

COMMISSIONER  
Jared S. Chicoine

STATE OF NEW HAMPSHIRE

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TDD Access: Relay NH  
1-800-735-2964

DEPUTY COMMISSIONER  
Christopher J. Ellms, Jr.



Tel. (603) 271-3670

FAX (603) 271-1526

DEPARTMENT OF ENERGY  
21 S. Fruit St., Suite 10  
Concord, N.H. 03301-2429

Website:  
www.energy.nh.gov

October 19, 2023

The Honorable Ken Weyler, Chairman  
Fiscal Committee of the General Court  
and  
His Excellency, Governor Christopher T. Sununu,  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

- 1) Pursuant to RSA 14:30-a, VI, authorize the Department of Energy to accept and expend Federal Funds in the amount of \$568,000 from the United States Department of Energy, Inflation Reduction Act, Home Efficiency Rebates Program and Home Electrification Program, effective upon Fiscal Committee and Governor and Executive 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 Department of Energy, Division of Policy and Programs, to create two temporary full-time Program Specialist III (LG 23), to manage these programs, effective upon Fiscal Committee and Governor and Council approval through June 30, 2025. **100% Federal Funds**

Funding to be budgeted as follows:

**02-52-52-520510-XXXX0000 IRA Rebates**

Class/Account	Description	Requested Budget FY24	Requested Budget FY25	Total Budget Request
000/400338-16	Federal Funds	\$288,706	\$279,294	\$568,000
	<b>Total Revenue</b>	<b>\$288,706</b>	<b>\$279,294</b>	<b>\$568,000</b>
020/500200	Current Expenses	\$2,000	\$1,000	\$3,000
030/500301	Equipment New/Replacement	\$8,000	\$1,000	\$9,000
037/500173	Technology - Hardware	\$4,000	\$200	\$4,200
038/500175	Technology - Software	\$2,000	\$200	\$2,200
039/500180	Telecommunications	\$1,000	\$1,000	\$2,000
040/501587	Indirect Costs	\$60,100	\$62,504	\$122,604
041/500801	Audit Fund Set Aside	\$289	\$280	\$569
059/500117	Temp Full Time	\$125,150	\$133,062	\$258,212
060/500601	Benefits	\$72,549	\$72,548	\$145,097

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066/500543	Training	\$2,000	\$2,000	\$4,000
070/500704	In State Travel	\$1,500	\$500	\$2,000
080/500710	Out of State Travel	\$10,118	\$5,000	\$15,118
	<b>Total Appropriation</b>	<b>\$288,706</b>	<b>\$279,294</b>	<b>\$568,000</b>

**EXPLANATION**

The Department of Energy received these funds from the US Department of Energy's as a result of the Inflation Reduction Act (IRA). These funds were awarded by the US Department of Energy as 'early administrative funds', which provide capacity to the state to design the program delivery mechanisms within the confines of the issued program guidance and federal law.

This request is for two (2) Program Specialist IIIs, who will be tasked with drafting and submitting the applications the US Department of Energy for approval for the Home Efficiency Rebate Program and the Home Electrification and Appliance Rebate Program respectively. Once funds are awarded, these staff will be responsible for standing up the respective programs and their day-to-day administration.

This is a onetime award that is not in the Department's current biennial budget.

Funds are requested for the following purposes:

Class 020 – Current Expenses	New position's supplies and other current expenses
Class 030 – Equipment New/Replacement	Cubicles and furniture for the new position
Class 037 – Technology – Hardware	New position's computer hardware
Class 038 – Technology - Software	New position's software
Class 039 – Telecommunications	Telecom and data costs
Class 040 – Indirect Costs	Add the required Department indirect costs.
Class 041 – Audit Fund Set Aside	For additional .1% audit fund set aside requirements.
Class 059 – Temp Full Time	New position's salary
Class 060 - Benefits	New position's benefits
Class 066 - Training	Training for new positions
Class 070 – In State Travel	In-state-travel for the program
Class 080 – Out of State Travel	Out-of-state travel for the program

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

- 1) List of personnel involved:** Two Program Specialist III (LG 23)
- 2) Nature, Need, and Duration:** These positions will help the Department of Energy develop delivery mechanism, draft, and file applications for, and implement federal funding made available to the state from the Home Efficiency Rebate Program and Home Electrification Rebate Program, both funded through the Inflation Reduction Act. These positions will be responsible for the administration of these funds, conducting request for

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proposal processes, vetting of proposals, contracting, contract management, filing any application and program updates and reports to the US Department of Energy.

**3) Relationship to existing agency programs:** These positions will work alongside with staff working on other federal programs funded by the Inflation Reduction Act and Bipartisan Infrastructure Law.

**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?** These additional funds were not anticipated during the formulation of the FY24 and FY25 budget.

**6) Can portions of the grant funds be utilized?** Yes

**7) Estimate the funds required to continue this position(s):** The grant period will be through August 31, 2025. These positions will cost approximately \$200,000 per year. The Department will receive additional awards once filed applications are approved by the US Department of Energy.

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

Respectfully submitted,



Christopher J. Ellms Jr.  
Deputy Commissioner

## ASSISTANCE AGREEMENT

1. Award No. DE-SE0000050		2. Modification No.	3. Effective Date 08/01/2023	4. CFDA No. 81.041
5. Awarded To Executive Office Of The State Of New Hampshi Attn: Leonard Rautio 21 S Fruit St Ste 10 Concord NH 033012428		6. Sponsoring Office Energy Efficcy & Renewable Energy EE-1 U.S. Department of Energy 1000 Independence Avenue, S.W. Washington DC 20585		7. Period of Performance 08/01/2023 through 07/31/2025
8. Type of Agreement <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other	9. Authority 117-169 IRA 2022 109-58 Energy Policy Act 2005		10. Purchase Request or Funding Document No. 23SE000019	
11. Remittance Address Executive Office Of The State Of New Hampshi Attn: Leonard Rautio 21 South Fruit Street Concord NH 033013834		12. Total Amount Govt. Share: \$284,000.00  Cost Share : \$0.00  Total : \$284,000.00		13. Funds Obligated This action: \$284,000.00  Total : \$284,000.00
14. Principal Investigator	15. Program Manager Mary K. Hubbard Phone: 202-262-3522		16. Administrator Golden Field Office U.S. Department of Energy Golden Field Office 15013 Denver West Parkway Golden CO 80401	
17. Submit Payment Requests To Payment - Direct Payment from U.S. Dept of Treasury		18. Paying Office OR for Golden U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 6017 Oak Ridge TN 37831		19. Submit Reports To See Attachment 2
20. Accounting and Appropriation Data 05478-2022-31-200835-41020-1800007-0000000-0000000-0000000				
21. Research Title and/or Description of Project Inflation Reduction Act (IRA) Section 50121 - Home Efficiency Rebates Program Early Administrative Funds				
For the Recipient			For the United States of America	
22. Signature of Person Authorized to Sign			25. Signature of Grants/Agreements Officer  Signature on File	
23. Name and Title	24. Date Signed	26. Name of Officer Geoffrey I. Walker		27. Date Signed 09/12/2023

## CONTINUATION SHEET

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NAME OF OFFEROR OR CONTRACTOR

Executive Office Of The State Of New Hampshire

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>UEI: TNVEUXNKAF57</p> <p>The purpose of this action is to obligate IRA SCEP funds and to authorize activities under Section 50121.</p> <p>The Project Period for this award is 09/01/2023 through 08/31/2028.</p> <p>The current Period of Performance for this award is 09/01/2023 through 08/31/2025.</p> <p>In Block 7 of the Assistance Agreement, the Period of Performance reflects the beginning of the Project Period through the end of the current Budget Period.</p> <p>In addition to this Assistance Agreement, this award consists of the items listed on the Cover Page of the Special Terms and Conditions. Recipient acknowledges the activities approved by this award are listed in the NEPA determination, Attachment 5 of this Award. If new activities, or activities that do not fit within the restrictions listed in the NEPA determination are proposed, additional NEPA review and Contracting Officer approval are required. Contact your DOE Project Officer, as shown below.</p> <p>This award is subject to the Financial Assistance regulations contained in 2 CFR 200 as amended by 2 CFR Part 910.</p> <p>Block 9 Authority reads as follows: SEP is authorized under the Energy Policy and Conservation Act, as amended (42 U.S.C. 6321 et seq.). All grant awards made under this program shall comply with applicable laws including, but not limited to, the SEP statutory authority (42 U.S.C. § 6321 et seq.), 10 CFR 420, and 2 CFR 200 as amended by 2 CFR Part 910.</p> <p>Funding for all awards and future budget periods is contingent upon the availability of funds appropriated by Congress for the purpose of this program and the availability of future-year budget authority.</p> <p>DOE Award Administrator: Walda Jacobs Email: walda.jacobs@ee.doe.gov Phone: 720-262-0214</p> <p>Continued ...</p>				

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NAME OF OFFEROR OR CONTRACTOR  
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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>DOE Project Officer: Mary Hubbard E-mail: mary.hubbard@ee.doe.gov Phone: 202-262-3522</p> <p>Recipient Business Officer: Jane Lemire E-mail: jane.e.lemire@energy.nh.gov Phone: 603-271-1098</p> <p>Recipient Principal Investigator: Josh Elliott E-mail: joshua.w.elliott@energy.nh.gov Phone: 603-271-6003</p> <p>Electronic signature or signatures as used in this document means a method of signing an electronic message that-</p> <p>(A) Identifies and authenticates a particular person as the source of the electronic message; (B) Indicates such person's approval of the information contained in the electronic message; and, (C) Submission via FedConnect constitutes electronically signed documents.</p> <p>ASAP: YES Extent Competed: NOT AVAIL FOR COMP Davis-Bacon Act: NO PI: Elliott, Joshua Fund: 05478 Appr Year: 2022 Allottee: 31 Report Entity: 200835 Object Class: 41020 Program: 1800007 Project: 0000000 WFO: 0000000 Local Use: 0000000</p>				

## ASSISTANCE AGREEMENT

1. Award No. DE-SE0000106		2. Modification No.	3. Effective Date 08/01/2023	4. CFDA No. 81.041
5. Awarded To Executive Office Of The State Of New Hampshi Attn: Leonard Rautio 21 S Fruit St Ste 10 Concord NH 033012428		6. Sponsoring Office Energy Efficcy & Renewable Energy EE-1 U.S. Department of Energy 1000 Independence Avenue, S.W. Washington DC 20585		7. Period of Performance 08/01/2023 through 07/31/2025
8. Type of Agreement <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other	9. Authority 117-169 IRA 2022 109-58 Energy Policy Act 2005		10. Purchase Request or Funding Document No. 23SE000022	
11. Remittance Address Executive Office Of The State Of New Hampshi Attn: Leonard Rautio 21 South Fruit Street Concord NH 033013834		12. Total Amount Govt. Share: \$284,000.00  Cost Share : \$0.00  Total : \$284,000.00		13. Funds Obligated This action: \$284,000.00  Total : \$284,000.00
14. Principal Investigator	15. Program Manager Mary K. Hubbard Phone: 202-262-3522		16. Administrator Golden Field Office U.S. Department of Energy Golden Field Office 15013 Denver West Parkway Golden CO 80401	
17. Submit Payment Requests To Payment - Direct Payment from U.S. Dept of Treasury		18. Paying Office OR for Golden U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 6017 Oak Ridge TN 37831		19. Submit Reports To See Attachment 2
20. Accounting and Appropriation Data 05479-2022-31-200835-41020-1800008-0000000-0000000-0000000				
21. Research Title and/or Description of Project Inflation Reduction Act (IRA) Section 50122 - Home Efficiency Rebates Program Early Administrative Funds				
For the Recipient			For the United States of America	
22. Signature of Person Authorized to Sign			25. Signature of Grants/Agreements Officer  Signature on File	
23. Name and Title	24. Date Signed	26. Name of Officer Geoffrey I. Walker		27. Date Signed 09/12/2023

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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>UEI: TNVEUXNKAF57</p> <p>The purpose of this action is to obligate IRA SCEP funds and to authorize activities under Section 50122.</p> <p>The Project Period for this award is 09/01/2023 through 08/31/2028.</p> <p>The current Period of Performance for this award is 09/01/2023 through 08/31/2025.</p> <p>In Block 7 of the Assistance Agreement, the Period of Performance reflects the beginning of the Project Period through the end of the current Budget Period.</p> <p>In addition to this Assistance Agreement, this award consists of the items listed on the Cover Page of the Special Terms and Conditions. Recipient acknowledges the activities approved by this award are listed in the NEPA determination, Attachment 5 of this Award. If new activities, or activities that do not fit within the restrictions listed in the NEPA determination are proposed, additional NEPA review and Contracting Officer approval are required. Contact your DOE Project Officer, as shown below.</p> <p>This award is subject to the Financial Assistance regulations contained in 2 CFR 200 as amended by 2 CFR Part 910.</p> <p>Block 9 Authority reads as follows: SEP is authorized under the Energy Policy and Conservation Act, as amended (42 U.S.C. 6321 et seq.). All grant awards made under this program shall comply with applicable laws including, but not limited to, the SEP statutory authority (42 U.S.C. § 6321 et seq.), 10 CFR 420, and 2 CFR 200 as amended by 2 CFR Part 910.</p> <p>Funding for all awards and future budget periods is contingent upon the availability of funds appropriated by Congress for the purpose of this program and the availability of future-year budget authority.</p> <p>DOE Award Administrator: Walda Jacobs Email: walda.jacobs@ee.doe.gov Phone: 240-720-0214</p> <p>Continued ...</p>				

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Executive Office Of The State Of New Hampshire

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>DOE Project Officer: Mary Hubbard E-mail: mary.hubbard@hq.doe.gov Phone: 202-262-3522</p> <p>Recipient Business Officer: Jane Lemire E-mail: jane.e.lemire@energy.nh.gov Phone: 603-271-1098</p> <p>Recipient Principal Investigator: Joshua Elliott E-mail: joshua.w.elliott@energy.nh.gov Phone: 603-271-6003</p> <p>Electronic signature or signatures as used in this document means a method of signing an electronic message that-</p> <p>(A) Identifies and authenticates a particular person as the source of the electronic message;</p> <p>(B) Indicates such person's approval of the information contained in the electronic message; and,</p> <p>(C) Submission via FedConnect constitutes electronically signed documents.</p> <p>ASAP: YES Extent Competed: NOT AVAIL FOR COMP Davis-Bacon Act: NO PI: Elliott, Joshua Fund: 05479 Appr Year: 2022 Allottee: 31 Report Entity: 200835 Object Class: 41020 Program: 1800008 Project: 0000000 WFO: 0000000 Local Use: 0000000</p>				