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State of New Hampshire

DEPARTMENT OF SAFETY
JAMES H. HAYES BLDG. 33 HAZEN DR.
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ASSISTANT COMMISSIONER

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ASSISTANT COMMISSIONER

ROBERT L. QUINN
COMMISSIONER

October 12, 2023

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

REQUESTED ACTION

Authorize the Department of Safety to accept and expend \$26,561.00 from the NH Office of Highway Safety for the purchase of educational materials for the Motorcycle Rider Training (MRT) program, effective upon Governor and Council approval through June 30, 2024. 100% Intra-Agency Transfers.

02-23-23-233010-37650000 – Safety Dept –Division of Motor Vehicles - Fatal Accident Reporting
Activity code: 23MRTOHS24

Class	Description	SFY 2024 Current Authorized	Requested Action	SFY 2024 Adjusted Authorized
000-407708-16	Federal Funds	(\$34,852.00)	0.00	(\$34,852.00)
004-403630-68	Intra Agency Transfer	(\$61,959.00)	(\$26,561.00)	(\$88,520.00)
	Total	(\$96,811.00)	(\$26,561.00)	(\$123,372.00)
010-500100	Personal Services Perm Class	51,909.00	0.00	51,909.00
018-500106	Overtime	5,000.00	0.00	5,000.00
020-500200	Current Expenses	850.00	26,561.00	27,411.00
030-500301	Equipment New Replacement	300.00	0.00	300.00
037-500165	Technology-Hardware	250.00	0.00	250.00
039-500179	Telecommunications	1,000.00	0.00	1,000.00
040-500800	Indirect Costs	8,563.00	0.00	8,563.00
041-501587	Audit fund Set Aside	75.00	0.00	75.00
049-5849xx	Transfer to Other State Agency	44.00	0.00	44.00
050-500109	Personal Service Temp Appoint	1,362.00	0.00	1,362.00
060-500602	Benefits	23,608.00	0.00	23,608.00
066-500543	Employee Training	1,000.00	0.00	1,000.00
070-500700	In State Travel Reimbursement	150.00	0.00	150.00
080-500710	Out of State Travel Reimburse	2,700.00	0.00	2,700.00
	Total Expenses	\$96,811.00	\$26,561.00	\$123,372.00

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EXPLANATION

In 2023, the Division of Motor Vehicles' Motorcycle Rider Training (MRT) program successfully trained approximately 1,800 students in the art of safe motorcycle operation. The program boasts 37 coaches, seven test sites at six locations spread across the state. The funds from the NH Office of Highway Safety will allow the MRT program to create and/or purchase additional printed educational material for students to help increase motorcycle safety and to produce 100,000 motorcycle rider maps.

Funds were not budgeted in FY24 because the DMV was not notified that it would receive these funds until after the new fiscal year began.

Funds are to be budgeted in the following accounts:

Class 020 Funds are available to fund additional printed educational material and maps for the
Motorcycle Rider Training Program

Highway Funds or General Funds will not be used should federal funds become unavailable.

Respectfully Submitted,



Robert L. Quinn
Commissioner of Safety

**Department of Motor Vehicles
Motorcycle Rider Traing
02-23-23-233010-37650000**

Intra-Agency Funds Awarded:

Combined Highway Safety Grant 24-244	<u>\$26,561.90</u>
Total Grant Funds Awarded	\$26,561.90

Prior Fiscal Year Actual Expenses:

Less expenses in FY 2023	\$0.00
Total Prior Fiscal Year Actual Expenses	<u>\$0.00</u>

Net Grant Funds Remaining as of July 1, 2023	\$26,561.90
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Less SFY 2023 Appropriation including prior year encumbrances Account 02-23-23-233010-37650000	\$0.00
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Excess grant funds available to appropriate	<u>\$26,561.90</u>
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This Request	\$26,561.00
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State of New Hampshire Department of Safety
 Robert L. Quinn, Commissioner
 Eddie Edwards, Assistant Commissioner
 Steven R. Lavoie Assistant Commissioner



State of New Hampshire Office of Highway Safety
 Captain Christopher W. Vetter, Commander
 John A. Clegg, Program Manager

GRANT AGREEMENT AMENDMENT NOTICE – DMV MRT #1

Director John C. Marasco,
 New Hampshire Department of Motor Vehicles
 23 Hazen Drive
 Concord, NH 03305

Date: 09/20/2023

Grant Agreement Title/Number: NH Department of Safety Combined Highway Safety Grant Agreement #24-244 - New Hampshire State Police.

The NH Office of Highway Safety is amending your FFY-2024 New Hampshire DMV Motorcycle Rider Training Program budget within the FFY-2024 Department of Safety Combined Highway Safety Grant Agreement to provide additional funding of \$10,000.00, which includes the following requirements related to the additional funds, as listed below.

Upon your acceptance of this amendment, it shall be attached to and made a part of your Department's FFY-2024 budget within the FFY-2024 Department of Safety Combined Grant Agreement #24-244.

EXHIBIT A – Budget Adjustments:

Additional Projects & Funds Awarded	Additional Funding	Original Total Budget Amount	Revised Total Budget Amount	Revised Match Requirement
New Hampshire DMV Motorcycle Rider Training Program Budget: <u>Additional Project Added:</u> DMV Motorcycle Rider Training Program – (PSP & Task 24-05-03) Current Expenses: <u>Instructional Materials</u> Instructional Materials - \$8,755.00 + Indirect Cost @ 14.22% - \$8,755.00 + \$1,244.96 = (\$9,999.96) <u>\$10,000.00</u> FAST Act 405f FAIN Number Subaward: 69A3751930000405FNHO, 69A3752030000405FNHO, 69A3751930000405FNHO Bill & Supplemental Bill – 405f FAIN Number Subaward: 69A3752230000405FNHO, 69A37522305UP405FNHO, 69A3752330000405FNHO, 69A3752430000405FNHO Assistance listing: 20.616	\$10,000.00	\$16,561.90	\$26,561.90	\$6,640.48
NH Department of Safety Combined Grant Agreement Budget:	\$10,000.00	\$1,952,652.12 (including the NHSP C.A.R Amendment dated 9/6/23)	\$1,962,652.12	\$490,663.02

Comments: The NH OHS will reimburse the Department of Safety - NH Department of Motor Vehicles 100% of the cost for the above described Instructional Materials, including indirect costs incurred, up to \$10,000.00.

EXHIBIT B: Scope of Work & Performance Measure/Goal:

SCOPE OF WORK: This amendment provides funding to assist the New Hampshire Department of Safety - Department of Motor Vehicles Motorcycle Rider Training Program in acquiring the necessary Instructional Materials to be as effective as possible in their motorcycle driver training and education efforts.

PERFORMANCE MEASURE/GOAL: The New Hampshire Department of Motor Vehicles shall, at the conclusion of this project, provide their results in the number of motorcycle student drivers who register for the NH DMV Motorcycle Rider Training Program and the number of those registrants who successfully complete the MRT Program.

John C. Marasco 9/20/23
 Signature and Title of Subrecipient 1 Date
 John C. Marasco, Director DMV

Thomas Kaempfer 9/20/23
 Signature and Title of Subrecipient 2 Date
 Thomas Kaempfer, Assistant Director DMV

Robert L. Quinn
 Robert L. Quinn, Commissioner, NH Department of Safety

9/25/23
 Date