New Hampshire Fish and Game Department

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September 27, 2023

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 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 a grant award from the National Oceanic and Atmospheric Administration (NOAA) in the amount of $186,948 for the purpose of funding a saltmarsh monitoring and restoration planning project effective upon Fiscal Committee and Governor and Council approval through June 30, 2025. 100% Federal Funds.

2. Pursuant to RSA 124:15 and contingent upon approval of Requested Action #1, authorize the New Hampshire Fish and Game Department to establish a temporary full-time Biologist I (LG 21) position for the purpose of implementing a saltmarsh monitoring and restoration planning project effective upon Fiscal Committee and Governor and Council approval through June 30, 2025. 100% Federal Funds.

Funds to be budgeted as follows:

03-075-075-753020-63650000 Saltmarsh Monitoring & Restoration Program				
		FY 2024		FY 2024
Class		Current Budget	Requested Action	Revised Budget
020-500200	CURRENT EXPENSES	$0	$9,807	$9,807
041-500801	AUDIT FUND SET ASIDE	$0	$187	$187
050-500109	PERSONAL SERVICES - TEMPORARY	$0	$11,000	$11,000
059-500117	PERSONAL SERVICES-TEMP FULL TIME	$0	$106,422	106,422
060-500601	BENEFITS	$0	$59,532	$59,532
	Total Expenses	$0	$186,948	$186,948
Source of Funds				
000-400338	FEDERAL FUNDS	$0	$186,948	$186,948
	Total Revenues	$0	$186,948	$186,948

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

His Excellency, Governor Christopher T. Sununu
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September 27, 2023

EXPLANATION

This request will accept funds from a grant from the National Oceanic and Atmospheric Administration to implement a grant made available through a successful application for Assistance under the Coastal Zone Management Act Infrastructure Investment and Jobs Act. The intent of this funding is to add capacity to each National Estuarine Research Reserve to do work related to maintain the resilience of New Hampshire's coastal natural resources. The additional NOAA funding in this request will provide temporary staff time, a full time temporary position, associated benefits and supplies to increase the amount of restoration planning and pre-restoration field work and monitoring done on saltmarshes, eelgrass beds and oyster beds within coastal New Hampshire.

Funds are being budgeted in Class 020- Current Expenses for supplies related to saltmarsh monitoring.

Funds are being budgeted in Class 041- Audit Fund Set Aside to comply with RSA 124:16 that requires all agencies which receive federal funds to set aside a percentage (.1%) of the federal revenue amount received to pay for financial and compliance audits.

Funds are being budgeted in Class 050- Personal Services Temporary to add hours for a current seasonal, part time Bio-Aide to assist with coastal habitat monitoring and restoration planning.

Funds are being budgeted in Class 059- Personal Services Full Time Temporary to create and hire a full time Biologist I to implement restoration planning and monitoring activities in coastal habitats.

Funds are being budged in Class 060- Benefits to provide required benefits associated with the Class 050 and Class 059 requests.

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

1) List of personnel involved:
This request involves the creation of a Biologist 1 position. The direct supervisor will be Chris Peter, Biologist II, Position # 43058.

2) Nature, Need, and Duration:
Nature of the position: This position will be funded through a National Oceanic and Atmospheric Administration grant made available through a successful application for Assistance under the Coastal Zone Management Act Infrastructure Investment and Jobs Act. The intent of this funding is to add capacity to each National Estuarine Research Reserve to do work related to maintain the resilience of New Hampshire's coastal natural resources. Specifically, this position will assist in the creation and implementation of a state wide saltmarsh monitoring and restoration planning program. This biologist will assist in the design of a marsh monitoring protocol, facilitate meetings with partners related to marsh monitoring, will pilot monitoring techniques in the field, will collect data and will manage and analyze data.

Need: Saltmarshes are one of the most productive habitats in the world for fish and wildlife. They provide ecosystem benefits such as flood storage, water filtration, and carbon sequestration as well as being a habitat

for 80% of the commercially and recreationally important fish species. However, saltmarshes are highly threatened and most are degraded due to current and past land use combined with sea level rise. It is a federal and state priority to protect and restore saltmarshes. The National Oceanic and Atmospheric Administration has dedicated funding through the National Estuarine Research Reserves to build state capacity to understand trends in saltmarshes and improve capacity to complete restoration and land protection grants that can advance saltmarsh health.

Duration: The grant funds will cover the position through November 30, 2025. The National Oceanic and Atmospheric Administration has indicated that they will be extending the funding through 2027 through a second grant program that GBNERR will be eligible to apply for in 2024.

3) Relationship to existing agency programs:
The Great Bay National Estuarine Research Reserve is a NH Fish and Game program that was established in 1989 to study NH estuaries, protect land and natural resources surrounding Great Bay, educate the public about estuaries, and conduct science and monitoring that can inform estuarine management. For the past fifteen years, the reserve has been conducting monitoring of water quality and saltmarsh vegetation on select plots in Great Bay. The Biologist II position that exists within GBNERR is a local expert in saltmarsh ecology and has evaluated saltmarsh data regionally and nationally to identify trends associated with sea level rise. This position will allow GBNERR to expand monitoring and coordinate with the NH Coastal Program to develop a state-wide comprehensive saltmarsh monitoring and restoration planning and monitoring program. This position aligns with the NOAA IIJA funding opportunity and also aligns with a recognized need in NH to expand work on saltmarshes.

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 funding was not included in the agency's budget request because it was not known at the time the budget was developed these additional funds would be available for this project.

6) Can portions of the grant funds be utilized?
This position will be funded 100% through a federal grant.

7) Estimate the funds required to continue this position(s):
The estimated funds required to fund this position annually using current salary ranges is $97,203. This includes salary (Labor Grade 21, step 3), fringe and indirect costs.

Respectfully submitted,

Scott R. Mason
Executive Director

Kathy Ann LaBonte, Chief
Business Division

FORM CD-450
(REV 10/18)

U. S. DEPARTMENT OF COMMERCE

FINANCIAL ASSISTANCE AWARD

☐ GRANT ☒ COOPERATIVE AGREEMENT

RECIPIENT NAME NEW HAMPSHIRE FISH & GAME	FEDERAL AWARD ID NUMBER **NA23NOS4730027**
	PERIOD OF PERFORMANCE 12/01/2022-11/30/2025
STREET ADDRESS 11 HAZEN DR	FEDERAL SHARE OF COST $97,806.00
CITY, STATE, ZIP CODE CONCORD NH 03301-6502	RECIPIENT SHARE OF COST $0.00
AUTHORITY Infrastructure Investment and Jobs Act, Public Law 117-58	TOTAL ESTIMATED COST $97,806.00

CFDA NO. AND NAME

11.473 Office for Coastal Management

PROJECT TITLE

Great Bay NERR Capacity Building for Coastal Habitat Protection and Restoration

This Award Document (Form CD-450) signed by the Grants Officer constitutes an obligation of Federal funding. By signing this Form CD-450, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, the Form CD-450 must be signed by an authorized representative of the Recipient and returned to the Grants Officer. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Award offer and de-obligate the funds.

- ☒ DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE STANDARD TERMS AND CONDITIONS
- ☐ R & D AWARD
- ☐ FEDERAL-WIDE RESEARCH TERMS AND CONDITIONS, AS ADOPTED BY THE DEPT. OF COMMERCE
- ☒ BUREAU SPECIFIC ADMINISTRATIVE STANDARD AWARD CONDITIONS
- ☒ SPECIFIC AWARD CONDITIONS
- ☒ LINE ITEM BUDGET
- ☒ 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS, AS ADOPTED PURSUANT TO 2 CFR § 1327.101
- ☐ 48 CFR PART 31, CONTRACT COST PRINCIPLES AND PROCEDURES
- ☒ DEPARTMENT OF COMMERCE PRE-AWARD NOTIFICATION REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS (REF: 79 FR78390)
- ☒ MULTI-YEAR AWARD. PLEASE SEE THE MULTI-YEAR SPECIFIC AWARD CONDITION.
- ☐ OTHER(S):

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER Jewel Linzey	DATE 12/22/2022
PRINTED NAME, PRINTED TITLE AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL Mr. Randy Curtis	DATE 01/11/2023

FORM CD-451
(REV. 11/18)

U.S. DEPARTMENT OF COMMERCE

AMENDMENT TO FINANCIAL ASSISTANCE AWARD

GRANT X COOPERATIVE AGREEMENT

FEDERAL AWARD ID NUMBER
NA23NOS4730027

CFDA NO. AND NAME
11.473 Office for Coastal Management

PROJECT TITLE
Great Bay NERR Capacity Building for Coastal Habitat Protection and Restoration

RECIPIENT NAME
NEW HAMPSHIRE FISH & GAME

AMENDMENT NUMBER
1

STREET ADDRESS
11 HAZEN DR

EFFECTIVE DATE
12/01/2022

CITY, STATE, ZIP CODE
CONCORD NH 03301-6502

EXTEND PERIOD OF PERFORMANCE TO (IF APPLICABLE)
N/A

COSTS ARE REVISED AS FOLLOWS:	PREVIOUS ESTIMATED COST	ADD	DEDUCT	TOTAL ESTIMATED COST
FEDERAL SHARE OF COST	$ $97,806.00	$ $197,713.00	$ $0.00	$ $295,519.00
RECIPIENT SHARE OF COST	$ $0.00	$ $0.00	$ $0.00	$ $0.00
TOTAL ESTIMATED COST	$ $97,806.00	$ $197,713.00	$ $0.00	$ $295,519.00

REASON(S) FOR AMENDMENT.

1. To provide continued funding for the project entitled," Great Bay NERR Capacity Building for Coastal Habitat Protection and Restoration", per the recipient's application dated 7/22/2022, which is incorporated by reference.

2. To revise NOAA Administrative Specific Award Conditions.

This Amendment Document (Form CD-451) signed by the Grants Officer constitutes an Amendment of the above-referenced Award, which may include an obligation of Federal funding. By signing this Form CD-451, the Recipient agrees to comply with the Amendment provisions checked below and attached, as well as previous provisions incorporated into the Award. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Amendment offer and de-obligate any associated funds.

X SPECIFIC AWARD CONDITION(S)

LINE ITEM BUDGET

OTHER(S): _____

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER
Jewel Linzey

DATE
07/10/2023

PRINTED NAME, PRINTED TITLE, AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL
Randy Curtis

DATE
07/20/2023

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

2-10-2023

Ms. Deidre Grimes, Human Resources Administrator
NH Fish and Game Department
11 Hazen Drive

Concord, NH 03301

Regarding: Request to establish a full-time temporary Biologist I, LG 21, pay schedule A000 – assigned position 9T3294

Dear Ms. Grimes

After the review of your materials and proposed position information the Classification Unit, at the Division of Personnel approves your agency's request received on 01/19/2023 for the Department of Fish & Game, Marine Division to establish position # 9T3294 as a full-time temporary Biologist I, LG 21.

This position is being established as a response to a two-year grant awarded by the National Oceanic and Atmospheric Administration to conduct saltmarsh and estuarine habitat monitoring, restoration, planning, and support at the Great Bay National Estuarine Research Reserve.

The activation of this position shall be pending approval of funding. It will be your responsibility to use this document to request to create and fund your position via Fiscal Committee and Governor and Council. Once the necessary approval is obtained, please notify the Division of Personnel Operations Section at CentralHRProcessing@nh.gov.

Sincerely,

Marianne Rechy
Classification & Compensation Administrator

Cc: Lorrie Rudis, Director of Personnel
Joanne Lydick, Administrator of Operations
Kim Crowley, Human Resources

Revision Date 1/18/2023