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**STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**  
**DIVISION OF PUBLIC HEALTH SERVICES**

Lori A. Weaver  
Commissioner

Iain N. Watt  
Director

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December 3, 2024

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services (DHHS), Division of Public Health Services (DPHS), to accept and expend funds from the United States Food and Drug Administration (USFDA) to fund the National Shellfish Sanitation Project (NSSP) in the amount of \$38,000, effective upon Governor and Executive Council approval through June 30, 2025, and further authorize the funds to be allocated as follows. 100% Federal Funds.

**05-95-90-903010-79660000 HEALTH AND SOCIAL SERVICES, DEPARTMENT OF HEALTH AND HUMAN SERVICES, HHS: PUBLIC HEALTH DIVISION, BUREAU OF LABORATORY SERVICES, PUBLIC HEALTH LABORATORIES**

SFY 25

Class-Account	Description	SFY 25 Current Adjusted Authorized	Requested Action	SFY 25 Revised Adjusted Authorized
000-404972-16	Federal Funds	\$275,642	\$38,000	\$313,642
001-405833-68	Transfers from Other Agency	\$36,311		\$36,311
003-402479-12	Revolving Funds	\$1,449		\$1,449
009-405921-68	Agency Income	\$280,013		\$280,013
	General Funds	\$4,480,499		\$4,480,499
	<b>Total Revenue</b>	\$5,073,913	\$38,000	\$5,111,875
010-500100	Personal Services - Perm	\$2,403,032		\$2,403,032
018-500106	Overtime	\$31,360		\$31,360
019-500105	Holiday Pay	\$500		\$500
020-500200	Current Expenses	\$250,592		\$250,592
022-500258	Rent-Leases Other Than State	\$4,000		\$4,000
024-500225	Maint Other than Build-Grn	\$79,084		\$79,084
026-500251	Organizational Dues	\$9,724		\$9,724
030-500302	Equipment New Replacement	\$190,242	\$37,962	\$228,204
037-500173	Technology-Hardware	\$8,734		\$8,734
038-500175	Technology-Software	\$18,266		\$18,266
039-500188	Telecommunications	\$1,600		\$1,600
041-500801	Audit Fund Set Aside	\$636	\$38	\$674

042-500620	Additional Fringe Benefits	\$1		\$1
050-500109	Personal Service Temp	\$105,931		\$105,931
057-500531	Books Periodicals Subscriptions	\$300		\$300
059-500117	Temp Full Time	\$109,161		\$109,161
060-500601	Benefits	\$1,299,839		\$1,299,839
066-500544	Employee Training	\$5,000		\$5,000
070-500709	In State Travel	\$2,900		\$2,901
080-500179	Out-of-State Travel	\$13,127		\$13,127
102-500731	Contracts for Program Services	\$55,900		\$55,901
548-500396	Reagents	\$483,985		\$483,985
<b>Total Expense</b>		<b>\$5,073,913</b>	<b>\$38,000</b>	<b>\$5,111,875</b>

**EXPLANATION**

The New Hampshire Public Health Laboratories (NH PHL) has been awarded funding to purchase two (2) pieces of equipment to support the National Shellfish Sanitation Program (NSSP) method capabilities testing program. This equipment will help to meet the requirements for testing standards of multiple bacteria in wastewater by aiding in faster, more accurate counting and reporting of specimens. This equipment will also allow the NH PHL to upgrade to a higher precision method for shellfish testing.

The funds are to be budgeted as follows and utilized for the following purposes:

Class 030 Funds will be used to purchase an aSynbiosis aCOLyte 3 HD Colony Counting instrument and a Vector PCX detector. These two instruments will automate the bacteria counting process that is currently processed manually and will automate the detection of marine biotoxin in shellfish.

Class 041 Funds will be used for audit fund set aside as per State requirement.

Area served: Statewide

Source of Funds: 100% Federal funds from the United States Food and Drug Administration (USFDA).

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

Respectfully Submitted,



for:

Lori A. Weaver  
 Commissioner



**NCIMS**  
National Conference on  
Interstate Milk Shipments



STATE COOPERATIVE PROGRAM GRANTS IN SUPPORT OF THE NATIONAL  
GRADE "A" MILK SAFETY AND NATIONAL SHELLFISH SANITATION PROGRAMS

September 30, 2024

**Grant Number:** G-SE-2405-04573

**Project Title:** Increase NSSP method capabilities

**Award Value:** \$38,000.00

**Project Period:** October 1, 2024 to December 31, 2024

Stephanie Clark  
Laboratory Scientist III  
New Hampshire Public Health Laboratories  
29 Hazen Drive  
Concord, New Hampshire 03301

Dear Stephanie Clark:

Congratulations. Your application has been approved for Increase NSSP method capabilities as part of the State Cooperative Program Grants in support of National Grade "A" Milk Safety and National Shellfish Sanitation Programs, funded by the United States Food and Drug Administration (FDA). Approval is based on review of the application submitted by you on behalf of New Hampshire Public Health Laboratories to the Association of Food and Drug Officials (AFDO).

As part of your application, your agency has made an assurance that it will comply with all applicable Federal statutes and regulations in effect during the grant period, including applicable parts of 45 CFR Parts 74 and 92. Acceptance of this award and/or any funds provided by the Cooperative Programs Grant Program acknowledges agreement with all of the terms and conditions in this award letter.

Your award is based on the above-title project application, submitted to and approved by AFDO, and is subject to the following terms and conditions:

- The grantee must complete the full scope of work and all tasks outlined in the approved grant application by December 31, 2024 unless a written exception is granted by the AFDO Programmatic Point of Contact for this grant award.
- Any changes to the scope, tasks, deliverables, or expenses of this project must be approved in advance and in writing by the AFDO Programmatic Point of Contact prior to work being modified or completed.
- The grantee must abide by the grant guidance for the program, available as a PDF file on the Milk and Shellfish Grant Program portal at <http://afdo.org/grants/msggrants>. This portal is also the site where you can find additional information/updates regarding this grant program, and where you can log in for project status and submission of required reports.

- Per United States Department of Health and Human Services Grants Policy, expenses for food or beverage are generally not allowed unless it is part of a per diem allowance provided in conjunction with allowable travel.
- A Final Project Report must be submitted through the online grants portal no more than 45 days after December 31, 2024. As part of the final report, the grantee must provide a full accounting of all expenditures made with funds from this grant award, accompanied by the documentation specified in the reporting section of the grant guidance.
- As a reminder, recipients of funding through this program are required to assure that project activities achieve greater conformance with either the National Grade "A" Milk Safety Program or National Shellfish Sanitation Programs, depending on the project.

**The amount of \$38,000.00 represents the full amount of funds to which you are entitled. Your application has been approved for \$38,000.**

Grant awards are made with the understanding that the Cooperative Programs staff may require clarification of information within your application, as necessary, during the application, project, or reporting periods. These inquiries may be necessary to allow us to appropriately carry out our administrative responsibilities.

The Catalog of Federal Domestic Assistance (CFDA) number for this United States Food and Drug Administration grant, awarded to the Association of Food and Drug Officials on 9/12/2019, is 93.103. Your grant is considered a subaward under this AFDO grant.

This project is supported by the Food and Drug Administration (FDA) of the U.S. Department of Health and Human Services (HHS) as part of a financial assistance award U18FD006732 totaling \$3,000,000 with 100 percent funded by FDA/HHS. The contents are those of the author and do not necessarily represent the official views of, nor an endorsement, by FDA/HHS, or the U.S. Government.

If you have questions about this award, please contact your AFDO Programmatic Point of Contact. We appreciate your ongoing support of the National Grade "A" Milk Safety and National Shellfish Sanitation Programs.

Sincerely,



Steven Mandernach  
Executive Director  
Association of Food and Drug Officials  
155 W. Market St.  
3rd Floor  
York, PA 17401

**AFDO Programmatic Point of Contact:**  
Cathy Hosman  
[msgnants@afdo.org](mailto:msgnants@afdo.org)  
(717) 814-9873

cc: Jenice Butler ([Jenice.Butler@fda.hhs.gov](mailto:Jenice.Butler@fda.hhs.gov))