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State of New Hampshire
DEPARTMENT OF NATURAL & CULTURAL RESOURCES
DIVISION OF PARKS & RECREATION
BUREAU OF TRAILS



172 Pembroke Road Concord, New Hampshire 03301
Phone: 603-271-3254 Fax: 603-271-3553
TDD Access: Relay NH 1-800-735-2964
nhtrails.org

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January 15, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Natural and Cultural Resources, Division of Parks and Recreation, Bureau of Trails, to **retroactively** amend item #84 approved by Governor and Executive Council on October 27, 2021, and as amended by item #69 approved by Governor and Executive Council on June 1, 2022, to accept and expend funds from the United States Department of Agriculture, Forest Service for a Challenge Cost Share Agreement 21CS110922000-26 by extending the completion date from December 31, 2024, to July 5, 2026 with no change to the price limitation of \$51,000 effective upon Governor and Executive Council approval. 100% Federal Funds.

EXPLANATION

This request is **Retroactive** due to a clerical oversight contained in past documentation pertaining to the originally intended completion date of the Agreement. This item aims to correct this oversight.

This Challenge Cost Share Agreement amendment, upon approval, will continue the formal cooperation between the parties to plan, maintain and manage mutually beneficial snowmobile trail systems and associated facilities stewardship projects. These funds, while unused at this time, are planned to be expended to partially purchase bridge materials relating to an ongoing project of replacing two snowmobile bridges in Chatham, NH. The snowmobile bridge replacement project is in the engineering phase and is planned to be in construction phase in summer of 2025.

The U.S. Forest Service and The Trails Bureau have a long and rich relationship of working together to provide diverse and high-quality public snowmobile recreation opportunities on the White Mountain National Forest, including trail facility construction and maintenance activities. Together, the partnership manages approximately 650 miles of snowmobile trails on the White Mountain National Forest. Part of this management is the maintenance and replacement of significant infrastructure including bridges and culverts.

Respectfully submitted,

Brian I. Wilson
Director

Concurred,

(15M)

Sarah L. Stewart
Commissioner



MODIFICATION OF GRANT OR AGREEMENT

PAGE 1 OF PAGES 2

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 21-CS-11092200-026	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: 03
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4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Region 9 Regional Office 626 E. Wisconsin Ave. Milwaukee, WI 53202	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): White Mountain National Forest 71 White Mountain Dr. Campton, NH 03223-4272
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6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): State of New Hampshire- Department of Natural and Cultural Resources 172 Pembroke RD Concord, Hampshire 03301-5791	7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):
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8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input checked="" type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD: Extend agreement through 07/05/2026.
<input type="checkbox"/>	CHANGE IN FUNDING:
<input type="checkbox"/>	ADMINISTRATIVE CHANGES:
<input type="checkbox"/>	OTHER (Specify type of modification):

Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.

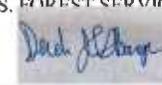
9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):
The reason for the extension is that there have been a lot of issues with securing the steel needed to manage critical findings on snowmobile bridges. This extension will allow the state and clubs to purchase the needed materials to remedy bridge critical findings and keep the trails.

10. ATTACHED DOCUMENTATION (Check all that apply):

<input type="checkbox"/>	Revised Scope of Work
<input type="checkbox"/>	Revised Financial Plan
<input type="checkbox"/>	Other:

11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. NINCR SIGNATURE 	11.B. DATE SIGNED 12/6/2024	11.C. U.S. FOREST SERVICE SIGNATURE  Digitally signed by DEREK IBARGUEN Date: 2024.12.06 12:57:30 -05'00'	11.D. DATE SIGNED
11.E. SARAH L. STEWART		11.F. DEREK IBARGUEN	
11.G. Commissioner, State of New Hampshire- Department of Natural and Cultural Resources		11.H. Forest Supervisor, White Mountain National Forest	

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by:  JEFFREY S. GAEDE	12.B. DATE SIGNED 11/26/2024
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USDA Forest Service

OMB 0596-0217
FS-1500-19

U.S. Forest Service Grants & Agreements Specialist

Burden Statement

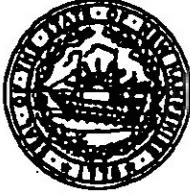
According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

MAY19'22 #10:20 RCVD

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STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION of PARKS and RECREATION
BUREAU of TRAILS

172 Pembroke Road Concord, New Hampshire 03301
Phone: (603) 271-3254 Fax: (603) 271-3553 E-Mail: nhtrails@dncr.nh.gov
Web: www.nhtrails.org

May 11, 2022

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

REQUESTED ACTION

Authorize the Department of Natural and Cultural Resources, Division of Parks and Recreation, Bureau of Trails, to accept and expend Challenge Cost Share Agreement funds in the amount of \$21,000 from the United States Department of Agriculture, Forest Service effective upon Governor and Council approval through December 31, 2024. The first agreement in the amount of \$30,000 was approved by Governor and Council on October 15, 2021, Item #84 bringing the total to \$51,000. 100% Federal Funds.

Funds are to be budgeted in the following account:

03-035-035-351510-32560000 - White Mountain National Forest Maintenance

Class-Account- RG	Description	FY22 Current Adjusted Authorized	Revised Action	Revised FY22 Adjusted Authorized
000-403260-16	Federal Funds	\$30,000	(\$21,000)	(\$51,000)
Total Revenue		\$30,000	(\$21,000)	(\$51,000)
020-500200	Current Expenses	\$10,000	\$10,000	\$20,000
022-500257	Rent-Leases Other Than State	\$10,000	\$10,000	\$20,000
030-500305	Equipment New/Replacement	\$9,970	\$979	\$10,949
041-500801	Audit Fund Set Aside	\$30	\$21	\$51
Total Expenses		\$30,000	\$21,000	\$51,000

EXPLANATION

The U.S. Forest Service and The Trails Bureau have a long and rich relationship of working together to provide diverse and high-quality public snowmobile recreation opportunities on the White Mountain National Forest. The two organizations have a lasting relationship of working together in trail and associated trail facility construction and maintenance activities. Together the partnership manages approximately 650 miles of snowmobile trails on the White Mountain National Forest. Part of this management is the maintenance and replacement of significant infrastructure including bridges and culverts.

The purpose of the challenge cost share agreement is to document the cooperation between the parties to plan, maintain and manage mutually beneficial snowmobile trail system and associated facilities stewardship projects.

Funds are being budgeted in Class 020 – Current Expenses – appropriation will be used for the purchase of aggregate materials, culverts, modular bridges, and other construction materials.

Funds are being budgeted in Class 022 – Rent-Leases other than state – appropriation will be used for renting of construction equipment.

Funds are being budgeted in Class 030 – New equipment purchases – appropriation will be used to purchase modular bridges.

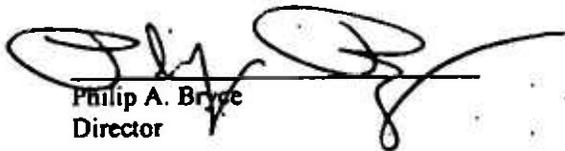
Funds are being budgeted in Class 041 – Audit Fund Set Aside – appropriation needed to pay required audit fees.

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

Respectfully submitted,

Concurred,

(254)


Philip A. Bryce
Director


Sarah L. Stewart
Commissioner



MODIFICATION OF GRANT OR AGREEMENT

PAGE	OF PAGES
1	2

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 21-CS-11092200-026	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: 002
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4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Region 9 Regional office 626 E. Wisconsin Ave. Milwaukee, WI 53202	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): White Mountain National Forest 71 White Mountain Dr. Campton, NH 03223-4272
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): Natural and Cultural Resources, New Hampshire Department of 172 Pembroke Lane Concord, NH 03301-5791	7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):

8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD:
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: FS will be adding \$21,000.00 to this agreement.
<input checked="" type="checkbox"/>	ADMINISTRATIVE CHANGES: Change Cooperator Program Contact from Clinton Savage to Craig Rennie
<input type="checkbox"/>	OTHER (Specify type of modification):

Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and to full force and effect.

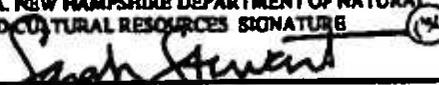
9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):
LIMITATION OF FUNDS. U.S. Forest Service funds in the amount of \$21,000.00 are currently available for performance of this agreement through 12/31/2024. The U.S. Forest Service's obligation for performance of this agreement beyond this date is contingent upon the availability of appropriated funds from which payment can be made. No legal liability on the part of the U.S. Forest Service for any payment above this amount until Natural and Cultural Resources, New Hampshire Department of receives notice of availability confirmed in a written modification by the U.S. Forest Service.

10. ATTACHED DOCUMENTATION (Check all that apply):

<input checked="" type="checkbox"/>	Revised Scope of Work
<input checked="" type="checkbox"/>	Revised Financial Plan
<input type="checkbox"/>	Other:

11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. NEW HAMPSHIRE DEPARTMENT OF NATURAL AND CULTURAL RESOURCES SIGNATURE  (Signature of Signatory Official)	11.B. DATE SIGNED	11.C. U.S. FOREST SERVICE SIGNATURE DEREK IBARGUEN Digitally signed by DEREK IBARGUEN Date: 2022.05.04 08:19:28 -0400 (Signature of Signatory Official)	11.D. DATE SIGNED 5/4/2022
11.E. SARAH L. STEWART	11.F. DEREK IBARGUEN		
11.G. Commissioner, Department of Natural Resources	11.H. Forest Supervisor, White Mountain N.F.		

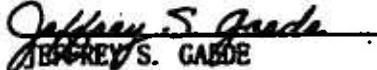
12. G&A REVIEW



USDA Forest Service

OMB 0596-0217
FS-1500-19

12.A. The authority and format of this modification have been reviewed and approved for signature by:


JEFFREY S. GABDE
U.S. Forest Service Grants & Agreements Specialist

12.B. DATE
SIGNED

03/01/2022

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

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U.S. Forest Service

OMB 0336-0217
 FB-1500-17B

Attachment: _____

USFS Agreement No.: 21-C8-11052200-026
 Cooperator Agreement No.: _____

Mod. No.: 2

Note: This Financial Plan may be used when:
 (1) No program income is expected and
 (2) The Cooperator is not giving cash to the FS and
 (3) There is no other Federal funding

Agreement's Financial Plan (Short Form)

Financial Plan Matrix:

Note: All columns may not be used. Use depends on source and type of contribution(s).

COST/ELEMENTS	FORREST SERVICE CONTRIBUTIONS (a)		COOPERATOR CONTRIBUTIONS (c)		Total (f)
	(a) Non-cash	(b) Cash to Cooperator	(c) Non-cash	(d) In-Cash	
Direct Costs					
Salaries/Labor	\$1,970.00	\$0.00	\$44,230.00	\$0.00	\$46,200.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$21,000.00	\$0.00	\$39,750.00	\$60,750.00
Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other					\$0.00
Subtotal	\$1,970.00	\$21,000.00	\$44,230.00	\$39,750.00	\$106,950.00
Coop Indirect Costs		\$0.00	\$0.00		\$0.00
FS Overhead Costs	\$0.00				\$0.00
Total	\$1,970.00	\$21,000.00	\$44,230.00	\$39,750.00	\$106,950.00
Total Project Value:					\$106,950.00

Percentage Share Determination	
Total Forest Service Share = (a+b) + (c) = (f)	(f) 21.47%
Total Cooperator Share (c+d) + (e) = (g)	(g) 78.53%
Total ((f)+(g)) = (h)	(h) 100.00%

WORKSHEET FOR

FS Non-Cash Contribution Cost Analysis, Column (a)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be created or lines may be removed, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor				
Standard Calculation				
Job Description	Cost/Day	# of Days	Total	
Program Manger	\$380.00	2.00		\$720.00
Trail Manager	\$250.00	5.00		\$1,250.00
				\$0.00
Total Salaries/Labor				\$1,970.00
Subtotal Direct Costs			\$1,970.00	

Forest Services/Overhead Costs			
Current Overhead Rate	Subtotal Direct Costs	Total	
	\$1,970.00		\$0.00
Total FS Overhead Costs			\$0.00

TOTAL COST	\$1,970.00
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WORKSHEET FOR

FS Cash to the Cooperator Cost Analysis, Column (b)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. $\text{cost/day} \times \# \text{ of days} = \text{total}$, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by $\text{cost/day} \times \# \text{ of days}$, costs may be calculated simply by a contracted value that is not dependent on days worked, such as $1 \text{ employee} \times \$1,200/\text{contract} = \$1,200$. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Supplies/Materials	# of Items	Cost/Item	Total
Non-Standard Calculation			
Lumber and building materials for bridge maintenance, gravel, signs, bridge drawings			\$21,000.00

Total Supplies/Materials			\$21,000.00
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Subtotal Direct Costs			\$21,000.00
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Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs		Total
	\$21,000.00		\$0.00
Total Coop. Indirect Costs			\$0.00

TOTAL COST			\$21,000.00
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WORKSHEET FOR

Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.
 NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract=\$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Standard Calculation				
Job Description	Cost/Day	# of Days	Total	
Summer Trail Work	\$170.00	25.00		\$4,250.00
Winter Trail Grooming (as funding allows)	\$1,600.00	25.00		\$40,000.00
				\$0.00
				\$0.00
Total Salaries/Labor				\$44,250.00
Subtotal Direct Costs			\$44,250.00	

Cooperator Indirect Costs			
Current Overhead Rate	Subtotal Direct Costs	Total	
	\$44,250.00		\$0.00
Total Coop. Indirect Costs			\$0.00

TOTAL COST	\$44,250.00
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WORKSHEET FOR

Cooperator In-Kind Contribution Cost Analysis, Column (d)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.
 NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days = total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract = \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Standard Calculation				
Supplies/Materials	# of Days	# of Items	Cost/Item	Total
Signs		100.00	\$10.00	\$1,000.00
Snow Groomer	25	3.00	\$500.00	\$37,500.00
Chainsaw and Brush saws		5.00	\$250.00	\$1,250.00
				\$0.00
Total Supplies/Materials				\$39,750.00

Subtotal Direct Costs **\$39,750.00**

TOTAL COST **\$39,750.00**

**New Hampshire Snowmobile Trail Maintenance and Travel
Management Partnership Challenge Cost-Share Agreement
Modification 002 WorkStatement**

I. Purpose & Objectives

To provide a detailed description of the mutually agreed upon work between the U.S. Forest Service - White Mountain National Forest and the New Hampshire Department of Natural and Cultural Resources, Trails Bureau. The objectives of this agreement are to:

1. Provide a safe and enjoyable recreation experience for visitors on the White Mountain National Forest snowmobile trails
2. Complete maintenance and construction tasks that are critical for visitor safety and resource protection on snowmobile trails on the WMNF
3. Complete project management activities associated with the Trails Bureau staff and volunteer crews working on project activities identified in Section II of this document.

II. Scope of Work

Activity	Funding
<p>Trail Maintenance Activities, including:</p> <ul style="list-style-type: none"> • Priority trail repairs and maintenance needs as identified by U.S. Forest Service staff on the Saco, Androscoggin, and Pemigewasset Ranger Districts in collaboration with trail club partners • Priority trail structure repairs and maintenance needs as identified by U.S. Forest Service staff in collaboration with NH Trails Bureau and partner clubs within the WMNF snowmobile trail system. 	\$21,000

III. Project Specifics:

General

Forest Service staff will supply Trails Bureau crews with applicable information on Forest Plan Standards and Guidelines, Manuals, Standard Drawings, and NEPA decision resource mitigations. All Trails Bureau crews and workers will adhere to these requirements when implementing projects.

84 402



STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION of PARKS and RECREATION
BUREAU of TRAILS

172 Pembroke Road Concord, New Hampshire 03301
 Phone: (603) 271-3254 Fax: (603) 271-3553 E-Mail: nhtrails@dncr.nh.gov
 Web: www.nhtrails.org

October 1, 2021

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

REQUESTED ACTION

The Department of Natural and Cultural Resources, Division of Parks and Recreation, Bureau of Trails, requests authorization to accept and expend Challenge Cost Share Agreement funds in the amount of \$30,000 from the United States Department of Agriculture, Forest Service effective upon Governor and Executive Council approval through December 31, 2023. 100% Federal Funds.

White Mountain National Forest Maintenance					
03-035-035-351510-32560000					
FY 2022					
Class	Account	Description	FY22 Current Adjusted Authorized	Revised Action	Revised FY22 Adjusted Authorized
Revenue					
000	403260	Federal Funds		(30,000)	(30,000)
Totals:			0	(30,000)	(30,000)
Expense					
020	500200	Current Expenses		10,000	10,000
022	500257	Rent-Leases Other Than State		10,000	10,000
030	500305	Equipment New/Replacement		9,970	9,970
041	500801	Audit Fund Set Aside		30	30
Totals:			0	30,000	30,000

EXPLANATION

The U.S. Forest Service and The Trails Bureau have a long and rich relationship of working together to provide diverse and high-quality public snowmobile recreation opportunities on the White Mountain National Forest. The two organizations have a lasting relationship of working together in trail and associated trail facility construction and maintenance activities. Together the partnership manages approximately 650 miles of snowmobile trails on the White Mountain National Forest. Part of this management is the maintenance and replacement of significant infrastructure including bridges and culverts.

The purpose of the challenge cost share agreement is to document the cooperation between the parties to plan, maintain and manage mutually beneficial snowmobile trail system and associated facilities stewardship projects.

Funds are being budgeted in Class 020 – Current Expenses – appropriation will be used for the purchase of aggregate materials, culverts, modular bridges and other construction materials.

Funds are being budgeted in Class 022 – Rent-Leases other than state – appropriation will be used for renting of construction equipment.

Funds are being budgeted in Class 030 – New equipment purchases – appropriation will be used to purchase modular bridges.

Funds are being budgeted in Class 041 – Audit Fund Set Aside – appropriation needed to pay required audit fees.

Respectfully submitted,



Philip A. Bryce
Director

Concurred,



Sarah L. Stewart
Commissioner



MODIFICATION OF GRANT OR AGREEMENT

PAGE	OF PAGES
1	2

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 21-CS-11092200-026	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: 001
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4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Region 9 Regional office 626 E. Wisconsin Ave. Milwaukee, WI 53202	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): White Mountain National Forest 71 White Mountain Dr. Campton, NH 03223-4272
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6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): Natural and Cultural Resources, New Hampshire Department of 172 Pembroke Lane Concord, NH 03301-5791	7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):
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8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD:
<input type="checkbox"/>	CHANGE IN FUNDING:
<input type="checkbox"/>	ADMINISTRATIVE CHANGES:
<input checked="" type="checkbox"/>	OTHER (Specify type of modification): Revised Original Award Financial Plan

Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.

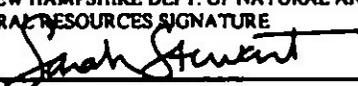
9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):
Revised original award financial plan is attached and now acts as the only financial plan for the original award.

10. ATTACHED DOCUMENTATION (Check all that apply):

<input type="checkbox"/>	Revised Scope of Work
<input checked="" type="checkbox"/>	Revised Financial Plan
<input type="checkbox"/>	Other:

11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. NEW HAMPSHIRE DEPT. OF NATURAL AND CULTURAL RESOURCES SIGNATURE  (Signature of Signatory Official)	11.B. DATE SIGNED 8/17/21	11.C. U.S. FOREST SERVICE SIGNATURE (Signature of Signatory Official)	11.D. DATE SIGNED
11.E. SARAH L. STEWART	11.F. DEREK IBARGUEN		
11.G. Commissioner, New Hampshire Department of Natural and Cultural Resources	11.H. Forest Supervisor, White Mountain National Forest		

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by:  JEFFREY S. GARBE U.S. Forest Service Grants & Agreements Specialist	12.B. DATE SIGNED 08/12/2021
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USDA Forest Service

OMB 0596-0217
FS-1500-19

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-6339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

Attachment:

USFS Agreement No.: 21-CS-11092200-026
Cooperator Agreement No.:

Mod. No.:

Note: This Financial Plan may be used when:
 (1) No program income is expected and
 (2) The Cooperator is not giving cash to the FS and
 (3) There is no other Federal funding

Agreements Financial Plan (Short Form)

Financial Plan Matrix: **Note: All columns may not be used. Use depends on source and type of contribution(s).**

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind	
Direct Costs					
Salaries/Labor	\$1,970.00	\$0.00	\$88,500.00	\$0.00	\$90,470.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$76,250.00
Supplies/Materials	\$0.00	\$30,000.00	\$0.00	\$77,250.00	\$31,000.00
Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other					\$0.00
Subtotal	\$1,970.00	\$30,000.00	\$88,500.00	\$77,250.00	\$197,720.00
Coop Indirect Costs		\$0.00	\$0.00		\$0.00
FS Overhead Costs	\$0.00				\$0.00
Total	\$1,970.00	\$30,000.00	\$88,500.00	\$77,250.00	\$197,720.00
Total Project Value:					\$197,720.00

Matching Costs Determination	
Total Forest Service Share = (a+b) + (c) = (f)	(f) 16.17%
Total Cooperator Share (c+d) + (e) = (g)	(g) 83.83%
Total (f+g) = (h)	(h) 100.00%

WORKSHEET FOR

FS Non-Cash Contribution Cost Analysis, Column (a)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor			
Standard Calculation			
Job Description	Cost/Day	# of Days	Total
Program Manger .	\$360.00	2.00	\$720.00
Trail Manager	\$250.00	5.00	\$1,250.00
			\$0.00
Total Salaries/Labor			\$1,970.00
Subtotal Direct Costs		\$1,970.00	

Forest Service Overhead Costs			
Current Overhead Rate	Subtotal Direct Costs		Total
	\$1,970.00		\$0.00
Total FS Overhead Costs			\$0.00

TOTAL COST	\$1,970.00
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WORKSHEET FOR

FS Cash to the Cooperator Cost Analysis, Column (b)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Supplies/Materials			
Supplies/Materials	# of Items	Cost/Item	Total
Non-Standard Calculation			
Lumber and building materials for bridge maintenance, gravel, signs			\$30,000.00
Total Supplies/Materials			\$30,000.00
Subtotal Direct Costs		\$30,000.00	

Cooperator Indirect Costs			
Current Overhead Rate	Subtotal Direct Costs		Total
	\$30,000.00		\$0.00
Total Coop. Indirect Costs			\$0.00

TOTAL COST	\$30,000.00
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WORKSHEET FOR

Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.
 NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract=\$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor				
Standard Calculation				
Job Description	Cost/Day	# of Days		Total
Summer Trail Work	\$170.00	50.00		\$8,500.00
Winter Trail Grooming (as funding allows)	\$1,600.00	50.00		\$80,000.00
				\$0.00
				\$0.00
Total Salaries/Labor				\$88,500.00
Subtotal Direct Costs			\$88,500.00	

Cooperator Indirect Costs				
Current Overhead Rate	Subtotal Direct Costs			Total
	\$88,500.00			\$0.00
Total Coop. Indirect Costs				\$0.00

TOTAL COST	\$88,500.00
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WORKSHEET FOR

Cooperator In-Kind Contribution Cost Analysis, Column (d)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.

NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. $\text{cost/day} \times \# \text{ of days} = \text{total}$, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by $\text{cost/day} \times \# \text{ of days}$, costs may be calculated simply by a contracted value that is not dependent on days worked, such as $1 \text{ employee} \times \$1,200/\text{contract} = \$1,200$. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Supplies/Materials				
Standard Calculation				
Supplies/Materials	# of Days	# of Items	Cost/Item	Total
Signs		100.00	\$10.00	\$1,000.00
Snow Groomer	50	3.00	\$500.00	\$75,000.00
Chainsaw, Brush saws		5.00	\$250.00	\$1,250.00
				\$0.00
Total Supplies/Materials				\$77,250.00
Subtotal Direct Costs			\$77,250.00	

TOTAL COST	\$77,250.00
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New Hampshire Snowmobile Trail Maintenance and Travel Management Partnership Challenge Cost-Share Agreement Work Statement

I. Purpose & Objectives

To provide a detailed description of the mutually agreed upon work between the U.S. Forest Service - White Mountain National Forest and the New Hampshire Department of Natural and Cultural Resources, Trails Bureau. The objectives of this agreement are to:

1. Provide a safe and enjoyable recreation experience for visitors on the White Mountain National Forest snowmobile trails
2. Complete maintenance and construction tasks that are critical for visitor safety and resource protection on snowmobile trails on the WMNF
3. Complete project management activities associated with the Trails Bureau staff and volunteer crews working on project activities identified in Section II of this document.

II. Scope of Work

Activity	Funding
Trail Maintenance Activities, including: <ul style="list-style-type: none"> • Priority trail repairs and maintenance needs as identified by U.S. Forest Service staff on the Saco, Androscoggin, and Pemigewasset Ranger Districts in collaboration with trail club partners (Cooperator Non-Cash) 	\$90,470.00
<ul style="list-style-type: none"> • Purchase and provide materials and supplies for identified priority trail tread, trail structure repairs and maintenance needs as identified by U.S. Forest Service staff in collaboration with NH Trails Bureau and partner clubs within the WMNF snowmobile trail system. \$90,470.00 (FS Cash and Cooperator In-Kind) 	\$107,250.00

III. Project Specifics:

General

Forest Service staff will supply Trails Bureau crews with applicable information on Forest Plan Standards and Guidelines, Manuals, Standard Drawings, and NEPA decision resource mitigations. All Trails Bureau crews and workers will adhere to these requirements when implementing projects.