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STATE OF NEW HAMPSHIRE

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DEPARTMENT OF ENERGY  
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August 16, 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-c, I, authorize the Department of Energy to transfer funds in the amount of \$271,880 between class lines and create a class 022 Rents- Leases for office equipment rental, in the State Energy Program (SEP) account to make the management of the program more economical, effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2025. **100% Federal Funds**

Funding to be budgeted as follows:

**02-52-52-520510-33520000 State Energy Program**

CLASS/ACCOUNT	DESCRIPTION	CURRENT FY25 BUDGET	REQUEST	MODIFIED FY25 BUDGET
000	FEDERAL FUNDS	\$758,040	\$0	\$758,040
	<b>TOTAL REVENUE</b>	<b>\$758,040</b>	<b>\$0</b>	<b>\$758,040</b>
010/500100	PERSONAL SERVICES PERM CLASS	\$80,362	\$20,000	\$100,362
020/500200	CURRENT EXPENSES	\$1,810	\$0	\$1,810
022/500255	RENT - LEASES	\$0	\$2,000	\$2,000
026/500251	ORGANIZATIONAL DUES	\$8,620	\$0	\$8,620
027/582703	TRANSFERS TO DOIT	\$10,752	\$0	\$10,752
028/582814	TRANSFERS TO GENERAL SERVICES	\$5,558	\$0	\$5,558
029/500290	INTRA-AGENCY TRANSFERS	\$125,654	\$0	\$125,654
030/500301	EQUIPMENT NEW REPLACEMENT	\$1,019	\$0	\$1,019
039/500190	TELECOMMUNICATIONS	\$1,903	\$0	\$1,903
040/501587	INDIRECT COSTS	\$18,309	\$29,704	\$48,013
041/500801	AUDIT FUND SET ASIDE	\$582	\$176	\$758
042/500620	ADDITIONAL FRINGE BENEFITS	\$7,980	\$0	\$7,980
050/500109	PERSONAL SERVICE TEMP APPOINT	\$16,273	\$15,000	\$31,273
060/500601	BENEFITS	\$29,350	\$30,000	\$59,350
066/500543	EMPLOYEE TRAINING	\$1,000	\$0	\$1,000

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070/500704	IN STATE TRAVEL REIMBURSE	\$1,845	\$0	\$1,845
080/500710	OUT OF STATE TRAVEL REIMBURSE	\$20,780	\$0	\$20,780
085/588514	INTERAGCY XFR OUT OF FED FUNDS	\$105,706	\$175,000	\$280,706
102/500731	CONTRACTS FOR PROGRAM SERVICE	\$320,537	(\$271,880)	\$48,657
	<b>TOTAL APPROPRIATION</b>	<b>\$758,040</b>	<b>\$0</b>	<b>\$758,040</b>

**EXPLANATION**

The Department of Energy is requesting to transfer appropriation between classes and create a class 022 for the rental of a copier. The Department has decided to shift the School Energy Efficiency Development (SEED) Program funding to the State Energy Program BIL funding and increase the SEP funding for the Department’s Memorandum of Understanding (MOU) with the Department of Administrative Services, for energy efficiency projects in state owned buildings.

Transfers are requested for the following purposes:

- |   |   |
|---|---|
| Class 010 – Personnel services - Permanent        | Increase to account for a reclass done in FY24 and an additional existing full time employee doing work on the program. |
| Class 022 – Rents - Leases                        | Increase needed for rental of a copier.   |
| Class 040 – Indirect Costs                        | Increase for Department indirect costs.   |
| Class 041 – Audit Fund Set Aside                  | .1% audit fund set aside requirements.  |
| Class 050 – Personal Service-Temp                 | Increase for current personnel doing part time work on the program.   |
| Class 060 - Benefits                              | Increase due to increase in class 010 and 050   |
| Class 085 – Interagency Transfer out of Fed Funds | Increase for MOU with DAS<br>Decrease due to SEED program   |
| Class 102 – Contracts for Program Services        | shifting to SEP BIL and funds needed for DAS MOU.   |

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

**Justification:**

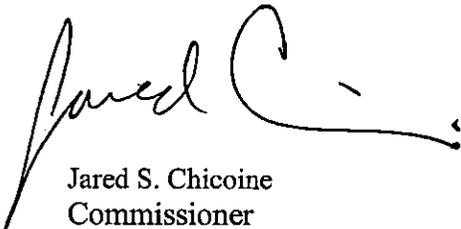
- 1) Does the transfer involve continuing programs or one-time projects?** This is a continuing annual grant program.

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- 2) **Is this transfer required to maintain existing program level or will it increase the program level?** This will increase the FY25 program level.
- 3) **Cite any requirements which make this program mandatory.** This grant is the US Department of Energy's annual allocation of funds for the State of New Hampshire used for energy efficient projects in state buildings.
- 4) **Identify the source of the funds on all accounts listed on this transfer.** 100% federal funds from the US Dept. of Energy
- 5) **Will there be any effect on revenue if this transfer is approved or disapproved?** If this transfer is not approved, the State of New Hampshire will be required to send back unspent funds to our federal partner.
- 6) **Are funds expected to lapse if this transfer is not approved?** No – the funds will be sent back to the US Dept. of Energy.
- 7) **Are personnel services involved? If yes, answer the following:**
  - a. **Number of positions budgeted in each account.** Class 10 – reclass for 1 staff person; Class 50 – part time work on this project for 1 current temporary staff person.
  - b. **Number of positions filled in each account.** Class 10 – 1 person; Class 50 – 1 person (partial).
  - c. **Reason for vacant positions.** N/A
  - d. **Have any positions been transferred previously in these accounts?** No
  - e. **Will any positions be transferred as a result of this request?** No

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

Respectfully submitted,



Jared S. Chicoine  
Commissioner