



Lori A. Shlabinette
Commissioner

Karen E. Hebert
Director

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

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January 18, 2022

The Honorable Karen Umberger, Chairman
Fiscal Committee of the General Court and

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) administrative funds in the amount of \$740,602 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

05-95-045-4500-24720000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, BUREAU OF FAMILY ASSISTANCE, SNAP ADMIN ARP FUNDS

Class/Object	Class Title	SFY 22 Budget	Increase (Decrease) Amount	Revised Budget
SFY22				
000-403950	Federal Funds	\$ 810,304	\$ 740,602	\$ 1,550,906
	General Funds	\$ -	\$ -	\$ -
	TOTAL REVENUE	\$ 810,304	\$ 740,602	\$ 1,550,906

018-500106	Overtime	\$ -	\$ 17,262	\$ 17,262
041-500801	Audit Fund Set Aside	\$ 809		\$ 809
046-500464	Consultants	\$ -	\$ 723,340	\$ 723,340
102-500731	Payments To Clients	\$ 809,495	\$ -	\$ 809,495
	TOTAL EXPENSES	\$ 810,304	\$ 740,602	\$ 1,550,906

EXPLANATION

U.S. Department of Agriculture, Food and Nutrition Service has granted New Hampshire additional funds for administrative expenses associated with the SNAP program. These grant funds were authorized as part of the *Federal American Recovery Plan Act (ARPA)*.

Funds are being budgeted in Class 018 (Overtime) for the Special Investigation Unit (SIU) to process a high volume of cases. There are 866 referrals pending investigation. Also, in response to a 2021 Integrity Management Evaluation from the U.S. Department of Agriculture, Food and Nutrition Services related to documenting, tracking and reporting investigations, the state is taking corrective action, reviewing approximately 100 cases to ensure dates of determinations are reported accurately and as federally required.

Funds are also being budgeted in Class 046 (Consultants) and will be used for contract amendments to implement the following changes to the New HEIGHTS System:

- If errors are detected, correct them when sending delinquent SNAP debts to the Treasury Offset Program for federal recoupment in compliance with the 120 day federally mandated standard.
- Create a case management platform so that the SIU can track cases electronically and capture important dates, notices, and timelines of events.
- Aggregate data into one report for all outstanding over payment referrals for SNAP only cases to allow for accurate federal reporting and volume assessment.

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

**Division of Economic and Housing Stability
Disbursement of SNAP State Administrative Expense Funding Provided
by American Rescue Plan Act of 2021**

Fiscal Situation: Account 05-95-045-450010-24720000

Agency Income:

Fiscal Year 2021	\$334,602.75
Fiscal Year 2022	\$607,747.85
Fiscal Year 2023	\$607,747.85

Total Funds Available \$1,550,098.45

Prior Fiscal Accept & Expended (\$334,602.75)

Prior Fiscal Accept & Expended (\$474,892.25)

Prior Fiscal Year Expenses (\$809,495.00)

Net Grant Funds Remaining \$740,603.45

This Request \$740,602.00



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
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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

USDA is an Equal Opportunity Provider, Employer and Lender

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