New Hampshire
Department of Agriculture, Markets & Food

Shawn N. Jasper, Commissioner

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September 27, 2024

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

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

REQUESTED ACTION

1. Pursuant to RSA 9:16-a, I, authorize the Department of Agriculture, Markets, and Food, State Conservation Committee (NHDAMF) to transfer funds in and among classes within an accounting unit in the amount of $132,882 for the Soil Conservation Program, effective upon approval of the Fiscal Committee and Governor and Executive Council through June 30, 2025. **100% Other Funds – Soil Conservation**

2. Authorize the Department of Agriculture, Markets, and Food, State Conservation Committee (NHDAMF) to budget and expend additional revenue from the Soil Conservation account in the amount of $13,874 for the purpose of awarding grants to nonprofit entities engaged in conservation activities, effective upon approval of the Governor and Executive Council through June 30, 2025. **100% Other Funds – Soil Conservation**

Funds are to be transferred in the following account: 02-18-18-184510-28600000 Soil Conservation

Class	Description	FY 2025 Current Modified Budget	FY 2025 Budget Request #1	FY 2025 Budget Request #2	FY 2025 Revised Budget
008-405368-12	AGENCY INCOME	$1,978,935	$0	$13,874	$1,992,809
	Total Revenue	$1,978,935	$0	$13,874	$1,992,809
Class	Description				
010-500100	PERSONAL SERVICES PERM CLAS	$68,104	$0	$4,475	$72,579
020-500200	CURRENT EXPENSES	$442	$0	$0	$442
037-500173	TECHNOLOGY-HARDWARE	$4,770	-$2,000	$0	$2,770
038-500175	TECHNOLOGY-SOFTWARE	$2,600	$0	$0	$2,600
039-500188	TELECOMMUNICATIONS	$3,442	-$1,000	$0	$2,442
040-500800	INDIRECT COSTS	$69,223	$0	$0	$69,223
042-500620	ADDITIONAL FRINGE BENEFITS	$5,754	$0	$0	$5,754
050-500109	PERSONAL SERVICE TEMP APPOI	$6	$0	$0	$6
060-500601	BENEFITS	$42,604	$0	$0	$42,604

065-500541	BOARD EXPENSES	$3,815	-$1,000	$0	$2,815
070-500704	IN STATE TRAVEL REIMBURSEME	$5,381	$0	$0	$5,381
073-509074	GRANTS NON FEDERAL	$1,551,267	$132,882	$9,399	$1,693,548
080-500716	OUT OF STATE TRAVEL REIMB	$6,069	$0	$0	$6,069
102-500733	CONTRACTS FOR PROGRAM SERVI	$177,956	-$91,381	$0	$86,575
103-502507	CONTRACTS FOR OP SERVICES	$37,502	-$37,501	$0	$1
	Total Expense	$1,978,935	$0	$13,874	$1,992,809

EXPLANATION

The Department of Agriculture, Markets and Food is seeking approval of this transfer because the Fiscal Year 2025 cumulative transfer amount will exceed the threshold of $100,000 for transferred appropriations set out in RSA 9:16-a, I. The New Hampshire Department of Agriculture, Markets, and Food, State Conservation Committee (NHDAMF), receives other funds for the Soil Conservation program through the Conservation License Plate program, RSA 261:97-c III (a). Grants are awarded through a competitive process to groups including municipalities, County Conservation Districts, County Cooperative Extension natural resource programs, municipal conservation agencies, schools, scout groups, and other nonprofit entities engaged in natural resource conservation programs for conservation activities. This position ensures long range strategic planning and provides program guidance to the conservation districts to ensure successful implementation of conservation projects and program services.

The Following appropriation authorities are being requested:

Class 010 – Personal Services Perm Class - to be increased to cover the shortfall projected for the salary of one full time employee

Class 037 – Technology – Hardware – to be reduced by moving funds into class 073

Class 039 – Telecommunications – to be reduced by moving money into class 073

Class 065 – Board Expenses – to be reduced by moving money into class 073

Class 073 – Grants Non-Federal – to be increased to provide grants to nonprofit entities for the purpose of conservation programs

Class 102 – Contracts for Program Services – to be reduced by moving money into class 073

Class 103 – Contracts for Operational Services – to be reduced by moving money into class 010 and class 073.

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

Justification:

1) **Does transfer involve continuing programs or one-time projects?**

   Continuing programs

2) **Is this transfer required to maintain existing program level or will it increase the program level.**

The transfer will maintain the existing program level.

3) **Cite any requirements which make this program mandatory.**

RSA 261:97-c, III (a) and (b)

4) **Identify the source of the funds on all accounts listed on this transfer.**

100% Other Funds, Soil Conservation program through the Conservation License Plate program, RSA 261:97-c III (a).

5) **Will there be any effect on revenue if this transfer is approved or disapproved?**

Yes, if approved the revenue balance forward will be reduced.

6) **Are funds expected to lapse if this transfer is not approved?**

No

7) **Are personnel services involved?** Yes

a. Number of positions budgeted in each account – 1
b. Number of positions filled in each account – 1
c. Reason for vacant positions – NA
d. Have any positions been transferred previously in these accounts? – No
e. Will any positions be transferred as a result of this request? - No

Sincerely

Joshua K. Marshall
Assistant Commissioner