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New Hampshire Fish and Game Department

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Headquarters: (603) 271-3421
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Scott R. Mason
Executive Director

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September 5, 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

Pursuant to RSA 14:30-a, VI, authorize the New Hampshire Fish and Game Department (NHFGD), to accept and expend $131,726 of American Rescue Plan (ARP) State and Local Fiscal Recovery Funds (SFRF) from the Department of Environmental Services (DES) for the purpose of continuing a temporary full time staff member to provide assistance in permit application review, effective upon Fiscal Committee and Governor and Council approval through June 30, 2024. **Funding Source: 100% Federal Fund Transfer from Other Agency.**

Funds to be budgeted as follows:

ARPA Project Review						
03-75-75-751520-24750000						
Fiscal Year 2024						
Class	**Expense Account**	**Class Description**	**Revenue Account**	**Current Budget**	**Requested Change**	**Adjusted Budget**
000		FEDERAL FUNDS	400338-16	758,855	0	758,855
00D		FEDERAL FUNDS TRANSFER FROM OTHER AGENCY	488544-69	75,058	131,726	206,784
Total				**833,913**	**131,726**	**965,639**
Expense						
020	500200	CURRENT EXPENSES		8,472	884	9,356
030	500311	EQUIPMENT		5,591	500	6,091
039	500191	TELECOMMUNICATIONS		2,228	450	2,678
040	500800	INDIRECT COST		148,667	0	148,667
041	500801	AUDIT FUND SET ASIDE		1,047	0	1,047
059	500117	TEMPORARY FULL TIME		412,559	80,078	492,637
060	500612	BENEFITS		251,099	49,514	300,613
070	500704	IN STATE TRAVEL		2,625	300	2,925
080	500719	OUT OF STATE TRAVEL		1,625	0	1,625
Total				**833,913**	**131,726**	**965,639**

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

His Excellency, Governor Christopher T. Sununu
and the Honorable Council

EXPLANATION

Pursuant to US Treasury 31 CFR Part 35, RIN 1505-AC77, the Coronavirus State Fiscal Recovery Fund established under the American Rescue Plan Act includes New Hampshire State funding for Water and Sewer Infrastructure Projects. Part of the process for Water and Sewer Infrastructure Projects requires review of alteration of terrain, wetlands, and shoreland permit applications submitted to the DES by NHFGD for impact on protected wildlife. DES has requested administrative funds to support the increased administrative load this will create for NHFGD. NHFGD will use these funds to continue funding for a temporary full time staff member to help ensure timely performance of consultations and review of permit applications for protected wildlife by NHFGD for Water and Sewer Infrastructure Projects.

Previously, the Fiscal Committee (June 8, 2021, FIS 21-138) and Governor and Council (June 16, 2021, Item 101) authorized the Department of Environmental Services to enter into a Memorandum of Agreement with NH Fish and Game for Fiscal Years 2022-2025 as well as for the Department of Environmental Services to accept and expend funds for purposes described in this request. Also, Fiscal Committee (June 18, 2021, Item FIS 21-156) and Governor and Council (June 16, 2021, Item 90) authorized the establishment of position 9T3101 and budgets for FY 2022 and 2023. These items were extended through the Department of Administrative Services consolidated request approved by Fiscal Committee (May 14, 2023, FIS 23-166) and Governor and Council (May 31, 2023, Item 160). This request is to budget expenses for Fiscal Year 2024.

Funds are being budgeted as follows:

Class 020 – Current Expenses – to purchase office supplies, paper and printer ink for staff.
Class 030 – Equipment – to purchase office equipment.
Class 039 – Telecommunication – phones and phone lines for staff.
Class 059 – Temporary Full Time – to continue funding an existing position for a Biologist I, 9T3101.
Class 060 – Benefits – to continue funding the associated benefits for an existing position for Biologist I, 9T3101.
Class 070 – In State Travel – to pay for mileage incurred for work related activities.

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

Respectfully submitted,

Scott R. Mason
Executive Director

Kathy Ann LaBonte
Chief, Business Division

2021 MAY 27 AM 9:35 RCVD

The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner

May 27, 2021

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
Concord, NH

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

REQUESTED ACTIONS

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Environmental Services (NHDES) to accept and expend $50,000,000 in federal funds from the American Rescue Plan Act of 2021 (ARPA) to fund investments in drinking water, and wastewater infrastructure, effective as of July 1, 2021 through June 30, 2023, upon Fiscal Committee and Governor & Council approval. Funding is 100% Federal Funds. The Budget Table is shown on page 2 of this request.

2. Pursuant to the provisions of RSA 124:15,I, authorize NHDES to establish seven full time temporary positions effective as of July 1, 2021 through June 30, 2023, upon Fiscal Committee and Governor & Council approval. The positions were approved by the Division of Personnel on April 29, 2021. A copy of the approval documentation is attached.

Classification Title	Position #	Labor Grade	Salary Range
Business Aministrator II	9T3089	24	$48,769 - $68,952
Accountant II	9T3091	18	$38,200 - $52,845
Civil Engineer III	9T3092	24	$48,769 - $68,952
Env Program Manager	9T3093	27	$55,555 - $79,170
Environmentalist III	9T3094	23	$46,761 - $65,949
Environmentalist III	9T3095	23	$46,761 - $65,949
Sanitary Engineer III	9T3097	31	$65,949 - $94,867

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ARPA Program
03-44-44-440010-24xx[1]
Fiscal Years 2022-2023

Class	Budget Category	Current Budget	Requested Action	Revised Budget
Income				
000-40xxxx	Federal Funds	$0	($50,000,000)	($50,000,000)
Expenditures				
18-500106	Overtime	0	40,000	40,000
20-500200	Current Expense	0	24,937	24,937
22-500255	Bldg Rent-Other than State	0	3,700	3,700
24-500225	Maint. Other than Bldg/Grnds	0	3,000	3,000
27-582703	Transfers to DOIT	0	88,740	88,740
28-582814	Transfers to General Services	0	63,396	63,396
30-500321	Equipment	0	28,171	28,171
37-500174	Technology-Hardware	0	19,380	19,380
38-500175	Technology Software	0	12,360	12,360
39-500188	Telecommunications	0	17,549	17,549
40-500800	Indirect Costs	0	149,349	149,349
41-500801	Audit Set-Aside	0	50,000	50,000
42-500620	Additional Fringe Benefits	0	75,555	75,555
46-500463	Consultants	0	300,000	300,000
50-500109	Temporary Personnel	0	591,004	591,004
59-500117	Full Time Temporary	0	814,694	814,694
60-500601	Benefits	0	776,426	776,426
66-500544	Employee Training	0	6,800	6,800
70-500705	In-State Travel	0	9,500	9,500
72-500574	Grants – Federal	0	36,260,000	36,260,000
80-500710	Out of State Travel	0	3,500	3,500
85-588581	Interagency Grants	0	161,939	161,939
102-500731	Contracts - Program Services	0	500,000	500,000
301-5040xx	Loans	0	10,000,000	10,000,000
	Total	$0	$50,000,000	50,000,000

[1]All direct program costs will be accounted for using activity 00FRF602WB4401A and all administrative and indirect costs will be accounted for using activity 00FRF602WB4401Z.

3. Subject to approval of Item #1, authorize the Department of Environmental Services to enter into a Memorandum of Agreement with the NH Department Fish and Game (VC# 311244-B001) in an amount of not to exceed $293,665 to provide funding for one position to assist with timely protected wildlife reviews related to NHDES infrastructure permits, effective as of July 1, 2021 through December 31, 2024, upon Governor & Council approval, predicated on the future extension of funding by the Fiscal Committee and Governor & Council beyond June 30, 2023. 100% Federal Funds.

   Funding is available in the account as follows with the authority to adjust encumbrances in each of the State Fiscal Years through the Budget Office, if needed and justified. Funding for FY22-25 is contingent upon continuing appropriation and availability of funds.

	FY 22	FY23	FY24	FY25
03-44-440010-24xx-085-588575	$78,506	$83,433	$87,109	$44,617

Dept of Environmental Services, ARPA Program, Interagency Federal Fund Grants

EXPLANATION

The American Rescue Plan Act (ARPA) of 2021, is a $1.9 trillion economic stimulus bill passed by the 117th United States Congress and signed into law by President Biden on March 11, 2021, to speed up the United States' recovery from the economic and health effects of the COVID-19 pandemic and the ongoing recession.

The Act defines eligible uses of the state and local funding, including responding to public health emergency, responding to workers performing essential work during the COVID -19 emergency, providing revenue relief to states and making investments in water, sewer and broadband infrastructure.

Based on planning between the Department, legislative leadership, and the Governor's Office, a portion of the ARPA funds have been initially allocated to NHDES to invest in the drinking water and wastewater infrastructure of New Hampshire. This initial appropriation will allow NHDES to stand up the program by having the necessary staff in place to manage the infrastructure program and begin to award grant funding to entities. NHDES is developing a detailed use plan for the ARPA funds based on interim guidance from the US Treasury Department.

Some of these funds will be allocated to the Fish & Game Department to enable these agencies to work collaboratively with NHDES to achieve the primary goal of facilitating necessary water and sewer infrastructure improvements by providing support to help ensure timely processing of statutorily required protected threatened and endangered species consultations for associated land resource management permits.

Current staffing resources are not sufficient to deal with these new responsibilities given the magnitude of the funds being awarded for major drinking water and wastewater infrastructure projects, as grants, loans, and contracts and extensive financial and compliance monitoring being placed on NHDES to comply with federal transparency requirements.

NHDES is requesting to budget these funds as shown below:

Class 018 To cover the cost for overtime for personnel.

Class 020 To cover costs for public outreach, postage, office supplies, field supplies, and vehicle use.

Class 022 To cover costs for rented office equipment.

Class 024 To cover repairs of field equipment and other instrumentation.

Class 027 To cover costs for Department of Information Technology services.

Class 028 To cover costs for state office building rent and related services.

Class 030 To cover costs for office and field equipment.

Class 037 To cover the costs for computers for new staff.

Class 038 To cover the costs for software for new staff.

Class 039 To cover the costs of telecommunications.

Class 040 To cover the program share of statewide indirect costs.

Class 041 To cover the cost of Audit Set-Aside charges related to the federal program

Class 042 To cover the program share of additional fringe benefit costs.

Class 046 To cover the cost of outside engineering firms to assist with major projects

Class 050 These funds are available in support of expanded or new program activities not previously budgeted. Employee support from existing NHDES programs will be used to conduct activities under this program. FAQ 48 from US Treasury states that payroll and benefits of employees managing new grant programs established with FRF is an allowable use, therefore, these funds will be used to supplant funding for the following positions, which are currently budgeted.

Position #	Title	Account 03-44-44-	Funding Mix	Amount
9T2909	Aministrator III	444010-7428	100% Other	$ 31,346
9T2912	Env Technician III	444010-7428	100% Other	26,155
9T2913	Sanitary Engineer III	444010-7428	100% Other	42,570

9T2983	Administrator III	444010-8873	100% Other	25,448
9T2985	Environmentalist IV	444010-8873	100% Other	65,016
40492	Hydrogeologist IV	444010-8893	100% Other	32,018
9T2655	Administrator IV	444010-8893	100% Other	35,588
9T2669	Civil Engineer VI	444010-8893	100% Other	34,174
41225	Administrator III	441018-4718	100% Federal	40,341
19124	Administrator IV	441018-4790	100% Other	43,108
19868	Env. Program Manager	441018-4790	100% Other	32,437
18324	Administrator III	441018-2002	100% Federal	50,954
12051	Civil Engineer VI	441018-4788	100% Other	34,180
12130	Sanitary Engineer III	441018-4788	100% Other	32,766
12114	Environmentalist IV	442010-7602	100% Federal	45,014
30001	Env Program Manager	442010-3642	100% Federal	19,889
			TOTAL	$ 591,004

Funding in the amount of $591,004 which is budgeted for the current positions, will either be lapsed or closed to control resulting in a net zero increase in budgeted funds.

Class 059	To cover the costs for the seven full-time temporary positions for coordination and execution of NHDES's management of investments in drinking and clean water infrastructure projects.
Class 060	To cover benefits for full-time and part-time personnel.
Class 066	To cover costs for employee training.
Class 070	To cover instate travel to project sites and outreach/public meetings.
Class 072	To cover grants to entities for infrastructure projects.
Class 080	To cover out-of-state technical training travel costs for staff.
Class 085	To cover costs associated with F&G assistance being provided to the department with permitting of projects.
Class 102	To cover costs for cybersecurity assessments and analysis.
Class 301	To cover the cost of loans for drinking & clean water infrastructure projects.

The following is intended to address the seven questions required by the Fiscal Committee with respect to the acceptance of federal and other funds in which new positions are established or extended:

1. ***List All Personnel by Classification, Labor Grade, and Salary:*** Seven fulltime, temporary positions as listed below:

   - **Business Administrator II** (LG 24, $48,769 - $68,952) to oversee all accounting and reporting activities of the American Rescue Plan Act (ARPA) program. This position will also research and ensure

compliance with all federal ARPA requirements, set up budgets, complete cash flows, fiscal and/or G&C requests as well as oversee the staff processing and reviewing transactions. This position will also review amortization schedules and final loan/grant documents to ensure correctness.

- **Accountant II** (LG 18, $38,200 - $52,845) to process transactions related to the ARPA program and prepare supporting financial reports, calculate income drawdowns, and maintain detailed financial records for this program. This includes but is not limited to reconciliation of subsystems to NHFIRST, calculate and prepare draws for expenditure reimbursement; analyze, audit and ensure accurate grant records and proper authorizations; prepares, processes and maintains all contract payments, disbursement requests, deposits and transfers of expenditures as necessary.

- **Civil Engineer III** (LG 24, $48,769 - $68,952) to review wastewater infrastructure engineering plans and perform oversight of the permitting and construction of wastewater infrastructure. This position would also be responsible for ensuring wastewater infrastructure projects are designed and constructed in accordance with applicable state statutes and rules. This position will provide support to the senior staff in the Design Review and Construction Management sections of the Wastewater Engineering Bureau.

- **Environmental Program Manager** (LG 27, $55,555 - $79,150) to provide project management and administration of the funds provided to communities for the planning, design and construction of wastewater infrastructure projects, in conjunction with loans funded under the Clean Water State Revolving Fund (CWSRF) program. Responsibilities to include, but not limited to, soliciting and processing project applications, funding agreements, and disbursements. This position will work closely with CWSRF staff of the Wastewater Engineering Bureau.

- **Environmentalist III** (LG 23, $46,761 - $65,949) to provide reviews of grant and loan programs associated with ARPA to ensure compliance with state and federal laws, rules and policies, relative to stormwater and hazard resilience projects. Responsibilities include performing review of funding applications and analyzing their scope of work, budget and project content to determine completeness and eligibility, and recommending appropriate action. This position would also be responsible for providing technical assistance to federal and state agencies, funding recipients, municipalities, community groups and individuals.

- **Environmentalist III** (LG 23, $46,761 - $65,949) to provide reviews of grant and loan programs associated with ARPA to ensure compliance with state and federal laws, rules and policies. Responsibilities include performing review of funding applications and analyzing their scope of work, budget and project content to determine completeness and eligibility, and recommending appropriate action. This position would also be responsible for providing technical assistance to federal and state agencies, funding recipients, public water systems and municipal groups and individuals.

- **Sanitary Engineer III** (LG 31, $63,999-$88,101) to review water supply infrastructure engineering plans and oversight of the permitting and construction of water supply infrastructure funded by ARPA. This position would also be responsible for reviewing applications for grants and loans and management of awarded grants and loans related to the work funded by ARPA.

2. ***Explain the Nature, Need, and Duration of the Program:*** The American Rescue Plan Act of 2021 is providing funds to states through the Coronavirus State Fiscal Recovery Fund to assist states with the economic impacts of the pandemic. To this end, this portion of those funds is earmarked for water and sewer infrastructure improvement investments. The program runs through December 31, 2024.

3. **What is the Relationship to Existing Programs?**
The ARPA funds will complement the exisiting Clean Water and Drinking Water State Revolving Fund programs as well as the Drinking Water/Ground Water Trust Fund in providing grants/loans for water and sewer infrastructure improvements.

4. ***Has a Substantially Similar Program been Requested of the Legislature and Denied?*** No.

5. ***Why was this Program and Its Funding Not Included in the Operating Budget?*** The federal grant funds were not available at the time the department created its FY22/23 Operating budget request. Mangement of the overall ARPA funds is being coordinated through GOEFFR.

6. ***Can any Portion of the Funds Be Utilized if Either, None, or Only Part of the Positions are Authorized?*** No, the contracts, loans and grant portions of the requested funding could not be effectively awarded without approval of the positions. Current staff resources would preclude timely review and processing of work scope authorizations, reports, engineering plans and loan/grant applications. Current staffing is not sufficient to allow timely execution of the work required under the federal requirments.

7. ***What is the Estimate of the Amount of Funding Required to Continue the Positions in Future Years?*** It is anticipated that the positions are likely to continue until the ARPA funding expires on December 31, 2024. The estimated cost of these positions in FY 24/25 is $910,541.

We respectfully request your approval of these items.

Robert R. Scott, Commissioner
NH Department of Environmental Services

SUPPLEMENTAL JOB DESCRIPTION

CLASSIFICATION: Business Administrator II

FUNCTION CODE: 1262-440

POSITION TITLE: Business Administrator II

DATE ESTABLISHED: 4/27/21

POSITION NUMBER: 9T3089

DATE OF LAST AMENDMENT:

SCOPE OF WORK: Plans and oversees the fiscal and budgetary activities of the American Rescue Plan Act (ARP) within the Administrative Services Unit, Grants Management Section, and with guidance from the Business Administrators of the State Revolving Fund (SRF) and Fund Accounting Sections.

ACCOUNTABILITIES:

- Plans and develops the financial and administrative functions for the multiple American Rescue Plan federal programs.
- Establishes procedure manuals and reporting formats for the accounting activities and internal controls of the federal programs.
- Plans and prepares the state and federal budget, including creating cash flows and expenditure projections.
- Researches federal, state, and agency requirements and guidelines and presents solutions and goals to maintain the efficiency and financial stability of ARP.
- Reviews the preparation of federal financial reports, federal fund drawdown reports and other related reports to ensure federal and state requirements are met.
- Reviews Governor & Council and Fiscal Committee requests to accept and budget funds and makes necessary budget adjustments to ensure efficient fiscal operations.
- Evaluates the work efforts of the Accountant IV including responsibility for training and performance evaluations.
- Continually seeks to improve practices to add quality and value in support of the Department's mission while identifying and eliminating unnecessary or redundant actions.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with a major study in accounting, business administration, or public administration. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Five years' professional experience in accounting or business administration involving fiscal management, including two years of supervisory or administrative experience. Each additional year of approved work experience may be substituted for one year of required formal education.

License/Certification: None required.

PREFERRED WORK TRAITS: Knowledge of the principles, methods and techniques of business management. Knowledge of public administration including budget preparation, personnel administration, purchasing and accounting activities. Knowledge of the rules, regulations, procedures, and practices of the agency concerned. Knowledge of office management and the preparation and negotiation of leases and contracts. Ability to prepare and supervise preparation of budgetary and purchasing requests. Ability to express ideas clearly and concisely. Ability to establish and maintain successful working relationships with subordinates and the public. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority.

DISCLAIMER STATEMENT: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to the position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES: I have reviewed the content of this supplemental job description with my supervisor.

Employee's Name	Employee's Signature	Date Reviewed

Supervisor's Name and Title: S. Ireland, Business Administrator III
I have discussed the work responsibilities outlined by this supplemental job description with the above employee.

Supervisor's Signature	Date Reviewed
Agency Human Resources	Date Approved/Revised
Appointing Authority's Signature	Date Reviewed/Approved

Reserved for DOP and Designees Only

Janice Day	4/27/21
Division of Personnel	Date Approved

SUPPLEMENTAL JOB DESCRIPTION

CLASSIFICATION: Accountant II

FUNCTION CODE: 0042-440

POSITION TITLE: Accountant II

DATE ESTABLISHED: 4/27/21

POSITION NUMBER: 9T3091

DATE OF LAST AMENDMENT:

SCOPE OF WORK: Develops accounting methods for the preparation of federal financial reports and the calculation of income drawdowns, and maintains financial records within the Administrative Services Unit, Grants Management Section.

ACCOUNTABILITIES:

- Reconciles, analyzes and audits monthly expenditures of the Section's accounts on data systems such as NHFIRST and Oracle and ensures accurate grant records and proper authorization of expenditures.
- Tracks and prepares necessary documents to transfer expenditures, and makes adjustments to ensure accurate fund balances. Performs program tracking within accounts and prepares monthly reports to program managers.
- Calculates and prepares Automated Standard Application for Payment (ASAP) and related forms to drawdown federal funds to cover expenses in multiple American Rescue Plan (ARP) programs on a timely basis.
- Prepares, processes, and maintains all contract payments for the department's federal programs.
- Processes payment requests to loan and grant recipients for all programs to ensure timely disbursement of funds. Creates, updates and maintains loan, grant and contract folders for all programs. Enters the disbursements into the Loan and Grant Tracking System and NHFIRST.
- Prepares deposits for payments received in the ARP program to ensure timely allocation of funds. Enters the deposits into the Loan and Grant Tracking System and NHFIRST.
- Assists Program Managers and the Accountant IV with financial and budgetary reports as well as preparation of the biennial budget. Computes and compiles financial data to satisfy reporting requirements, preparing periodic financial and budgetary reports for federal agencies and program staff using the appropriate forms.
- Transfers and processes bi-weekly payroll expenditures to correctly allocate the Section's accounts, including coding, allocating time, and creating reports as required.
- Communicates with and provides guidance to diverse program managers to resolve fiscal and accounting problems or issues in accordance with state procedures and guidelines.
- Continually seeks to improve practices to add quality and value in support of the Department's mission while identifying and eliminating unnecessary or redundant actions.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with major study in accounting or business administration. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Two years' experience in accounting or auditing work, including some experience in a supervisory capacity. Each additional year of approved work experience may be substituted for one year of required formal education.

License/Certification: None required.

PREFERRED QUALIFICATIONS: Prior experience with NHFIRST is preferred. Advanced proficiency with Microsoft Outlook, Excel and Word.

PREFERRED WORK TRAITS: Ability to be flexible, multi-task, adapt quickly to changes in priorities, pay attention to detail, and establish and maintain effective working relationships with NHDES employees, staff at other state agencies, and customers.

DISCLAIMER STATEMENT: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to the position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES: I have reviewed the content of this supplemental job description with my supervisor.

Employee's Name	Employee's Signature	Date Reviewed

Supervisor's Name and Title: Accountant IV

I have discussed the work responsibilities outlined by this supplemental job description with the above employee.

Supervisor's Signature	Date Reviewed
Agency Human Resources	Date Approved/Revised
Appointing Authority's Signature	Date Reviewed/Approved

Reserved for DOP and Designees Only

Janice Day	4/27/21
Division of Personnel	Date Approved

SUPPLEMENTAL JOB DESCRIPTION

CLASSIFICATION: Civil Engineer III **Function Code:** 2023-442

POSITION TITLE: Wastewater Project Engineer **Date Established:** 4/27/21

POSITION NUMBER: 9T3092 **Date of Last Amendment:**

SCOPE OF WORK: Monitors and reviews engineering projects in the Design Review Section as a project engineer for the Wastewater Engineering Bureau, serving municipally-owned wastewater treatment facilities (WWTFs) and collections systems.

ACCOUNTABILITIES:

- Reviews pollution abatement design plans for projects including, but not limited to, those involving collection, treatment and disposal of sewage or storm water to ensure conformance with agency rules and policies.
- Reviews sewer connection permit applications for projects submitted in accordance with Env-Wq 700 Standards for Design and Construction for Sewerage and Wastewater Treatment Facilities.
- Supervises the inspection and monitoring of construction projects and the preparation of project records which document the quality and quantity of the completed construction.
- Writes technical reports for project development, develops relevant Fact Sheets, and reviews Operation and Maintenance Manuals.
- Updates, maintains and evaluates data submitted by municipalities and used by the bureau to ensure permit compliance and to evaluate operational measures.
- Conducts inspections of regulated entities to verify information submitted in applications and gather additional information required to develop permits.
- Provides input for programs and policies to assist communities with sustainability initiatives and programs for their wastewater infrastructure through the implementation of improvements in asset management, energy efficiency, climate resiliency, flood protection and emergency response.
- Collaborates with wastewater infrastructure owners, professional engineers, other state bureaus, departments and government agencies to promote and improve wastewater infrastructure practices.
- Continually seeks to improve practices to add quality and value in support of the Department's mission while identifying and eliminating unnecessary or redundant actions.

MINIMUM QUALIFICATIONS:

Education: Master's degree from an accredited institute of higher education with a major study in civil engineering.

Experience: Two years of post baccalaureate experience in civil engineering.

OR

Education: Bachelor's degree from an accredited institute of higher education with a major study in civil engineering.

Experience: Four years of post baccalaureate experience in civil engineering.

OR

Education: Associate's degree from an accredited institute of higher education with a major study in civil engineering or civil engineering technology.

Experience: Four years of experience in civil engineering at a level equivalent to Civil Engineer I (or higher), plus two additional years of experience in a position comparable to an Engineering Technician.

License/Certification:
1. Must possess an Engineer-in-Training Certificate issued by the NH Office of Professional Licensure and Certification.
2. Must possess a valid driver's license and/or have access to transportation for statewide travel.

DISCLAIMER STATEMENT: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to the position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES:

I have reviewed the content of this supplemental job description with my supervisor.

Employee's Name	Employee's Signature	Date Reviewed

Supervisor's Name and Title: D. Greene, SE III, Position #12130

I have discussed the work responsibilities outlined by this supplemental job description with the above employee.

Supervisor's Signature	Date Reviewed
Agency Human Resources	Date Approved/Revised
Appointing Authority's Signature	Date Reviewed/Approved

Reserved for DOP and Designees Only

Janice Day	4/27/21
Division of Personnel	Date Approved

SUPPLEMENTAL JOB DESCRIPTION

CLASSIFICATION: Environmental Program Manager

FUNCTION CODE: 4105-442

POSITION TITLE: Clean Water Grants Program Manager

DATE ESTABLISHED: 4/27/21

POSITION NUMBER: 9T3093

DATE OF LAST AMENDMENT:

SCOPE OF WORK: Administers the NH State Clean Water Grants Program which provides financial assistance, in the form of grants, to municipalities and other divisions of government engaged in the planning, design, and construction of pollution abatement facilities. Assists with administration of the Clean Water State Revolving Fund (CWSRF) Program capitalization grants.

ACCOUNTABILITIES:

- Manages the day-to-day activities of the Clean Water Grants Program including direct interaction with personnel to ensure that Clean Water Grants Program projects, applications and grants are managed efficiently and in accordance with state requirements.

- Interprets and explains technical and administrative requirements of the Clean Water Grants Program to municipal administrators, engineering consultants, the Legislature, governmental agencies, and the general public; and interfaces with same to ensure timely design and construction of publicly owned pollution abatement projects.

- Acts as liaison between applicants and DES Wastewater Engineering Bureau Design Review and Construction Management, and Administrative Services Unit, and formulates policy and guidance based on state Clean Water Grants Program regulations.

- Evaluates both short and long-term program goals as part of comprehensive strategy planning to integrate Clean Water Grants Program and CWSRF Program priorities, as well as interface with State Aid Grant (SAG) Program.

- Implements diverse program initiatives to ensure that a broad range of funding options is available to municipalities to solve pollution abatement problems.

- Prepares budgetary requests and applicable supporting documents to respond to legislative requests for the Clean Water Grants Program.

- Analyzes program operations for both efficiency and effectiveness, prepares and provides periodic reports which include programmatic and fiscal information, and recommends appropriate changes.

- Coordinates with the CWSRF Program and SAG Program to assure that Clean Water Grants Program recipients receive maximum benefits from a combination of grants and loans.

- Coordinates with the CWSRF Program to assure that funding applicants receive maximum benefits from a combination of grants and loans, and assists the CWSRF Program to process loan actions, disbursements, environmental reviews, authorization to award letters, and other tasks as needed.

- Continually seeks to improve practices to add quality and value in support of the Department's mission while identifying and eliminating unnecessary or redundant actions.

MINIMUM QUALIFICATIONS:

Education: Master's degree from a recognized college or university with a major study in biology or a related environmental science or in civil, sanitary, environmental, public health engineering or a related engineering field.

Experience: Five years' experience performing administrative, engineering, financial or environmentally related duties for a public or private organization, three years of which must have been in a management or supervisory position dealing with program administration, program planning or program engineering. Each additional year of approved work experience may be substituted for one year of required formal education at the graduate level only.

License/Certification: Must possess a valid driver's license and have access to transportation for statewide travel.

DISCLAIMER STATEMENT: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to the position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES: I have reviewed the content of this supplemental job description with my supervisor.

Employee's Name	Employee's Signature	Date Reviewed

Supervisor's Name and Title: Administrator III, Position #18324

I have discussed the work responsibilities outlined by this supplemental job description with the above employee.

Supervisor's Signature	Date Reviewed
Agency Human Resources	Date Approved/Revised
Appointing Authority's Signature	Date Reviewed/Approved

Reserved for DOP and Designees Only

Janice Day

Division of Personnel	4/27/21 Date Approved

SUPPLEMENTAL JOB DESCRIPTION

CLASSIFICATION: Environmentalist III

FUNCTION CODE: 4096-442

POSITION TITLE: Environmentalist III

DATE ESTABLISHED: 4/27/21

POSITION NUMBER: 9T3094

DATE OF LAST AMENDMENT:

SCOPE OF WORK: Assists in the planning, coordination and evaluation of grant programs and revolving loan programs for public water system projects administered by the Public Water System Sustainability Section of the Drinking Water and Groundwater (DWGW) Bureau.

ACCOUNTABILITIES:

- Performs reviews of grant and loan programs to ensure compliance with state and federal laws, rules and policies.
- Develops materials for the implementation of the section's asset management, climate adaptation and sustainability practices in the drinking water industry.
- Performs review and database entry of environmental data collected and managed by the Public Water System Sustainability Section for use in federal and statewide reporting and other related initiatives.
- Provides technical assistance to federal and state agencies, funding recipients, public water systems and municipal groups and individuals.
- Plans workshops and trainings including managing registrations, obtaining speakers, and preparing agendas and evaluations.
- Performs review of funding applications and analyzes their scope of work, budget and project content to determine completeness and eligibility, and recommends appropriate action.
- Prepares funding assistance agreement documents, tracks project deadlines and updates funding program databases.
- Assists with updating forms and posting documents on the agency website.
- Uses computer models and programs to monitor, analyze and interpret data. Tracks information, prepares reports and application forms and develops and maintains standard operating procedures related to Bureau funding programs.
- Recommends changes in administrative rules or agency policy for drinking water sustainability activities. Continually seeks to improve practices to add quality and value in support of the Department's mission while identifying and eliminating unnecessary or redundant actions.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with major study in environmental affairs, environmental engineering, environmental science or environmental studies; biology or ecology; resource management; wastewater management; or water resources management. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Four years' experience as an Environmental Engineer or Environmentalist in any of the fields listed above under education.

License/Certification: Must possess a valid driver's license for performing professional field work.

DISCLAIMER STATEMENT: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to the position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES: I have reviewed the content of this supplemental job description with my supervisor.

Employee's Name	Employee's Signature	Date Reviewed

Supervisor's Name and Title: L. Adorno, Environmental Program Manager

I have discussed the work responsibilities outlined by this supplemental job description with the above employee.

Supervisor's Signature	Date Reviewed
Agency Human Resources	Date Approved/Revised
Appointing Authority's Signature	Date Reviewed/Approved

Reserved for DOP and Designees Only

Janice Day	4/27/21
Division of Personnel	Date Approved

SUPPLEMENTAL JOB DESCRIPTION

Classification: Environmentalist III

Function Code: 4096-442

Position Title: Watershed Management Specialist

Date Established: 4/27/21

Position Number: 9T3095

Date of Amendment:

SCOPE OF WORK: Provides technical assistance to state, regional, municipal and local organizations implementing watershed management measures, gathers and interprets environmental data relating to climate resilience and water quality, reports on findings and makes recommendations.

ACCOUNTABILITIES:

- Communicates the environmental priorities of the NHDES' watershed management program and activities at the national, regional, state and local level.
- Provides technical assistance, outreach and meeting facilitation to federal and state agencies, municipalities, stakeholder organizations and individuals regarding watershed management and resiliency issues.
- Works with state agencies, municipalities and stakeholder organizations to identify and implement administrative rule, policy and program changes to improve climate resiliency and environmental management.
- Interprets and synthesizes environmental data using relational databases, models, GIS and statistical analysis to determine validity of data and relationship to climate resiliency, environmental management, and ecosystem services.
- Analyzes the ecological, biological, social, economic and historic environment of the area and evaluates the short-term and long-term environmental benefits and losses resulting from proposed policies, activities and other changes; prepares appropriate reports and documentation.
- Works with project proponents to document the progress of climate adaptation and watershed management projects toward the objective of climate resiliency and water quality improvement.
- Monitors and summarizes environmental data relevant to semi-annual performance reports to track work plan progress and meet federal requirements.
- Develops grant proposals to support climate resiliency and watershed management implementation activities. Implements activities in support of watershed management bureau's climate resiliency and watershed management priorities.
- Coordinates the preparation and review of grant program materials. Administers grants and contracts for the delivery of required services.
- Continuously seeks to improve practices to add quality and value in support of the Department's mission while identifying and eliminating unnecessary and redundant actions.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with major study in biology, chemistry, environmental science, environmental engineering, forestry, natural resources, water resources management, hydrology, geology, or a related environmental science associated with environmental protection. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Four years' experience as an Environmental Engineer or Environmentalist in a field related to water quality, environmental science, hydrology, geology, or biology.

License/Certification: Eligibility for a driver's license for performing professional field work.

PREFERRED QUALIFICATIONS: Familiarity with tools for analysis of environmental data including GIS, relational databases, and computer models. Familiarity with social science methods and economic analysis. Excellent communications skills including written and oral communications. Experience giving presentations.

DISCLAIMER STATEMENT: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to the position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES: I have reviewed the content of this supplemental job description with my supervisor.

Employee's Name	Employee's Signature	Date Reviewed

Supervisor's Name and Title: C. Williams, Environmental Program Manager

I have discussed the work responsibilities outlined by this supplemental job description with the above employee.

Supervisor's Signature	Date Reviewed
Agency Human Resources	Date Approved/Revised
Appointing Authority's Signature	Date Reviewed/Approved

Reserved for DOP and Designees Only

Janice Day	4/27/21
Division of Personnel	Date Approved

SUPPLEMENTAL JOB DESCRIPTION

Classification: Sanitary Engineer III

Function Code: 8043-442

Position Title: Sanitary Engineer III

Date Established: 4/27/21

Position Number: 9T3097

Date of Last Amendment:

SCOPE OF WORK: Implements, directs and evaluates all technical, project management and construction oversight aspects of the state's Drinking Water Infrastructure grant and loan programs. Performs highly responsible sanitary engineering work in the Public Drinking Water Program.

ACCOUNTABILITIES:

- Provides technical input and oversight to ensure that grant management and project construction is managed efficiently and effectively and in accordance with state and federal requirements, directly evaluating and supervising the work performance of DES staff.
- Formulates a comprehensive plan and coordinates the implementation of program objectives with NHDES staff responsible for financial administration, and assists designated Public Utility Commission (PUC) staff with dockets that have significant impact and involvement with DES objectives.
- Reviews engineering plans and specifications, technical reports and studies; conducts technical evaluation and provides technical assistance for public water systems to achieve compliance with EPA and State design and operation requirments.
- Conducts sanitary surveys as required under the federal and state Safe Drinking Water Act at large, complex municipal public water systems to ensure compliance and promote treatment optimization.
- Monitors and controls drinking water construction activities financed by the Drinking Water and Ground Water (DWGW) Bureau and prepares appropriate programs and financial and technical reports in order to efficiently monitor and report on funding-related activities both internally and externally.
- Performs inspections, attends on-site meetings and otherwise performs and tracks all necessary components of construction and project management oversight.
- Oversees and coordinates DWGW activities related to Water System Security internally and with other bureaus and state and federal agencies and evaluates program operations for effectiveness and efficiency.
- Continuously seeks to improve practices to add quality and value in support of the NHDES' mission while identifying and eliminating unnecessary or redundant actions.

MINIMUM QUALIFICATIONS:

Education: Master's degree from a recognized college or university with a major study in civil, chemical, sanitary, environmental or public health engineering.

Experience: Seven years' experience as a professional sanitary, civil, or environmental engineer, four of which shall have been in a supervisory capacity. Each additional year of approved work experience may be substituted for one year of required formal education at the graduate level only.

License/Certification: Must possess a valid driver's license and/or have access to transportation for statewide travel. Must either be a Licensed Professional Engineer in the State of NH; or a Licensed Professional Engineer in another state and obtain licensure in NH within one year of employment.

DISCLAIMER STATEMENT: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to the position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES: I have reviewed the content of this supplemental job description with my supervisor.

Employee's Name	Employee's Signature	Date Reviewed

Supervisor's Name and Title: R. Skarinka, Civil Engineer VI

I have discussed the work responsibilities outlined by this supplemental job description with the above employee.

Supervisor's Signature	Date Reviewed
Agency Human Resources	Date Approved/Revised
Appointing Authority's Signature	Date Reviewed/Approved

Reserved for DOP and Designees Only

Janice Day

	4/27/21
Division of Personnel	Date Approved

MEMORANDUM OF AGREEMENT
between the
NH DEPARTMENT OF ENVIRONMENTAL SERVICES
and the
NH FISH AND GAME DEPARTMENT

Title: Water Infrastructure Project Support

I. Purpose of Agreement:

This Memorandum of Agreement (MOA) describes the regulatory support activities associated with Infrastructure projects that have been agreed to between the Department of Environmental Services (NHDES) and the Fish and Game Department (NHFG). This MOA will allow NHDES and NHFG to work collaboratively to achieve the primary goal of facilitating necessary water and sewer infrastructure improvements by providing support to help ensure timely performance of consultations for protected wildlife by NHFG for land resource management permits.

II. Timeline of Agreement:

This MOA duration extends from the date of approval by Governor and Executive Council of the State of New Hampshire (Effective Date) through December 31, 2024, unless terminated by either party, or extended in writing by subsequent agreement of the parties and acceptance by Governor and Council.

For the purposes of this MOA, NHDES and NHFG agree to cooperate as follows:

III. Department of Environmental Services

The Department of Environmental Services agrees to:

1. Provide NHFG with funding as described in the Funding, Costs and Payment section.
2. Maintain a prioritized list of land resource management permit applications that require wildlife consultations or other related reviews by NHFG.
3. Provide complete applications and other required pertinent information to NHFG to ensure that reviews and consultations by the NHFGD can be performed in an efficient manner.

IV. Fish and Game Department

The Fish and Game Department agrees to:

1. Recruit and retain an additional full-time Biologist I to facilitate timely processing and resolution of land resource management permits related to NHDES funded water and sewer infrastructure projects. NHFG agrees to implement the obligations set forth in Paragraphs IV.3-7 of this Section beginning on the start date of the retained Biologist I.

2. Assign responsible staff within the NHFG to serve as a liaison with NHDES for the purpose of carrying out this Agreement.
3. Perform protected wildlife consultations for land resource management permitting and other review functions based on priorities established in conjunction with NHDES. NHFG review priorities may be adjusted as necessary based on discussions with NHDES to accommodate needs such as emergency authorizations or requests for expedited reviews per Env-C 209.07.
4. For water and sewer infrastructure projects, within 30 calendar days of receiving a complete Alteration of Terrain permit application from NHDES and any additional information from the applicant as may be required under NHFG Rules (FIS 1000), provide recommendations for conservation measures, if any, or provide to the applicant and NHDES a list of any additional information needed from the applicant for NHFG to complete its review, and any initial recommendations for conservation measures, as necessary.
5. Within 14 calendar days of receiving all requested information from an applicant, provide NHDES with final recommendations for conservation measures.
6. NHFG shall make its best efforts, as available resources allow, to comply with the timeframes set forth in Paragraphs IV.4 and IV.5 for all other Alteration of Terrain permit applications.
7. Extract relevant information from wildlife assessment reports submitted with land resource management permit applications, if any, and provide this information to the NH Natural Heritage Bureau for inclusion in the confidential Natural Heritage Database.

V. Mutual Agreement of the Parties

It is further understood and agreed to between NHDES and NHFG that:

1. The parties will maintain communication via regular meetings between program staff to ensure collaboration on work that is being conducted.
2. This MOA may be modified in writing at any time by mutual consent of both parties and approval by the Governor and Council.
3. In the event that changes in either State or Federal laws or regulations occur which render the performance of portions of this MOA illegal, void, impractical or impossible, those responsibilities shall be removed from this MOA but such removal shall not affect the other provisions and obligations contained within the remainder of this MOA.
4. The parties will review this MOA at least once each year to determine whether the MOA should be revised, renewed, or terminated.
5. The parties will maintain a shared spreadsheet to track land resource management permit applications, and meet as needed to discuss the status of wildlife assessments and priorities.
6. The parties will participate in joint public hearings, when required, for permits or rulemaking related to land resource management.
7. The parties will resolve in a timely manner compliance issues, citizen concerns, and comments from other agencies pertaining to wildlife consultations.

VI. Funding, Costs and Payment:

NHDES shall pay NHFG for costs associated with a Biologist I, Labor Grade 21, on a quarterly basis. In the event that this MOA does not become effective, NHDES shall be under no obligation to pay for costs incurred or services performed. The total budget shall not exceed $293,665 over the course of this MOA as shown in Attachment A. Any unused funds from one fiscal year may be carried over to future years within the MOA period.

The NHFG shall maintain supporting documentation for all costs incurred for a period of three years beyond the end of this MOA for federal reporting and auditing purposes. Supporting documentation includes but is not limited to detailed time sheets which identify hours worked on this project, vendor invoices, and other related supporting documents.

Federal funds paid under this MOA are from the American Rescue Plan Act of 2021 passed through the Secretary of the Treasury to the State of New Hampshire. All applicable requirements, regulations, provisions, terms and conditions of this federal grant, including but not limited to, the Department of Treasury Interim Final Rules under 31 CFR Part 35, are hereby adopted in full force and effect between NHDES and NHF&G.

VII. AMENDMENTS

This agreement may only be amended by mutual, written agreement of both NHDES and NHFG.

VIII. TERMINATION

This agreement may only be terminated by either NHFG or NHDES upon providing written notice to the other at least sixty (60) days prior to termination.

IN WITNESS WHEREOF, the respective parties have hereunto set their hands on the dates indicated.

Robert R. Scott
Commissioner
NH Department of Environmental Services

5/27/21
Date

Scott Mason
Executive Director
NH Fish and Game Department

5-25-21
Date

Reviewed and approved as to form, substance, and execution:

Assistant Attorney General

5/27/2021
Date

ATTACHMENT A

Estimated Budget for the NHDES to support a position in the NHFG for State Fiscal Years 2022-2025. The Budget includes funding for salaries, benefits, equipment, and related operating costs

Estimated Budget By Fiscal Year	
FY 2022	$ 78,506
FY 2023	83,433
FY 2024	87,109
FY 2025*	44,617
TOTAL:	$ 293,665
* Grant Ends on 12/31/24 which is half of one state fiscal year	

90 SBK

New Hampshire Fish and Game Department

11 Hazen Drive, Concord, NH 03301-6500
Headquarters: (603) 271-3421
Website: www.WildNH.com

TDD Access: Relay NH 1-800-735-2964
Fax: (603) 271-1438
Email: info@wildlife.nh.gov

Scott R. Mason
Executive Director

May 26, 2021

Governor & Council Approved
Date: 6/16/21
Item #: 90

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, New Hampshire 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the New Hampshire Fish and Game Department (NHFGD), to accept and expend $161,939 of American Rescue Plan (ARP) State and Local Fiscal Recovery Funds (FRF) from the Department of Environmental Services (DES), for the purpose of hiring a short term temporary full time staff member to provide assistance in Alteration of Terrain (AOT) permit application review, effective upon Fiscal Committee and Governor and Council approval for the period July 1, 2021 through June 30, 2023. **Funding Source: 100% Federal Fund Transfer from Other Agency.**

2. Pursuant to the provision of RSA 124:15, I, Positions Restricted, and subject to approval of Item 1 above, authorize NHFGD to establish one, full-time temporary position using ARP FRF in support of the AOT permit application review process, effective upon Fiscal Committee and Governor and Council approval for the period July 1, 2021 through June 30, 2023. **100% Federal Fund Transfer from Other Agency.**

Funds are to be budgeted in FY2022 and FY2023 in the following account:

03-75-75-751520-24XX0000 NH Fish and Game Department
ARPA Project Review

Class	Description	FY22 Requested Budget	FY23 Requested Budget
020-500200	CURRENT EXPENSES	1,500	1,500
030-500311	EQUIPMENT NEW REPLACEMENT	2,500	100
039-500191	TELECOMMUNICATIONS	325	325
059-500117	TEMP FULL TIME	48,672	53,492
060-500612	BENEFITS	25,309	27,816
070-500704	IN STATE TRAVEL REIMBURSEM	200	200
	TOTAL EXPENSES	$78,506	$83,433
00D 488544	FEDERAL FUNDS TRANSFER FROM OTHER AGENCY	$78,506	$83,433
	TOTAL REVENUE	$78,506	$83,433

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

His Excellency, Governor Christopher T. Sununu
and the Honorable Council

EXPLANATION

Pursuant to US Treasury 31 CFR Part 35, RIN 1505-AC77, the Coronavirus State Fiscal Recovery Fund established under the American Rescue Plan Act includes New Hampshire State funding for Water and Sewer Infrastructure Projects. Part of the process for Water and Sewer Infrastructure Projects requires review of alteration of terrain permit applications submitted to the DES by NHFGD for impact on protected wildlife. DES has requested administrative funds to support the increased administrative load this will create for NHFGD.

NHFGD will use these funds to hire a temporary full time staff member to help ensure timely performance of consultations and review of permit applications for protected wildlife by NHFGD for Water and Sewer Infrastructure Projects.

Funds are budgeted as follows:

Class 020 – Current Expenses – office supplies, paper and printer ink for staff

Class 030 – Equipment – Office equipment for staff

Class 039 – Telecommunications – phones and phone lines for staff

Class 059 – Temp Full Time – for one temporary full-time position requested above

Class 060 – Benefits – for the one temporary full-time position requested above

Class 070 – In State Travel Reimbursement – mileage incurred for work related activities

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

1) *List of Personnel involved:*
One full-time temporary Biologist I Position # 9T3101

2) *Nature, need and duration:*
The period of performance runs until December 31, 2024.

3) *Relationship to existing agency programs:*
The Department currently has a full time Biologist I position performing similar duties.

4) *Has similar program been requested of the Legislature and denied?* No

5) Why wasn't funding included in the agency's budget request?

It was not known that these funds would be available at the time the agency established its FY22/FY23 biennial budget.

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

His Excellency, Governor Christopher T. Sununu
and the Honorable Council

6) *Can portions of the grant funds be utilized for other purposes?*
These funds can only be used for the purpose of the grant award.

7) *Estimate the funds required to continue these positions:*
The plan is for this position to be funded half way through FY25, the estimated cost for years FY24 and FY25 is $131,726.

8) *Geographic Area Served:*
Statewide

9) *Sources of Funds:*
American Rescue Plan State and Local Fiscal Recovery Funds

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

Respectfully submitted,

Scott R. Mason
Executive Director

Kathy Ann LaBonte
Chief, Business Division

State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
54 Regional Drive, Suite 5
Concord, New Hampshire 03301

CHARLES M. ARLINGHAUS
Commissioner
(603) 271-3201

LORRIE A. RUDIS
Director of Personnel
(603) 271-3261

5/26/2021

Trisha Gray – Human Resources Administrator
Department of Fish and Game
11 Hazen Drive

Concord, NH 03301

Regarding: Request to establish a full time temporary Biologist I, pay schedule A000 – position # 9T3101

Dear Ms. Gray:

The Division of Personnel approves your request received on 5/24/2021 for the Department of Fish & Game to establish position # 9T3101 as a full-time temporary Biologist I, LG 21, pending approval of funding. This position is being approved to allow the Department of Fish & Game to build capacity in its Endangered Species and Environmental Review area.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Division of Personnel Operations Section at CentralHRProcessing@nh.gov.

Sincerely,

Marianne Rechy
Classification & Compensation Administrator

Cc: Lorrie Rudis, Director of Personnel

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MLC

State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
25 Capitol Street - Room 120
Concord, New Hampshire 03301
(603) 271-3201 | Office@das.nh.gov

Charles M. Arlinghaus
Commissioner

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

April 27, 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

Pursuant to RSA 14:30-a, VI and RSA 124:15, the Department of Administrative Services (DAS) is seeking approval on behalf of State Agencies to amend the accept and expend of American Rescue Plan Act (ARPA) State Fiscal Recovery Funds (SFRF) requests by extending the end date for funding, new positions, and/or new Class 046-Consultants, created in relation to the acceptance of ARPA SFRF funds, from June 30, 2023 to June 30, 2024, effective upon approval of the Fiscal Committee and the Governor and Executive Council. 100% Federal Funds.

EXPLANATION

The Department of Administrative Services is seeking approval, on behalf of the State Agencies listed in Attachment A, to extend the effective date of the attached items from June 30, 2023 to June 30, 2024. This extension is allowable under the "procedural rules amendment" approved at the previous Fiscal Committee meeting on April 21, 2023. All items included in the attachment have been previously submitted by the respective state agency responsible for the program and approved by both the Fiscal Committee and Governor and Executive Council. In addition, the Governor's Office of Emergency Relief and Recovery (GOFERR) has reviewed the attachment and concurs with the extensions requested.

While all ARPA SFRF must be obligated by December 31, 2024, and expended by December 31, 2026, this request only serves to authorize agencies' program balances that are unspent as of June 30, 2023, as well as positions and consultants created pursuant to RSA 124:15, to carry forward into FY24 and reauthorize projects or programs that were already intended to continue utilizing authorized ARPA SFRF into the next biennium. This will also grant agencies in coordination with GOFERR time to further evaluate projects and programs as the ARPA SFRF obligation deadline approaches in order to

ensure any funds that may need to be reallocated to other uses have sufficient time to do so. Any request to reallocate an existing budget or repurpose funds for new or existing projects will require future Fiscal Committee and Governor and Council approvals and are not contemplated in this item.

If this item is not timely approved, the State would need to issue layoff notices to employees hired into these federally funded positions, created under the original ARPA request, agencies would halt work on time-sensitive projects or payments on existing contracts, and ongoing programs would be unable to issue or follow through on awards. Further, each agency would then need to submit a retroactive request to July 1, 2023 for approval to reauthorize the positions and funding; however, the retroactive requests would not eliminate the need to issue layoff notices in June 2023.

Typically, agencies budget for known federal grants in the upcoming biennial budget; however, the budget guidance issued in August 2022 instructed Agencies to exclude all COVID-related funding from their FY24-FY25 budget submissions in order to maintain the authorization methodology, compliance protocols, and audit trail that had become standard for use and oversight of ARPA SFRF. Moreover, although the funding is authorized by the federal government beyond June 30, 2023, including this one-time funding would have erroneously inflated the FY24-FY25 State budget.

In the event that Federal Funds are no longer available, General Funds will not be requested to support these programs. The Department of Administrative Services seeks approval of this request.

Respectfully submitted,

Charles M. Arlinghaus
Commissioner

Attachment A

Line	Agency/Entity	Program Name/Purpose	Fiscal Committee Approval	Governor & Council Approval	AU #	Positions to Extend
1	Department of Administrative Services	State Building HVAC Replace and Repair/Maintenance	06/08/2021 - FIS 21-135	06/16/2021 - #154	24780000 24810000 24870000	9T3149 9T3150 9T3151
2	Department of Administrative Services	Temporary Capacity Increase - DPW	08/20/2021 - FIS 21-207	08/18/2021 - #122	24940000	
3	Department of Administrative Services	State Agency recruitment support	02/18/2022 - FIS 22-081; 02/17/2023 - FIS 23-060	03/09/2022 - #96 02/22/2023 - #102	26400000	9T3228 9T3226 9T3227 9T3297
4	Department of Administrative Services	Investments in Deferred Maintenance at State Facilities	07/22/2022 - FIS 22-267	07/27/2022 - #125	26640000	N/A
5	Department of Administrative Services	Cloud Migration of State ERP System	02/17/2023 - FIS 23-050	02/22/2023 - #100	28070000	N/A
6	Department of Agriculture, Markets and Food	NH Meat Processing Infrastructure and Training Investment Program	11/18/2022 - FIS 22-405	11/22/2022 - #57	26900000	N/A
7	Department of Business and Economic Affairs	Broadband Infrastructure	06/08/2021 - FIS 21-136; 03/24/2023 - FIS 23-096	06/16/2021 - #89; 04/12/2023 - #77	24410000	9T3102 9T3103 9T3104
8	Department of Business and Economic Affairs	InvestNH Program Support Staff	03/18/2022 - FIS 22-117	03/23/2022 - #79	26420000	9T3220 9T3233 9T3234
9	Department of Business and Economic Affairs	InvestNH Program Fund	04/15/2022 - FIS 22-150	05/04/2022 - #67	26520000	N/A
10	Department of Corrections	DOC Air Handlers & Ductwork Replacement	06/08/2021 - FIS 21-137	06/16/2021 - #75	24390000	N/A
11	Department of Corrections	Upgrading the Offender Management System (OMS)	01/21/2022 - FIS 22-033	01/26/2022 - #59	26340000	N/A
12	Department of Corrections	Fiber Optic Cable Upgrade and Replacement	01/21/2022 - FIS 22-034	01/26/2022 - #58	26350000	N/A
13	Department of Corrections	National Guard Temporary Staff Support	01/21/2022 - FIS 22-038	01/26/2022 - #57	26360000	N/A
14	Department of Corrections	Air Handlers & Ductwork Replacement - Additional Funds	10/14/2022 - FIS 22-368	10/19/2022 - #43	24390000	N/A
15	Department of Corrections	SWEEP - Technology and Automation Upgrades	10/14/2022 - FIS 22-369	10/19/2022 - #44	26810000	N/A

Attachment A

Line	Agency/Entity	Program Name/Purpose	Fiscal Committee Approval	Governor & Council Approval	AU #	Positions to Extend
16	Department of Education	College & Career Skills Mentoring Pilot Program (Big Brothers)	12/17/2021 - FIS 21-393	12/22/2021 - #95	26070000	N/A
17	Department of Education	School Security Project Investment	06/17/2022 - FIS 22-236	06/29/2022 - #158	26610000	N/A
18	Department of Education	School Security Project Investment	07/22/2022 - FIS 22-249	07/27/2022 - #99	26610000	9T3279
19	Department of Environmental Services	Drinking and Wastewater Infrastructure	06/08/2021 - FIS 21-138; 05/20/2022 - FIS 22-171	06/16/2021 - #101; 06/01/2022 - #75	24760000	9T3089 9T3090 9T3091 9T3092 9T3093 9T3094 9T3095 9T3097
20	Department of Environmental Services	Drinking and Wastewater Infrastructure II	10/22/2021 - FIS 21-313	10/27/2021 - #86	24760000	9T3096
21	Department of Environmental Services	Air Permit Relief Program	05/20/2022 - FIS 22-164	06/02/2022 - #72	24760000	N/A
22	Department of Environmental Services	LRM Permitting Positions	05/20/2022 - FIS 22-179	06/01/2022 - #73	24760000	N/A
23	Department of Environmental Services	Investment in State and Municipal Dam Infrastructure	05/20/2022 - FIS 22-195	06/01/2022 - #74	26570000	9T3235 9T3236 9T3237 9T3238
24	Department of Environmental Services	SWEEP - Online Systems and Full time Temporary Position	11/18/2022 - FIS 22-406	11/22/2022 - #99	26950000	9T3278
25	Department of Health and Human Services	Mental Health System Service Improvements (BHIP)	06/08/2021 - FIS 21-139	06/16/2021 - #13	24650000	N/A
26	Department of Health and Human Services	New Hampshire Hospital Upgrades (Lamott Roof, Health & Safety, and Seclusion Room)	06/08/2021 - FIS 21-140	06/16/2021 - #12	24650000	N/A
27	Department of Health and Human Services	Bureau of Family Assistance Call Center	06/18/2021 - FIS 21-169; 06/17/2022 - FIS 22-230; 03/24/2023 - FIS 23-106	06/30/2021 - #7; 06/15/2022 - #12; 03/22/2023 - #20A	24650000	N/A
28	Department of Health and Human Services	Healthcare Workforce Capacity - Underserved Populations	08/20/2021 - FIS 21-243	08/18/2021 - #14	24650000	9T3160
29	Department of Health and Human Services	Hampstead Hospital	10/22/2021 - FIS 21-314; 02/18/2022 - FIS 22-083	10/27/2021 - #7B; 02/16/2022 - Late Item A	24380000	N/A

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Line	Agency/Entity	Program Name/Purpose	Fiscal Committee Approval	Governor & Council Approval	AU #	Positions to Extend
30	Department of Health and Human Services	Early Intervention and Prevention Behavior Health Support (DBH)	11/19/2021 - FIS 21-354	11/22/2021 - #12	26480000	N/A
31	Department of Health and Human Services	Early Childhood Mental Health Support	11/19/2021 - FIS 21-355	11/22/2021 - #11	24650000	N/A
32	Department of Health and Human Services	Facility & COVID-19 Response Support (EO 2021-12 Reponse)	12/02/2021 - FIS 21-363	12/08/2021 - #6B	24650000	N/A
33	Department of Health and Human Services	Medicaid Care Management Study	01/21/2022 - FIS 22-014	01/26/2022 - #6	24650000	N/A
34	Department of Health and Human Services	Behavorial Health Strike Team	01/21/2022 - FIS 22-042	01/26/2022 - #14	24650000	N/A
35	Department of Health and Human Services	COVID-19 Supplies and Equipment Storage (Warehouse Lease)	03/18/2022 - FIS 22-113	03/23/2022 - #13	24650000	N/A
36	Department of Health and Human Services	COVID-19 Wastewater Testing	04/15/2022 - FIS 22-146	04/20/2022 - #27	24650000	N/A
37	Department of Health and Human Services	Hampstead Hospital Operations Contract	04/15/2022 - FIS 22-152	04/20/2022 - #6	26480000	N/A
38	Department of Health and Human Services	Investment in SUD Related Services and Prevention Efforts	07/22/2022 - FIS 22-269	07/27/2022 - #52	24650000	N/A
39	Department of Health and Human Services	COVID-19 Mobile Testing and Vaccination Services	09/09/2022 - FIS 22-304	09/07/2022 - #26	24650000	N/A
40	Department of Health and Human Services	Birthing Center and Midwife Insurance Premium Stabilization	09/09/2022 - FIS 22-312	09/21/2022 - #11	24650000	N/A
41	Department of Health and Human Services	Short Term and Cold Weather Shelter Support	09/09/2022 - FIS 22-313	09/07/2022 - #25A	24650000	N/A
42	Department of Health and Human Services	COVID-19 Winter Surge Services	10/14/2022 - FIS 22-361	10/19/2022 - #7	24650000	N/A
43	Department of Health and Human Services	COVID PCR Tests for SNH Congregate Living Settings	10/14/2022 - FIS 22-362	10/19/2022 - #8	24650000	N/A
44	Department of Health and Human Services	SWEEP - Appeals Portal	10/14/2022 - FIS 22-363	10/19/2022 - #9	24650000	N/A
45	Department of Health and Human Services	SWEEP - Incident Management System Improvements	10/14/2022 - FIS 22-364	10/19/2022 -#10	24650000	N/A
46	Department of Health and Human Services	SWEEP - Call Center	10/14/2022 - FIS 22-366	10/19/2022 - #12	24650000	N/A
47	Department of Health and Human Services	Forensic Hospital Investments	11/18/2022 - FIS 22-398	11/22/2022 - #11	24650000	N/A
48	Department of Health and Human Services	COVID-19 Testing Service Contracts	11/18/2022 - FIS 22-422	11/22/2022 - #7	24650000	N/A
49	Department of Health and Human Services	SolutionHealth Consolidated Behavioral Health Hospital	09/09/2022 - FIS 22-305	03/22/2023 - #6A	24650000	N/A

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50	Department of Health and Human Services	Strengthening Child Care Workforce	04/21/2023 - FIS 23-124	04/12/2023 - #15	24650000	N/A
51	Department of Information Technology	ARP Cloud Services, Continuity of Operation, IT, and Cybersecurity	06/08/2021 - FIS 21-141	06/16/2021 - #68	24540000 24420000 24600000 24480000	N/A
52	Department of Information Technology	Cyber Insurance/Protection Program	03/18/2022 - FIS 22-114	03/23/2022 - #57	26410000	N/A
53	Department of Information Technology	Portable Wi-Fi Connectivity Support	05/20/2022 - FIS 22-205	06/01/2022 - #45	26590000	N/A
54	Department of Information Technology	State Licensing Portal Modernization	07/22/2022 - FIS 22-265	07/27/2022 - #29	26630000	N/A
55	Department of Justice	Temporary Staff for Criminal Investigation-YDC	06/08/2021 - FIS 21-142; 02/17/2023 - FIS 23-057	06/16/2021 - #137; 03/07/2023 - #95	24620000	9U672 9U673 9U674 9U675 9T3141 9T3142
56	Department of Justice	Grant Aid - COVID 19 Relaxed Restrictions	06/18/2021 - FIS 21-168; 02/18/2022 - FIS 22-065; 07/22/2022 - FIS 22-253	06/30/2021 - #173; 02/16/2022 - #121; 07/27/2022 - #120	24590000	N/A
57	Department of Justice	Support for Increased Victim Services & VOCA	09/17/2021 - FIS 21-252; 02/18/2022 - FIS 22-064; 07/22/2022 - FIS 22-254	10/13/2021 - #92A; 02/16/2022 - #123; 07/27/2022 - #121	24790000	N/A
58	Department of Justice	Internet Crimes Against Children (ICAC)	05/20/2022 - FIS 22-199	05/18/2022 - #105A	26550000	N/A
59	Department of Justice	Support for Increased Victim Services & VOCA	02/17/2023 - FIS 23-056	02/22/2023 - #94	24790000	N/A
60	Department of Justice	Website Update and Modernization	03/24/2023 - FIS 23-100	03/22/2023 - #114	28270000	N/A
61	Department of Labor	SWEEP - OnBase System Improvements	10/14/2022 - FIS 22-353	10/19/2022 - #42	26800000	N/A
62	Department of Military Affairs and Veterans Services	SWEEP - Cloud Based Database	N/A	10/19/2022 - #36	26620000	N/A
63	Department of Military Affairs and Veterans Services	SWEEP - Automated Inventory Tracking Software	N/A	10/19/2022 - #36	26620000	N/A

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Line	Agency/Entity	Program Name/Purpose	Fiscal Committee Approval	Governor & Council Approval	AU #	Positions to Extend
64	Department of Natural and Cultural Resources	State Parks Projects	06/08/2021 - FIS 21-143; 09/09/2022 - FIS 22-322	06/16/2021 - #93; 09/21/2022 - #76	24670000	9T3143
65	Department of Natural and Cultural Resources	The Save Our Granite Stages (SOGS) Program	02/18/2022 - FIS 22-082	03/09/2022 - #62	26390000	N/A
66	Department of Natural and Cultural Resources	State Parks - Historic Sites Improvements	07/22/2022 - FIS 22-266	07/27/2022 - #61	26660000	N/A
67	Department of Natural and Cultural Resources	Trail Groomer and Trail GIS Mapping Tool	10/14/2022 - FIS 22-352	10/19/2022 - #59	26840000	N/A
68	Department of Natural and Cultural Resources	Digital Online User Generated Review and Compliance System (DOUG R&C)	04/21/2023 - FIS 23-126	05/03/2023 - #75	TBD	N/A
69	Department of Revenue Administration	SWEEP - Highspeed Scanner Investment	10/14/2022 - FIS 22-354	10/19/2022 - #32	26410000	N/A
70	Department of Revenue Administration	SWEEP - RIMS CORE21 Software Improvements	10/14/2022 - FIS 22-355	10/19/2022 - #33	26760000	N/A
71	Department of Revenue Administration	SWEEP - Web Application Upgrade and Enhancement	10/14/2022 - FIS 22-356	10/19/2022 - #34	26790000	N/A
72	Department of Safety	School Physical Security Assessments and IPOC	06/08/2021 - FIS 21-145	06/16/2021 - #133	24740000 24800000	TMPPT6039 TMPPT6040
73	Department of Safety	CDL Licensing Improvements Program	10/22/2021 - FIS 21-311	10/27/2021 - #102	24440000	9T3171 9T3172 9T3173 9T3174
74	Department of Safety	First Responder Recruitment and Training Program	11/19/2021 - FIS 21-350	11/22/2021 - #101	24830000	9T3190
75	Department of Safety	NHSP Forensic Biology Resources	05/20/2022 - FIS 22-201	05/18/2022 - #98A	26540000	9T3277
76	Department of Safety	COVID-19 After Action Report and Improvement Plan	06/17/2022 - FIS 22-235	06/29/2022 - #165	26720000	N/A
77	Department of Safety	SUD Related Public Awareness Campaign	07/22/2022 - FIS 22-270	07/27/2022 - #108	26650000	N/A
78	Department of Safety	SWEEP - DOS Critical IT Investments	10/14/2022 - FIS 22-351	10/19/2022 - #93	26870000 26880000 26890000	N/A
79	Department of Safety	E911 Facility Investment	11/18/2022 - FIS 22-421	11/22/2022 - #159	26920000	N/A
80	Department of Transportation	SWEEP - Winter and Highway Maintenance	10/14/2022 - FIS 22-370	10/19/2022 - #23	26740000	N/A

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Line	Agency/Entity	Program Name/Purpose	Fiscal Committee Approval	Governor & Council Approval	AU #	Positions to Extend
81	Fish and Game Department	Temporary Permit Application Review Staff Support for Water Projects	06/08/2021 - FIS 21-156	06/16/2021 - #90	24750000	9T3101
82	Fish and Game Department	Temporary Permit Application Review Staff Support for Water Projects	08/03/2021 - FIS 21-197	08/18/2021 - #45A	24750000	9T3157 9T3159 9T3158
83	Fish and Game Department	Design and construction of three fish hatchery systems (Late Item)	04/15/2022 - FIS 22-153	04/20/2022 - #68	26490000	N/A
84	Fish and Game Department	SWEEP - IT Solutions Improvements	10/14/2022 - FIS 22-349	10/19/2022 - #55	26830000	N/A
85	Governor's Office for Emergency Relief and Recovery	Expanding and Modernizing Technology Related Programming (NCC Engineering) and Guidehouse Contract	06/08/2021 - FIS 21-146	06/16/2021 - #63	24690000	N/A
86	Governor's Office for Emergency Relief and Recovery	GOFERR Admin Budget	06/18/2021 - FIS 21-172	06/30/2021 - #93	19110000	N/A
87	Governor's Office for Emergency Relief and Recovery	Housing Needs Administration Program	08/03/2021 - FIS 21-203	08/04/2021 - #33A	24690000	N/A
88	Governor's Office for Emergency Relief and Recovery	Youth Residential Facility Improvement Program	10/22/2021 - FIS 21-283; 09/09/2022 - FIS 22-300	10/27/2021 - #62; 09/07/2022 - #63	24690000	N/A
89	Governor's Office for Emergency Relief and Recovery	LNA Recruiting and Training Program	12/17/2021 - FIS 21-391	12/22/2021 - #59	24690000	N/A
90	Governor's Office for Emergency Relief and Recovery	Career Pathways Program	02/18/2022 - FIS 22-080	03/09/2022 - #58	24690000	N/A
91	Governor's Office for Emergency Relief and Recovery	Temporary Relief for Guardian Appointments	03/18/2022 - FIS 22-115	03/23/2022 - #78	24690000	N/A
92	Governor's Office for Emergency Relief and Recovery	Veteran Housing and Retreat Center	03/18/2022 - FIS 22-116	03/23/2022 - #77	24690000	N/A
93	Governor's Office for Emergency Relief and Recovery	CCSNH Licensed Practitioner Nurse (LPN) program	04/15/2022 - FIS 22-148	04/20/2022 - #63	24690000	N/A
94	Governor's Office for Emergency Relief and Recovery	Involuntary Emergency Admissions Case Improvements	04/15/2022 - FIS 22-149	04/20/2022 - #62	24690000	N/A
95	Governor's Office for Emergency Relief and Recovery	County Nursing Home Infrastructure Program	06/17/2022 - FIS 22-237	06/15/2022 - #80B	24690000	N/A
96	Governor's Office for Emergency Relief and Recovery	Investments in SUD Facilities and Programming	07/22/2022 - FIS 22-268	07/27/2022 - #52	24690000	N/A

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Line	Agency/Entity	Program Name/Purpose	Fiscal Committee Approval	Governor & Council Approval	AU #	Positions to Extend
97	Governor's Office for Emergency Relief and Recovery	Municipal Boat Launch Investment Program	09/09/2022 - FIS 22-318	09/21/2022 - #70	24690000	N/A
98	Governor's Office for Emergency Relief and Recovery	County Emergency Equipment Investment Program	10/14/2022 - FIS 22-357	10/19/2022 - #47	24690000	N/A
99	Governor's Office for Emergency Relief and Recovery	Judicial Branch Infrastructure Investments	10/14/2022 - FIS 22-358	10/19/2022 - #48	24690000	N/A
100	Governor's Office for Emergency Relief and Recovery	Community Center Investment Program	10/14/2022 - FIS 22-359	10/19/2022 - #49	24690000	N/A
101	Judicial Council	Support for Indigent Defense	10/22/2021 - FIS 21-307	10/27/2021 - #49	24430000	N/A
102	New Hampshire Commission for Human Rights	SWEEP - Case Management and Public Information Portal	N/A	11/22/2022 - #58	26960000	N/A
103	New Hampshire Employment Security	Transportation Workforce Recruitment	10/22/2021 - FIS 21-306	10/27/2021 - #48	24460000	N/A
104	New Hampshire Employment Security	NH Emergency Medical Technician (EMT) Training Program	11/18/2022 - FIS 22-426	11/22/2022 - #56A	26940000	N/A
105	New Hampshire Insurance Department	SWEEP - Modernize critical IT Infrastructure	11/18/2022 - FIS 22-407	11/22/2022 - #59	26930000	N/A
106	New Hampshire Veterans Home	NH Veterans Home Support - Fire Suppression Improvements	09/09/2022 - FIS 22-321	09/07/2022 - #70A	26730000	N/A
107	New Hampshire Veterans Home	SWEEP- IT Infrastructure and Resident Safety Improvements	10/14/2022 - FIS 22-360	10/19/2022 - #84	26860000	N/A
108	Pease Development Authority - DPH	Pease Development Authority (PDA)	11/19/2021 - FIS 21-351	11/22/2021 - #58	24560000	N/A
109	Pease Development Authority - DPH	PDA Port Authority Investments	06/17/2022 - FIS 22-234	06/15/2022 - #80A	26600000	N/A
110	Police Standards and Training Council	PSTC A/C Replacements and Range Ventilation	06/08/2021 - FIS 21-144	06/16/2021 - #132	24880000	N/A