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New Hampshire
Department of Agriculture, Markets & Food

Shawn N. Jasper, Commissioner

January 10, 2023

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court *and*

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

REQUESTED ACTION

1. Pursuant to RSA 124:15 and contingent upon approval of Requested Action #2, authorize the Department of Agriculture, Markets & Food, Division of Pesticide Control (NHDAMF) to establish a temporary part-time Agricultural Intern (LG 12) position for the purpose of supporting the Pesticide Certification Program, effective upon Fiscal Committee and Governor and Council approval through June 30, 2023. **100% Federal Funds**
2. Authorize the Department of Agriculture, Markets & Food, Division of Pesticide Control (NHDAMF) to accept and expend a grant award from U.S. Environmental Protection Agency, in the amount of $53,128 for a pesticide multi-purpose grant for support of the pesticide certification program, effective upon Governor and Council approval through June 30, 2023. **100% Federal Funds.**

Funds will be budgeted in FY 2023 as follows:

02-018-018-183010-NEWXXXX, Pesticide Certification Program

CLASS-ACCOUNT	DESCRIPTION	FY 2023 CURRENT MODIFIED BUDGET	FY 2023 BUDGET REQUEST	FY 2023 REVISED BUDGET
000-400338-16	Federal Funds	$ -	$ 53,128	$ 53,128
	Total Funding	$ -	$ 53,128	$ 53,128
020 - 500200	Current Expense	$ -	$ 1,100	$ 1,100
037 - 500174	Technology-Hardware	$ -	$ 10,196	$ 10,196
038 - 500177	Technology-Software	$ -	$ 5,549	$ 5,549
040 - 501587	Indirect Cost	$ -	$ 5,476	$ 5,476
041 - 500801	Audit Fund Set Aside	$ -	$ 53	$ 53
050 - 500109	Personal Service Temp Appoint	$ -	$ 14,800	$ 14,800
060 - 500611	Benefits	$ -	$ 4,979	$ 4,979
066 - 500543	Employee Training	$ -	$ 2,850	$ 2,850
070 - 500704	In State Travel	$ -	$ 8,125	$ 8,125
	Total Expense	$ -	$ 53,128	$ 53,128

Office of Commissioner 25 Capitol Street PO Box 2042 Concord, NH 03302-2042
www.agriculture.nh.gov/divisions (603) 271-3551 Fax: (603) 271-1109
TDD Access: Relay NH 1-800-735-2964

EXPLANATION

The New Hampshire Department of Agriculture, Markets & Food (DAMF), in fulfilling its responsibilities under the Pesticides Controls statute (RSA 430:50) to review pesticide activity with consideration of the protection of human health and the environment and to receive and allocate federal funds for carrying out such functions. Through this federal grant DAMF will up-grade its pesticide examination hardware and software; and conduct outreach relative to the proper use of pesticides by certified pesticide applicators.

Funds are to be budgeted as follows:

Class 020 – Current Expenses - $1,100. Funds to be used for scanner paper, ink cartridge, and outreach material including posters, handbook, flip chart, pens, notepaper, clip board, tape, tacks, paper towels, masks, gloves, cleaner, file folders, file box and related shipping and handling.
Class 037 – Technology Hardware – $10,196. Funds to be used to upgrade desktop hardware (computer and scanner).
Class 038 – Technology Software - $5,549. Funds to be used to upgrade examination software.
Class 040 – Indirect Costs – $5,476. Funds used to recover central services cost.
Class 041 – Audit Fund Set-Aside - $53. 0.1% of federal funds payable to DAS for audit fees per RSA124:16.
Class 050 – Personal Service Temp Appoint – $14,800. Funds to establish a temporary part-time paid internship.
Class 060 – Benefits – $4,979. Funds used for benefits to cover the internship.
Class 066 – Employee Training - $2,850. Funds used for software upgrade training and installation.
Class 070 – In State Travel - $8,125. Funds used for internship in-state travel.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

1) List of personnel involved: One part-time Agricultural Intern Position # TMPPTxxxx, Labor Grade 12

2) Nature, Need, and Duration: The position is associated with the grant proposal to provide outreach that is particularly helpful with providing information about regulatory changes. The duration is estimated at twenty-six weeks.

3) Relationship to existing agency programs: Direct relationship with existing pesticide regulatory program.

4) Has a similar program been requested of the legislature and denied? No.

5) Why wasn't funding included in the agency's budget request? This proposal is in response to a recent restructuring of an existing grant.

6) Can portions of the grant funds be utilized? Not without approval.

7) Estimate the funds required to continue this position(s): Not applicable. This position will not be continued once grant funding is exhausted.

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

Respectfully submitted,

Shawn N. Jaspe

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Commissioner

U.S. ENVIRONMENTAL PROTECTION AGENCY

Assistance Amendment

GRANT NUMBER (FAIN): 00A00336 MODIFICATION NUMBER: 3 PROGRAM CODE: AA	DATE OF AWARD 04/23/2020
TYPE OF ACTION No Cost Amendment	MAILING DATE 04/23/2020
PAYMENT METHOD: ASAP	ACH# 10219

RECIPIENT TYPE:
State

Send Payment Request to:
U.S. EPA RTP-Finance Center

RECIPIENT:
New Hampshire D.O.A.M. & F.
25 Capitol Street
Concord, NH 03302-2042
EIN: 02-6000618

PAYEE:
New Hampshire D.O.A.M. & F.
25 Capitol Street
Concord, NH 03302-2042

PROJECT MANAGER	EPA PROJECT OFFICER	EPA GRANT SPECIALIST
David Rousseau 25 Capitol Street Concord, NH 03302-2042 **Email:** David.Rousseau@agr.nh.gov **Phone:** 6032713640	Andrea Szylvian 5 Post Office Square, Suite 100, 05-4 Boston, MA 02109-3912 **Email:** Szylvian.Andrea@epa.gov **Phone:** 6179181198	Trevor Tavano Grants Management Branch, 05-5 **Email:** Tavano.Trevor@epa.gov **Phone:** 6179181235

PROJECT TITLE AND EXPLANATION OF CHANGES

New Hampshire Pesticide Outreach Program

Amendment #3 approves a Time Extension through 12/31/2023 for New Hampshire Department of Agriculture, Markets & Food. All Terms and Conditions remain unchanged, and in full force and effect.

BUDGET PERIOD	PROJECT PERIOD	TOTAL BUDGET PERIOD COST	TOTAL PROJECT PERIOD COST
01/01/2020 - 12/31/2023	01/01/2020 - 12/31/2023	$53,128.00	$53,128.00

NOTICE OF AWARD

Based on your Application dated 10/22/2019 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards $0.00. EPA agrees to cost-share 100% of all approved budget period costs incurred, up to and not exceeding total federal funding of $53,128.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.

ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)	AWARD APPROVAL OFFICE
ORGANIZATION / ADDRESS	ORGANIZATION / ADDRESS
U.S. EPA, Region 1 , EPA New England 5 Post Office Square, Suite 100 Boston, MA 02109-3912	U.S. EPA, Region 1, EPA New England R1 - Region 1 5 Post Office Square, Suite 100 Boston, MA 02109-3912

THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY

Digital signature applied by EPA Award Official Trevor Tavano - Grants Management Specialist	DATE 04/23/2020