



State of New Hampshire
DEPARTMENT OF NATURAL & CULTURAL RESOURCES
DIVISION OF FORESTS & LANDS

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April 25, 2024

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

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

REQUESTED ACTION

Pursuant to the provisions of RSA 9:16-a, II, authorize the Department of Natural and Cultural Resources (DNCR), Division of Forests and Lands to transfer funds in the amount of \$1,250 and create a new expenditure class code, effective upon Fiscal Committee and Governor and Council approval through June 30, 2025. 100% General Funds.

Funds are to be budgeted as follows:

03-035-035-351010-35000000 – Forests & Lands Administration

Class-Account- RG	Class Description	FY24 Current Adjusted Authorized	Requested Action	Revised FY24 Adjusted Authorized
000-400338-16	Federal Funds	\$100,056	\$0	\$100,056
00S-000010	General Funds	\$475,001	\$0	\$475,001
	Total Revenue	\$575,057	\$0	\$575,057
010-500100	Personal Services Perm Clas	\$94,039	\$0	\$94,039
011-500126	Personal Services Unclassif	\$119,296	\$0	\$119,296
020-500200	Current Expenses	\$6,200	\$0	\$6,200
022-500255	Rents-Leases Other Than Sta	\$3,394	\$0	\$3,394
026-500251	Organizational Dues	\$11,200	\$0	\$11,200
030-500320	Equipment New Replacement	\$250	\$0	\$250
039-500188	Telecommunications	\$5,000	\$0	\$5,000
041-500801	Audit Fund Set Aside	\$100	\$0	\$100
045-509045	Personnel Services Non Bene	\$115,000	\$0	\$115,000
060-500601	Benefits	\$117,169	\$0	\$117,169
070-500702	In State Travel Reimburseme	\$3,000	(\$1,250)	\$1,750
072-500577	Grants Federal	\$100,056	\$0	\$100,056
080-500712	Out Of State Travel Reimb	\$0	\$1,250	\$1,250
211-501530	Catastrophic Casualty Ins	\$353	\$0	\$353
	Total Expenses	\$575,057	\$0	\$575,057

EXPLANATION

The Division of Forests and Lands requests a new expenditure class code to continue education and research with other State forestry professionals to stay informed on the latest forest research and important emerging issues. For this reason, we respectfully request approval of this transfer to establish the correct appropriation class and allow transfer of some funds as identified based on the following.

The following appropriation authority is being requested:

Class 070 – In State Travel Reimbursement – Appropriation reduced due to in-state travel expenses projected to be less than current appropriation.

Class 080 – Out-of-State Travel – Additional appropriation needed for out of state travel to support continuing education and research with other forest professionals.

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985.

- 1) Does transfer involve continuing programs or one-time projects? No. This transfer does not involve the continuations of current and new program projects.
- 2) Is this transfer required to maintain existing program level or will it increase the program level? No. It will not increase the program level. It is only for the purpose of creating a new appropriation class.
- 3) Cite and requirements which makes this program mandatory. None
- 4) Identify the source of the funds on all accounts listed on this transfer. 100% General Funds for these particular classes.
- 5) Will there be any effect on revenue if this transfer is approved or disapproved. Revenue will not be affected by this transfer.
- 6) Are the funds expected to lapse if this transfer is not approved. Yes. This account lapses at year end.
- 7) Are personnel services involved? If yes, answer the following: No
 - a. Number of positions budgeted in each account. N/A
 - b. Number of positions filled in each account. N/A
 - c. Reason for vacant positions. N/A
 - d. Have any positions been transferred previously in these accounts? N/A
 - e. Will any positions be transferred as a result of this request? N/A

Respectfully submitted,

 (SM)

Sarah L. Stewart
Commissioner