| <u>Class</u> | <u>Description</u> | <u>FY23 Adjusted Authorized</u> | <u>Requested Action</u> | <u>FY23 Revised Adjusted Authorized</u> |
|--------------------|-----------------------------|-------------------------------------|-----------------------------|---|
| <u>Income</u> | | | | |
| 000-400374 | Federal Funds | (\$14,484,146) | | (\$14,484,146) |
| | | | | |
| <u>Expenditure</u> | | | | |
| 010-500100 | Personal Services Perm | \$2,997,776 | | \$2,997,776 |
| 018-500106 | Overtime | \$45,000 | | \$45,000 |
| 020-500200 | Current Expenses | \$61,321 | | \$61,321 |
| 021-502668 | Food Institutions | \$2,500 | | \$2,500 |
| 022-500248 | Rents-Leases other than Sta | \$434,670 | | \$434,670 |

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|------------|-------------------------------|--------------|---------------|--------------|
| 023-500291 | Heat Electricity | \$100 | | \$100 |
| 024-500225 | Maint Other than Build-Gen | \$100 | | \$100 |
| 026-500251 | Organizational Dues | \$350 | | \$350 |
| 027-582703 | Transfers to DoIT | \$281,430 | | \$281,430 |
| 029-500290 | Intra-Agency Transfers | \$7,206 | | \$7,206 |
| 030-500301 | Equipment New Replace | \$10,500 | | \$10,500 |
| 037-500174 | Technology-Hardware | \$51,000 | | \$51,000 |
| 038-500177 | Technology-Software | \$67,016 | | \$67,016 |
| 039-500191 | Telecommunication | \$84,552 | | \$84,552 |
| 040-500800 | Indirect Costs | \$429,247 | | \$429,247 |
| 041-500801 | Audit Fund Set Aside | \$14,515 | | \$14,515 |
| 042-500620 | Additional Fringe Benefits | \$356,194 | | \$356,194 |
| 046-500464 | Consultants | \$10,000 | | \$10,000 |
| 050-500109 | Personal Services Temp Ap | \$372,317 | | \$372,317 |
| 060-500601 | Benefits | \$2,021,819 | | \$2,021,819 |
| 066-500546 | Employee Training | \$25,000 | \$25,000 | \$50,000 |
| 070-500704 | In State Travel Reimburse | \$85,000 | | \$85,000 |
| 072-500577 | Grants Federal | \$500,000 | (\$500,000) | \$0 |
| 080-500710 | Out of State Travel Reimb | \$100 | | \$100 |
| 085-588527 | Interagency xfr Out of Fed Fn | \$55,000 | \$835,000 | \$890,000 |
| 102-500731 | Contracts for Program Servi | \$1,249,082 | \$1,500,000 | \$2,749,082 |
| 103-500741 | Contracts for Op Services | \$17,000 | | \$17,000 |
| 211-501530 | Catastrophic Casualty Ins | \$5,351 | | \$5,351 |
| 230-500765 | Interpreter Service | \$100,000 | | \$100,000 |
| 603-500933 | VR Clients | \$5,200,000 | (\$1,860,000) | \$3,340,000 |
| | | | | |
| | Total | \$14,484,146 | \$0 | \$14,484,146 |

The following appropriation authorities are being requested:

Class 22-Rents-Leases other than Sta -Appropriations reduced due to adjustment in programmatic needs
Class 30- Equipment New Replace - Appropriations increased due to the need that allows visual access to documentation for blind staff of the agency.

Class 38- Technology-Software- Appropriations increased due to the need for additional software to accomplish bureau responsibilities.

Class 66- Employee Training- Appropriations increased due to the need for additional training due to quality assurance requirements.

Class 72- Grants Federal- Appropriations decreased due to change in programmatic needs.

Class 85- Interagency xfr Out of Fed Fn- Appropriations increased due to adjustments in MOU with the Bureau of Behavioral Health.

Class 102- Contracts for Program Servi- Appropriations increased due to additional contracts.

Class 603- VR Clients- Appropriation decrease supports the change in program needs.

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EXPLANATION

The Department of Education, Bureau of Vocational Rehabilitation receives a grant award from the U.S. Department of Education as authorized under Title IV of the Workforce Innovation Opportunity Act. This is a formula grant for states to provide Vocational Rehabilitation services to individuals with disabilities to assist them in achieving their employment goals and career pathways. The department has budgeted this grant in two accounting units: 25370000 and 25380000.

The Department has analyzed expense accounts and based on the current rates of expenditures anticipates the need for a transfer of appropriation in some expense accounts. Since the budgeting process occurred the bureau has developed additional contracts to assist with program services and additional appropriation for spending is required.

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?

One-time projects

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

Maintain program level

3) Cite any requirements which make this program mandatory?

RSA 200-C; Title IV of the Workforce Innovation and Opportunity Act; The Rehabilitation Act of 1973

4) Identify the source of the funds on all accounts listed on this transfer?

Federal Funds

5) Will there be any effect on revenue if this transfer is approved or disapproved?

No

6) Are funds expected to lapse if this transfer is not approved?

No

7) Are personnel services involved? If yes, answer the following:

No

The Department has conducted a detailed review of these line items in the budget to ensure that available funds are maximized to the greatest degree possible.

Respectfully Submitted,



Frank Edelblut
Commissioner of Education