



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 Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 9:16-a, II, authorize the Department of Natural and Cultural Resources, 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. 50% General Funds / 50% Other Funds (Agency Income).

Funds are to be budgeted in the following accounting unit:

03-035-035-351010-40070000 – Conservation Easement Stewardship

Class-Account-RG	Class Description	FY24 Current Adjusted Authorized	Requested Action	Revised FY24 Adjusted Authorized
008-402743-20	Agency Income	\$7,899	\$0	\$7,899
009-402008-26	Agency Income	\$56,876	\$0	\$56,876
00S-000010-GF	General Funds	\$39,570	\$0	\$39,570
Total Revenue		\$104,345	\$0	\$104,345
010-500100	Personal Services Perm Class	\$35,043	\$0	\$35,043
020-500200	Current Expenses	\$6,000	\$0	\$6,000
027-582703	Transfers To Doit	\$2,620	\$0	\$2,620
030-500311	Equipment – New/Replacement	\$26,000	\$0	\$26,000
037-500173	Technology-Hardware	\$2,000	\$0	\$2,000
038-500175	Technology-Software	\$2,000	\$0	\$2,000
039-500190	Telecommunications	\$1,000	\$0	\$1,000
042-500620	Additional Fringe Benefits	\$3,766	\$0	\$3,766
060-500601	Benefits	\$21,656	\$0	\$21,656
070-500705	In State Travel Reimbursement	\$4,000	(\$1,250)	\$2,750
080-500712	Out of State Travel Reimbursement	\$0	\$1,250	\$1,250
211-501530	Catastrophic Casualty Insurance	\$260	\$0	\$260
Total Expenses		\$104,345	\$0	\$104,345

EXPLANATION

The Division of Forests and Lands (Division) supports continued education and research collaboration with other forestry professionals to stay informed on the latest forest research and emerging issues in the forestry field. This transfer of funds from class 070 to class 080 will allow the Division staff to travel out-of-state, if necessary, to support these activities.

The following appropriation adjustments are 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 Reimbursement – Appropriation increased to reimburse out-of-state travel expenses.

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.** 50% General Funds / 50% Other Funds
- 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,

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Sarah L. Stewart
Commissioner