



New Hampshire Fish and Game Department

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August 15, 2024

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

REQUESTED ACTION

Authorize the New Hampshire Fish and Game Department to enter into a Cooperative Project Agreement (CPA) with the University of New Hampshire Survey Center, Durham, NH (vendor code #315187), in the amount of \$39,407.00 for the purpose of implementing a Big Game Population Preference Survey as part of a 10-year comprehensive planning effort to quantify New Hampshire residents' and hunters' opinions, concerns and desires regarding bear, moose, turkey, and deer populations and management in New Hampshire, from the date of Governor and Council approval through March 15, 2025. Funding is 75% Federal Funds, 25% Game Management Funds.

Funding is available in the following account:

03 75 75 751520-2158 WILDLIFE PROGRAM - Game Management

20-07500-21580000-046-500464	Consultants	FY25 \$39,407.00
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EXPLANATION

The Fish and Game Department (NHFGD) proposes to enter into a CPA with the University of New Hampshire Survey Center (UNHSC) to conduct this survey. The NHFGD has collaborated with this in-state university on a large number of research projects related to wildlife ecology and management for 50+ years and have established a very productive relationship. We would like to continue this relationship by conducting human dimensions research as it relates to wildlife conservation with the University's survey center.

The UNHSC has an extensive history (established in 1976) of conducting survey research projects for a diverse clientele including other New Hampshire state agencies, federal and local governments, non-profits, media, universities and private businesses. Center staff has a combined 75+ years of experience in survey design, implementation, and data reporting. The UNHSC strictly adheres to codes set by the American Association for Public Opinion Research (AAPOR) and are certified by the AAPOR Transparency Initiative. Additionally, they are a founding member of the Association of Academic Research Organizations (AASRO).

The North American Model of Wildlife Conservation established that wildlife is a public trust that is managed by government agencies (e.g., NHFGD) for all citizens in a sustainable manner. To effectively manage wildlife for all citizens, it is important that we measure preferences of New Hampshire residents, regardless if they participate in hunting or not. While the Department already collects contact information from licensed hunters, we do not have similar information from other constituent groups. Therefore measuring preferences of residents where contact information is not readily available (nonhunters) is best accomplished by conducting a panel survey where participants agree to be a part of a panel that targets specific demographics. The UNHSC is a leader in survey panel creation and the only organization with a probability-based panel of New Hampshire residents. These panels are far more cost and time efficient than other probability based survey methods.

New Hampshire's wildlife resources are invaluable ecological, recreational and economic assets. Results from the 2022 National Survey of Fishing, Hunting, and Wildlife-Associated Recreation indicate that annual hunting expenditures in New Hampshire exceed \$659,000,000 and 84,541 residents of and visitors to New Hampshire participated in this activity. Additionally, annual wildlife viewing expenditures in New Hampshire exceed \$3,000,000,000 and 1,289,781 residents and visitors participated. The NHFGD relies on state of the art biological and social science to satisfy diverse wildlife interests, and is deemed critical to ensure the health of our wildlife populations for the benefit and enjoyment of all present and future generations.

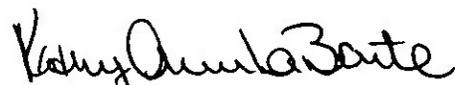
Public input is a critical component of game management planning in New Hampshire. As we approach the end of the current plan (2016-2025), we are actively engaged in initiating the formulation of a new plan for the period 2026-2035. This next plan will direct our comprehensive game management during the subsequent 10-year period.

The proposed Game Population Preference Survey will provide the Department with a statistically valid assessment of public opinions, concerns and desires regarding big game species. The survey will rank public satisfaction levels with existing game species populations, quantify public desires to stabilize, increase or decrease target populations, quantify the extent of change desired and identify key factors influencing respondent opinions. Survey results will generate statistically valid data with 95% confidence (+/- 5%) and allow for a breakdown of hunter and non-hunter opinions both at a statewide and management region level.

Respectfully submitted,



Scott R. Mason
Executive Director



Kathy Ann LaBonte, Chief
Business Division

COOPERATIVE PROJECT AGREEMENT

between the

STATE OF NEW HAMPSHIRE, Fish and Game Department

and the

University of New Hampshire of the UNIVERSITY SYSTEM OF NEW HAMPSHIRE

- A. This Cooperative Project Agreement (hereinafter "Project Agreement") is entered into by the State of New Hampshire, **Fish and Game Department**, (hereinafter "State"), and the University System of New Hampshire, acting through **University of New Hampshire**, (hereinafter "Campus"), for the purpose of undertaking a project of mutual interest. This Cooperative Project shall be carried out under the terms and conditions of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, except as may be modified herein.
- B. This Project Agreement and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire approve this Project Agreement ("Effective date") and shall end on **3/15/25**. If the provision of services by Campus precedes the Effective date, all services performed by Campus shall be performed at the sole risk of Campus and in the event that this Project Agreement does not become effective, State shall be under no obligation to pay Campus for costs incurred or services performed; however, if this Project Agreement becomes effective, all costs incurred prior to the Effective date that would otherwise be allowable shall be paid under the terms of this Project Agreement.
- C. The work to be performed under the terms of this Project Agreement is described in the proposal identified below and attached to this document as Exhibit A, the content of which is incorporated herein as a part of this Project Agreement.

Project Title: **2024 Big Game Survey**

- D. The Following Individuals are designated as Project Administrators. These Project Administrators shall be responsible for the business aspects of this Project Agreement and all invoices, payments, project amendments and related correspondence shall be directed to the individuals so designated.

State Project Administrator

Name: Kathy LaBonte
 Address: NH Fish and Game Department
11 Hazen Drive
Concord, NH 03301
 Phone: 603-271-2741

Campus Project Administrator

Name: Gretchen Swain
 Address: University of New Hampshire
Sponsored Programs Administration
51 College Rd
Durham, NH 03824
 Phone: _____

- E. The Following Individuals are designated as Project Directors. These Project Directors shall be responsible for the technical leadership and conduct of the project. All progress reports, completion reports and related correspondence shall be directed to the individuals so designated.

State Project Director

Name: Andrew Timmins
 Address: NH Fish and Game Department
11 Hazen Drive
Concord, NH 03301
 Phone: 603-271-1742

Campus Project Director

Name: Sean McKinley
 Address: University of New Hampshire
Survey Center
9 Madbury Road, Suite 402
Durham, NH 03824
 Phone: 603-862-2563

F. Total State funds in the amount of \$39,407.00 have been allotted and are available for payment of allowable costs incurred under this Project Agreement. State will not reimburse Campus for costs exceeding the amount specified in this paragraph.

Check if applicable

Campus will cost-share _____ % of total costs during the term of this Project Agreement.

Federal funds paid to Campus under this Project Agreement are from Grant/Contract/Cooperative Agreement No. F20AF11939 from **Department of Interior/Fish and Wildlife Service** under CFDA# 15.611. Federal regulations required to be passed through to Campus as part of this Project Agreement, and in accordance with the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, are attached to this document as Exhibit B, the content of which is incorporated herein as a part of this Project Agreement.

G. Check if applicable

Article(s) _____ of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002 is/are hereby amended to read:

H. State has chosen **not to take** possession of equipment purchased under this Project Agreement.

State has chosen **to take** possession of equipment purchased under this Project Agreement and will issue instructions for the disposition of such equipment within 90 days of the Project Agreement's end-date. Any expenses incurred by Campus in carrying out State's requested disposition will be fully reimbursed by State.

This Project Agreement and the Master Agreement constitute the entire agreement between State and Campus regarding this Cooperative Project, and supersede and replace any previously existing arrangements, oral or written; all changes herein must be made by written amendment and executed for the parties by their authorized officials.

IN WITNESS WHEREOF, the University System of New Hampshire, acting through the **University of New Hampshire** and the State of New Hampshire, **Fish and Game Department** have executed this Project Agreement.

By An Authorized Official of:
University of New Hampshire
Name: Dianne Hall
Title: Manager, Pre-Award Compliance
Signature and Date: Dianne Hall Digitally signed by Dianne Hall
Date: 2024.06.16 13:24:48
-0400

By An Authorized Official of:
Fish and Game Department
Name: Scott R. Mason
Title: Executive Director
Signature and Date: Scott R. Mason

By An Authorized Official of: the New
Hampshire Office of the Attorney General
Name: Joshua Harrison
Title: Assistant Attorney General
Signature and Date: [Signature] 9/4/2024

By An Authorized Official of: the New
Hampshire Governor & Executive Council
Name: _____
Title: _____
Signature and Date: _____

EXHIBIT A

- A. **Project Title:** 2024 Big Game Survey
- B. **Project Period:** September 1, 2024 - March 15, 2025
- C. **Objectives:** To quantify New Hampshire residents' and hunters' opinions, concerns and desires regarding bear, moose, turkey, and deer populations and management in New Hampshire by implementing a Big Game Population Preference Survey as part of a 10-year comprehensive planning effort.
- D. **Scope of Work:** The University of New Hampshire Survey Center (UNHSC) will work cooperatively with the NH Fish and Game Department (NHFGD) to develop and conduct a survey to measure New Hampshire residents' preferences as they relate to the management of big game species within the state. Specifically, this survey will measure participant's (1) opinion on big game (i.e., deer, moose, bear, and turkey) population levels and management; (2) interest in the wildlife resources of the state; (3) knowledge of wildlife population management programs and techniques; (4) rate of participation in hunting; and (5) support of hunting as a tool to manage wildlife populations. This survey will consist of approximately 75 close-ended questions and will take approximately 23 minutes to complete.

Data from this survey, in conjunction with species-specific biological data, will be used to establish draft big game population goals and objectives for the next 10-year game management plan (2026-2035). Draft goals and objectives developed using survey data will subsequently be presented to the public, modified as needed based on input and data, and adopted into a final big game management plan by the NHFGD's Commission.

The UNHSC will survey both the resident general population of New Hampshire as well as New Hampshire hunting license holders in separate survey efforts using an identical questionnaire during November 2024 - January 2025. For both surveys, targeted participants will be stratified using the NHFGD's six management regions (i.e., North, White Mountains, Central, Southwest-1, Southwest-2, and Southeast). These regions mirror the broad areas used in the management of big game species (to ensure representativeness at the management unit level). To assist in the survey stratification, the NHFGD will supply the UNHSC with maps showing boundaries and town composition of management regions. This approach will allow analysis of the data both regionally and among hunters and the general public.

The general population will include residents of the state that are 18 years of age and older. This will be accomplished with a one-time web survey of approximately 7,817 Granite State Panel members who will receive an email invitation and up to three reminder emails. To bolster response rate, three incentives (\$100) will be awarded via a random drawing of completed surveys. Oversampling will be conducted in the White Mountain and North Regions via a text-to-web methodology to increase response rate in those regions, thereby increasing confidence in the data. Due to differences in human populations in the northernmost regions (as compared to other regions), this method will help prevent decreased sample size.

The license holder population will include New Hampshire residents, age 16 and over, that have held a hunting license during 2019-2023 and for which the NHFGD has an email address on file. A maximum of 24,982 potential participants will be surveyed using Qualtrics. This will be accomplished with one email invitation and up to three email reminders. This will also include three incentives (\$100) to increase sample size.

Contact information from 24,000+ New Hampshire hunting license holders will be provided to the UNHSC by the NHFGD for the scope of work detailed in this section of the contract. The UNHSC shall not disclose any direct identifiers of individuals contained within NHFGD license data to another person or organization without prior written consent of the NHFGD. The UNHSC shall return or destroy all copies of the NHFGD license data on or before the ending date of this contract. For the purpose of this provision “direct identifier” means: names, postal address other than town or city, state, and zip code; telephone and fax numbers; electronic mail addresses; social security numbers’ and, certificate and license numbers.

E. Deliverables Schedule: Upon completion of the surveys and no later than February 15, 2025, UNHSC will provide the NHFGD with a dataset of completed interviews in Excel or SPSS for each surveyed population and a report. The report will be a PDF of major survey findings, including an executive summary, charts, detailed tabular results, and a technical report.

F. Budget and Invoicing Instructions: Campus will submit invoices to State on regular Campus invoice forms no more frequently than monthly and no less frequently than quarterly. Invoices will be based on actual project expenses incurred during the invoicing period, and shall show current and cumulative expenses by major cost categories as shown below. State will pay Campus within 30 days of receipt of each invoice. Campus will submit its final invoice not later than 75 days after the Project Period end date. Payment of final invoice shall be contingent upon receipt of deliverables and the final report.

The total for this contract is \$39,407.00. The budget summary is as follows:

Budget Items	State Funding	Cost Sharing	Total
1. Salaries & Wages	\$8,174	0	\$8,174
2. Employee Fringe Benefits	\$3,065	0	\$3,065
3. Travel	0	0	0
4. Supplies and Services	\$17,525	0	\$17,525
5. Equipment	0	0	0
6. Facilities & Admin	\$10,643	0	\$10,643
Subtotal Subaward Costs	\$39,407	0	\$39,407

Total Project Costs: \$39,407

Budget Justification Narrative:

1. Salaries and Wages: \$8,174

Sean McKinley, Principal Investigator, will be responsible for project administration, survey design and methodology, collection; analyzing data and preparing reports.

Andrew Smith, Survey Center Director, will provide administrative oversight of the project.

Tracy Keirns, Survey Center Assistant Director, will assist the PI with project administration, survey methodology and assist with analyzing data.

Zachary Azem, Survey Center Project Director, will be responsible for survey programming and assisting with coding and analyzing data.

2. Fringe Benefits: \$3,065

Fringe benefits will be charged according to UNH's current federally-approved benefits rates for the project period, at the "partial fringe benefits" rate for faculty and graduate student summer salary, and at the "full fringe benefits" rate for other full-time staff. Rates are 37.5% for full benefits, and 7.9% for partial benefits.

3. Travel: \$0

4. Supplies & Services: \$17,525

This for the purchase of Marketing System Group samples, incentives for completed surveys and States of Opinion Project™ fees directly related to the support of this project.

5. Equipment: \$0

6. Facilities and Administrative Costs: \$10,643

Facilities & Administrative (indirect) costs are calculated according to UNH's current negotiated rate agreement with the Federal government. For the proposed budget, an Other rate with a Modified Total Direct Costs base is applied. The applicable rate, as shown on our Federal agreement is 37%. The US Department of Health and Human Services is UNH's cognizant federal agency.

EXHIBIT B

This Project Agreement is funded under a Grant/Contract/Cooperative Agreement to State from the Federal sponsor specified in Project Agreement article F. All applicable requirements, regulations, provisions, terms and conditions of this Federal Grant/Contract/Cooperative Agreement are hereby adopted in full force and effect to the relationship between State and Campus, except that wherever such requirements, regulations, provisions and terms and conditions differ for INSTITUTIONS OF HIGHER EDUCATION, the appropriate requirements should be substituted (e.g., OMB Circulars A-21 and A-110, rather than OMB Circulars A-87 and A-102). References to Contractor or Recipient in the Federal language will be taken to mean Campus; references to the Government or Federal Awarding Agency will be taken to mean Government/Federal Awarding Agency or State or both, as appropriate.

Special Federal provisions are listed here: None or **Uniform Guidance** issued by the Office of Management and Budget (OMB) in lieu of Circulars listed in paragraph above.

The federal regulations applicable to Department of the Interior (DOI), Fish and Wildlife Service recipients, subrecipients and contractors are incorporated by reference. DOI Financial Assistance Standard Terms and Conditions are available on the Internet at <https://www.doi.gov/grants/doi-standard-terms-and-conditions>. These requirements include, but are not limited to, the following, as applicable:

- a. Program Authorization / Legislation: Wildlife Restoration (ALN # 15.611)
- b. 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- c. 2 CFR Part 25, Universal Identifier and Central Contractor Registration
- d. 2 CFR Part 170, Reporting Subawards and Executive Compensation
- e. 2 CFR Part 175, Award Term for Trafficking in Persons (Term is applicable to private entity subrecipients)
- f. 2 CFR Part 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms
- g. 2 CFR Part 200.322 Domestic preferences for procurements
- h. 2 CFR Part 200.323, Procurement of Recovered Materials
- i. 2 CFR Part 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters (Applicable to awards with a total Federal share of more than \$500,000)
- j. 2 CFR Part 1400, Government-wide Debarment and Suspension (Non-procurement)
- k. 2 CFR Part 1401, Requirements for Drug-Free Workplace (Financial Assistance)
- l. 2 CFR Part 1402, Federal Assistance Interior Regulation, supplementing 2 CFR 200 Parts A-D
- m. 43 CFR Part 17, Nondiscrimination in Federally Assisted Programs of the Department of the Interior
- n. 43 CFR 18, New Restrictions on Lobbying.
- o. Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving .