



Lori A. Weaver  
Commissioner

Iain N. Watt  
Interim Director

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**STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**  
***DIVISION OF PUBLIC HEALTH SERVICES***

29 HAZEN DRIVE, CONCORD, NH 03301  
603-271-4501 1-800-852-3345 Ext. 4501  
Fax: 603-271-4827 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

March 25, 2024

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services (DHHS), Division of Public Health Services (DPHS), to accept and expend funds from the United States Food and Drug Administration (USFDA) to fund the Milk Safety and National Shellfish Sanitation program in the amount of \$50,457, effective upon Governor and Executive Council approval through June 30, 2024, and further authorize the funds to be allocated as follows. 100% Federal Funds.

**05-95-90-903010-79660000 HEALTH AND SOCIAL SERVICES, DEPARTMENT OF HEALTH AND HUMAN SERVICES, HHS: PUBLIC HEALTH DIVISION, BUREAU OF LABORATORY SERVICES, PUBLIC HEALTH LABORATORIES**

<b>Class-Account</b>	<b>Description</b>	<b>SFY 24 Current Adjusted Authorized</b>	<b>Requested Action</b>	<b>SFY 24 Revised Adjusted Authorized</b>
000-404972-16	Federal Funds	\$260,811	\$50,457	\$311,268
001-405833-68	Transfers from other Agency	\$11,827		\$11,827
003-402479-12	Revolving Funds	\$1,384		\$1,384
009-405921-68	Agency Income	\$263,278		\$263,278
	General Funds	\$4,306,528		\$4,306,528
<b>Total Revenue</b>		<b>\$4,843,828</b>	<b>\$50,457</b>	<b>\$4,894,285</b>
010-500100	Personal Services - Perm	\$2,301,540		\$2,301,540
018-500106	Overtime	\$28,931		\$28,931
019-500105	Holiday Pay	\$500		\$500
020-500200	Current Expenses	\$288,930	\$16,669	\$305,599
022-500258	Rent-Leases Other Than State	\$4,000		\$4,000
024-500225	Maint Other than Build-Grn	\$76,508		\$76,508
026-500251	Organizational Dues	\$9,261		\$9,261
030-500302	Equipment New Replacement	\$118,254	\$32,203	\$150,457
037-500173	Technology-Hardware	\$10,000	\$1,535	\$11,535
038-500175	Technology-Software	\$17,396		\$17,396
039-500188	Telecommunications	\$1,600		\$1,600
041-500801	Audit Fund Set Aside	\$412	\$50	\$462
042-500620	Additional Fringe Benefits	\$19,733		\$19,733
050-500109	Personal Service Temp	\$104,068		\$104,068
057-500531	Books Periodicals Subscriptions	\$300		\$300

059-500117	Temp Full Time	\$105,651		\$105,651
060-500601	Benefits	\$1,228,418		\$1,228,418
066-500544	Employee Training	\$5,000		\$5,000
070-500709	In State Travel	\$2,900		\$2,900
080-500179	Out-of-State Travel	\$13,351		\$13,351
102-500731	Contracts for Program Services	\$65,632		\$65,632
548-500396	Reagents	\$441,444		\$441,444
<b>Total Expenses</b>		<b>\$4,843,828</b>	<b>\$50,457</b>	<b>\$4,894,285</b>

**EXPLANATION**

This request is being made to accept grant funds available to implement the National Grade “A” Milk Safety and National Shellfish Sanitation Programs funded by the United States Food and Drug Administration (FDA). The Milk Safety grant award will be used to purchase equipment to be used for dairy testing, such as flow devices, colony counters, drying benches, thermometer probes and plate readers. The purchase of this equipment will improve the safety of the microbiology lab staff, increase testing capacity, reduce waste and save time. The Shellfish Sanitation grant award will be used to purchase supplies and equipment needed for shellfish testing. The program will purchase a water bath, a centrifuge, binoculars, a microscope camera, a pipet filler and lab testing supplies. These items will allow the New Hampshire Public Health Laboratory to continue to ensure the safety of mussels, clams and oysters sold and eaten in the State of New Hampshire and will improve testing efficiency, allow for greater testing quantity and enable continuing compliance with food protection regulations.

The funds are to be budgeted as follows:

- Class 020 Funds will be used to purchase various laboratory supplies including culture tubes, diagnostic vials, and racks.
- Class 030 Funds will be used to purchase a colony counter, a slide drying bench, binoculars, water baths, a blender base, a benchtop centrifuge, pipet fillers, microscope camera, thermometer probes, a plate reader and flow devices.
- Class 037 Funds will be used to purchase a Latitude 5340 Laptop and Mouse.
- Class 041 Funds will be used to pay for audit fund set aside per State requirement.

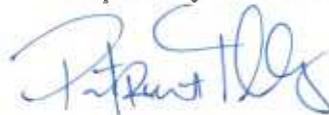
In response to the anticipated two-part question, “Can these funds be used to offset General Funds?” and “What is the compelling reason for not offsetting General Funds?” the Division offers the following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

Area served: Statewide.

Source of funds: 100% Federal Funds from the United States Food and Drug Administration (FDA).

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

Respectfully submitted,



*L* Lori A. Weaver  
 Commissioner



**NCIMS**  
National Conference on  
Interstate Milk Shipments



STATE COOPERATIVE PROGRAM GRANTS IN SUPPORT OF THE NATIONAL  
GRADE "A" MILK SAFETY AND NATIONAL SHELLFISH SANITATION PROGRAMS

February 1, 2024

**Grant Number:** G-SE-2306-04100

**Project Title:** Expand and maintain shellfish and seawater testing capabilities

**Award Value:** \$30,342.00

**Project Period:** January 31, 2024 to April 30, 2024

Stephanie Clark  
Laboratory Scientist III  
New Hampshire Public Health Laboratories  
29 Hazen Drive  
Concord, New Hampshire 03301

Dear Stephanie Clark:

Congratulations. Your application has been approved for Expand and maintain shellfish and seawater testing capabilities as part of the State Cooperative Program Grants in support of National Grade "A" Milk Safety and National Shellfish Sanitation Programs, funded by the United States Food and Drug Administration (FDA). Approval is based on review of the application submitted by you on behalf of New Hampshire Public Health Laboratories to the Association of Food and Drug Officials (AFDO).

As part of your application, your agency has made an assurance that it will comply with all applicable Federal statutes and regulations in effect during the grant period, including applicable parts of 45 CFR Parts 74 and 92. Acceptance of this award and/or any funds provided by the Cooperative Programs Grant Program acknowledges agreement with all of the terms and conditions in this award letter.

Your award is based on the above-title project application, submitted to and approved by AFDO, and is subject to the following terms and conditions:

- The grantee must complete the full scope of work and all tasks outlined in the approved grant application by April 30, 2024 unless a written exception is granted by the AFDO Programmatic Point of Contact for this grant award.
- Any changes to the scope, tasks, deliverables, or expenses of this project must be approved in advance and in writing by the AFDO Programmatic Point of Contact prior to work being modified or completed.
- The grantee must abide by the grant guidance for the program, available as a PDF file on the Milk and Shellfish Grant Program portal at <http://afdo.org/grants/msgrants>. This portal is also the site where you can find additional information/updates regarding this grant program, and where you can log in for project status and submission of required reports.

- Per United States Department of Health and Human Services Grants Policy, expenses for food or beverage are generally not allowed unless it is part of a per diem allowance provided in conjunction with allowable travel.
- A Final Project Report must be submitted through the online grants portal no more than 45 days after April 30, 2024. As part of the final report, the grantee must provide a full accounting of all expenditures made with funds from this grant award, accompanied by the documentation specified in the reporting section of the grant guidance.
- As a reminder, recipients of funding through this program are required to assure that project activities achieve greater conformance with either the National Grade "A" Milk Safety Program or National Shellfish Sanitation Programs, depending on the project.

**The amount of \$30,342.00 represents the full amount of funds to which you are entitled. Your grant award has been reduced to \$30,342 since the maximum allowed award per state is \$40,000.**

Grant awards are made with the understanding that the Cooperative Programs staff may require clarification of information within your application, as necessary, during the application, project, or reporting periods. These inquiries may be necessary to allow us to appropriately carry out our administrative responsibilities.

The Catalog of Federal Domestic Assistance (CFDA) number for this United States Food and Drug Administration grant, awarded to the Association of Food and Drug Officials on 9/12/2019, is 93.103. Your grant is considered a subaward under this AFDO grant.

This project is supported by the Food and Drug Administration (FDA) of the U.S. Department of Health and Human Services (HHS) as part of a financial assistance award U18FD006732 totaling \$3,000,000 with 100 percent funded by FDA/HHS. The contents are those of the author and do not necessarily represent the official views of, nor an endorsement, by FDA/HHS, or the U.S. Government.

If you have questions about this award, please contact your AFDO Programmatic Point of Contact. We appreciate your ongoing support of the National Grade "A" Milk Safety and National Shellfish Sanitation Programs.

Sincerely,



Steven Mandernach  
Executive Director  
Association of Food and Drug Officials  
155 W. Market St.  
3rd Floor  
York, PA 17401

**AFDO Programmatic Point of Contact:**

Cathy Hosman  
[msgrants@afdo.org](mailto:msgrants@afdo.org)  
(717) 814-9873

cc: Jenice Butler ([Jenice.Butler@fda.hhs.gov](mailto:Jenice.Butler@fda.hhs.gov))



**NCIMS**  
National Conference on  
Interstate Milk Shipments



ASSOCIATION OF FOOD  
& DRUG OFFICIALS  
SINCE 1896

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STATE COOPERATIVE PROGRAM GRANTS IN SUPPORT OF THE NATIONAL  
GRADE "A" MILK SAFETY AND NATIONAL SHELLFISH SANITATION PROGRAMS

September 22, 2023

**Grant Number:** G-ME-2306-04095

**Project Title:** Dairy Program Compliance

**Award Value:** \$20,115.45

**Project Period:** February 5, 2024 to April 30, 2024

Stephanie Clark  
Laboratory Scientist III  
New Hampshire Public Health Laboratories  
29 Hazen Drive  
Concord, New Hampshire 03301

Dear Stephanie Clark:

Congratulations. Your application has been approved for Dairy Program Compliance as part of the State Cooperative Program Grants in support of National Grade "A" Milk Safety and National Shellfish Sanitation Programs, funded by the United States Food and Drug Administration (FDA). Approval is based on review of the application submitted by

you on behalf of New Hampshire Public Health Laboratories to the Association of Food and Drug Officials (AFDO).

As part of your application, your agency has made an assurance that it will comply with all applicable Federal statutes and regulations in effect during the grant period, including applicable parts of 45 CFR Parts 74 and 92. Acceptance of this award and/or any funds provided by the Cooperative Programs Grant Program acknowledges agreement with all of the terms and conditions in this award letter.

Your award is based on the above-title project application, submitted to and approved by AFDO, and is subject to the following terms and conditions:

- The grantee must complete the full scope of work and all tasks outlined in the approved grant application by April 30, 2024 unless a written exception is granted by the AFDO Programmatic Point of Contact for this grant award.
- Any changes to the scope, tasks, deliverables, or expenses of this project must be approved in advance and in writing by the AFDO Programmatic Point of Contact prior to work being modified or completed.
- The grantee must abide by the grant guidance for the program, available as a PDF file on the Milk and Shellfish Grant Program portal at <http://afdo.org/grants/msgrants>. This portal is also the site where you can find additional information/updates regarding this grant program, and where you can log in for project status and submission of required reports.

- Per United States Department of Health and Human Services Grants Policy, expenses for food or beverage are generally not allowed unless it is part of a per diem allowance provided in conjunction with allowable travel.
- A Final Project Report must be submitted through the online grants portal no more than 45 days after April 30, 2024. As part of the final report, the grantee must provide a full accounting of all expenditures made with funds from this grant award, accompanied by the documentation specified in the reporting section of the grant guidance.
- As a reminder, recipients of funding through this program are required to assure that project activities achieve greater conformance with either the National Grade "A" Milk Safety Program or National Shellfish Sanitation Programs, depending on the project.

**The amount of \$20,115.45 represents the full amount of funds to which you are entitled.**

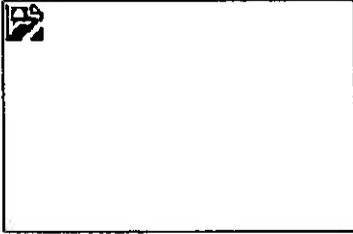
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Sincerely,



Steven Mandernach  
Executive Director  
Association of Food and Drug Officials  
155 W. Market St.  
3rd Floor  
York, PA 17401

**AFDO Programmatic Point of Contact:**  
Cathy Hosman  
msgrants@afdo.org  
(717) 814-9873

cc: Gerald Berg (Gerald.Berg@fda.hhs.gov)