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April 25, 2022

The Honorable Karen Umberger, 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, New Hampshire 03301

**REQUESTED ACTION**

Pursuant to RSA 9:16-c, Authorize the New Hampshire Department of Education (NHED), Division of Learner Support, Bureau of Career Development to transfer funds within an accounting units in the amount of \$14,000 for better use of appropriated Federal Funds. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2022. 100% Federal Funds.

Funds to be budgeted as shown below:

**FY22**  
**CTE Voc Ed – Federal**  
Account: 06-56-56-562010-40260000

<u>Class</u>	<u>Description</u>	<u>FY22 Adjusted Authorized</u>	<u>Requested Action</u>	<u>FY22 Revised Adjusted Authorized</u>
<u>Income</u>				
000-404152	Federal Funds	(\$8,649,252)		(\$8,649,252)
<u>Expenditure</u>				
010-500100	PERSONAL SERVICES PERM CLAS	270,604.00		\$270,604
020-500200	CURRENT EXPENSES	\$10,000		\$10,000
022-500248	RENTS-LEASES OTHER THAN STA	\$25		\$25

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Page 2 of 3

026-500251	ORGANIZATIONAL DUES	\$5,864		\$5,864
027-582703	TRANSFERS TO DOIT	\$27,573		\$27,573
028-582814	TRANSFERS TO GENERAL SERVIC	\$14,968		\$14,968
029-500290	INTRA-AGENCY TRANSFERS	\$15,738		\$15,738
030-500301	EQUIPMENT NEW REPLACEMENT	\$2,500		\$2,500
037-500174	TECHNOLOGY-HARDWARE	\$3,853		\$3,853
038-500177	TECHNOLOGY-SOFTWARE	\$73,700	14,000.00	\$87,700
039-500191	TELECOMMUNICATIONS	\$3,053		\$3,053
040-500800	INDIRECT COSTS	\$35,924		\$35,924
041-500801	AUDIT FUND SET ASIDE	\$7,066		\$7,066
042-500620	ADDITIONAL FRINGE BENEFITS	\$30,343		\$30,343
050-500109	PERSONAL SERVICE TEMP APPOI	\$21,807		\$21,807
060-500601	BENEFITS	\$128,615		\$128,615
066-500546	EMPLOYEE TRAINING	\$3,000		\$3,000
067-500557	TRAINING OF PROVIDERS	\$5,000		\$5,000
070-500704	IN STATE TRAVEL REIMBURSEME	\$8,000		\$8,000
072-509073	GRANTS FEDERAL	\$7,716,725	(14,000.00)	\$7,702,725
080-500710	OUT OF STATE TRAVEL REIMB	\$39,000		\$39,000
085-588546	INTERAGCY XFR OUT OF FED FN	\$170,000		\$170,000
102-500731	CONTRACTS FOR PROGRAM SERVI	\$55,011		\$55,011
211-501530	CATASTROPHIC CASUALTY INS	\$633		\$633
230-500765	INTERPRETER SERVICE	\$250		\$250
	Total	\$8,649,252	\$0	\$8,649,252

### EXPLANATION

The Bureau of Career Development at the New Hampshire Department of Education uses JobsEQ, a web-based labor market data analysis tool to provide up-to-the-minute labor market data to career and technical education (CTE) centers. This adjustment would allow the Bureau of Career Development at NHED to move Federal funds between accounts to cover costs associated with expanding access to the JobsEQ platform for NH CTE Centers and colleges in the Community College System of NH.

This request is being submitted to Fiscal and G&C because the program has already processed \$96,512 in transfers making this \$14,000 request over the allowable threshold of \$100,000.

The following appropriation authorities are being requested:

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Page 3 of 3

<u>Class</u>	<u>Class Description</u>	<u>Explanation</u>
038	Technology- Software	Additional appropriation needed for software requirements to cover expanded access to the JobsEq platform.
072	Grants Federal	Reduce appropriation due to obligations being less than anticipated.

The following is the information specifically required when transfers are requested, in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested actions.

**Justification:**

- 1) **Does this transfer involve continuing programs or one-time projects?**  
This would be a onetime project
- 2) **Is this transfer required to maintain existing program levels or will increase the program level?**  
This transfer increases existing program levels
- 3) **Cite any requirements, which make this program mandatory.**  
N/A
- 4) **Identify the source of funds on all accounts listed on this transfer.**  
100% Federal Funds
- 5) **Will there be any effect on revenue if this transfer is not approved?**  
No
- 6) **Are funds expected to lapse if this transfer is not approved?**  
This transfer avoids funds lapsing.
- 7) **Are personnel services involved?**  
No.

Respectfully submitted,



Frank Edelblut  
Commissioner of Education