



# New Hampshire Fish and Game Department

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**HEADQUARTERS:** 11 Hazen Drive, Concord, NH 03301-6500  
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March 12, 2025

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

### REQUESTED ACTION

Authorize the New Hampshire Fish and Game Department (NHFGD) to accept and expend funds from the National Oceanic and Atmospheric Administration (NOAA) in the amount of \$19,013.00 for the purposes of funding: 1) an invasive species removal and native planning project, and 2) a saltmarsh monitoring project effective upon Governor and Council approval through June 30, 2025. 100% Federal Funds.

Funds to be budgeted as follows:

<b>Marine Resources Program-Saltmarsh Monitoring &amp; Restoration</b>				
<b>020-07500-63650000</b>				
<b>Fiscal Year 2025</b>				
Class-Account	Description	FY25 Adjusted Authorized	Requested Action	Revised FY25 Adjusted Authorized
000-400338	Federal Funds	\$141,613.03	\$19,013.00	\$160,626.03
	Total Revenue	\$141,613.03	\$19,013.00	\$160,626.03
020-500200	Current Expenses	\$9,014.15	\$2,500.00	\$11,514.15
041-500801	Audit Fund Set Aside	\$139.09	\$19.00	\$158.09
050-500109	Personal Services Temporary	\$11,000.00	\$13,000.00	\$24,000.00
059-500117	Personal Services Temporary Full Time	\$78,682.61	0	\$78,682.61
060-500602	Benefits	\$42,777.18	\$994.00	\$43,771.18
103-502507	Contracts for Operational Services	0	\$2,500.00	\$2,500.00
	Total Expenses	\$141,613.03	\$19,013.00	\$160,626.03

**REGION 1**  
629B Main Street  
Lancaster, NH 03584-3612  
(603) 788-3164  
FAX (603) 788-4823  
email: reg1@wildlife.nh.gov

**REGION 2**  
PO Box 417  
New Hampton, NH 03256  
(603) 744-5470  
FAX (603) 744-6302  
email: reg2@wildlife.nh.gov

**REGION 3**  
225 Main Street  
Durham, NH 03824-4732  
(603) 868-1095  
FAX (603) 868-3305  
email: reg3@wildlife.nh.gov

**REGION 4**  
15 Ash Brook Court  
Keene, NH 03431  
(603) 352-9669  
FAX (603) 352-8798  
email: reg4@wildlife.nh.gov

Her Excellency, Governor Kelly A. Ayotte  
and the Honorable Council

**EXPLANATION**

This request will accept funds from two grants from the National Oceanic and Atmospheric Administration to implement and add capacity to each National Estuarine Research Reserve to do work related to maintaining the resilience of New Hampshire's coastal natural resources. The additional NOAA funding in this request will provide supplies and small contracts to complete invasive species removal, native plantings, and support for part time staff to conduct saltmarsh monitoring.

Funds are being budgeted in Class 020- Current Expenses for supplies related to planting native shrubs and trees.

Funds are being budgeted in Class 041- Audit Fund Set Aside to comply with RSA 124:16 that requires all agencies which receive federal funds to set aside a percentage (0.1%) of the federal revenue amount received to pay for financial and compliance audits.

Funds are being budgeted in Class 050- Personal Services Temporary to add hours for a current seasonal, part time Biological Aide to assist with invasive species removal and habitat improvement projects.

Funds are being budgeted in Class 060 to provide benefits for the 050 position.

Funds are being budgeted in Class 103 to provide contract support for invasive species removal.

Respectfully submitted,



Stephanie L. Simek, Ph.D, Director



Kathy Ann LaBonte, Chief  
Business Division

**NEW HAMPSHIRE FISH & GAME DEPARTMENT  
FY25 FISCAL SITUATION**

**Marine Resources Program-Saltmarsh Monitoring & Restoration  
020-07500-63650000**

Total Federal Authorization	\$ 695,482.00
Less Budgeted FY25 Org 6365	\$ 141,613.03
Less Funds Expended Prior Fiscal Years	\$ 56,672.00
Less Budgeted FY25 Indirect	\$ 26,160.81
Total Available for Budgeting	<u>\$ 471,036.16</u>

Available to Budget at Later Date	\$ 452,023.16
<b>REQUESTED ACTION</b>	<u>\$ 19,013.00</u>

Federal Grant	Grant Amount	Expended or Budgeted	Balance
NA23NOS4730027	\$ 295,519.00	\$ 224,445.84	\$ 71,073.16
NA24NOSX473C0039	\$ 399,963.00	\$ -	\$ 399,963.00
	<u>\$ 695,482.00</u>		<u>\$ 471,036.16</u>

Note: The Department's Negotiated Indirect Cost Rate Agreement (NICRA) allows indirect costs on wages and benefits only. The figure shown above for budgeted indirect is the estimated amount of federal reimbursement for agency indirect in relation to the direct personnel costs budgeted for the grant.

FORM CD-450 (REV 10/18)		U. S. DEPARTMENT OF COMMERCE <b>FINANCIAL ASSISTANCE AWARD</b>		<input type="checkbox"/> GRANT <input checked="" type="checkbox"/> COOPERATIVE AGREEMENT	
RECIPIENT NAME NEW HAMPSHIRE FISH & GAME		FEDERAL AWARD ID NUMBER <b>NA23NOS4730027</b>		PERIOD OF PERFORMANCE 12/01/2022-11/30/2025	
STREET ADDRESS 11 HAZEN DR		FEDERAL SHARE OF COST \$97,806.00		RECIPIENT SHARE OF COST \$0.00	
CITY, STATE, ZIP CODE CONCORD NH 03301-6502		TOTAL ESTIMATED COST \$97,806.00		AUTHORITY Infrastructure Investment and Jobs Act, Public Law 117-58	
CFDA NO. AND NAME 11.473 Office for Coastal Management					
PROJECT TITLE Great Bay NERR Capacity Building for Coastal Habitat Protection and Restoration					
<p>           This Award Document (Form CD-450) signed by the Grants Officer constitutes an obligation of Federal funding. By signing this Form CD-450, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, the Form CD-450 must be signed by an authorized representative of the Recipient and returned to the Grants Officer. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Award offer and de-obligate the funds.         </p> <p> <input checked="" type="checkbox"/> DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE STANDARD TERMS AND CONDITIONS  <input type="checkbox"/> R &amp; D AWARD  <input type="checkbox"/> FEDERAL-WIDE RESEARCH TERMS AND CONDITIONS, AS ADOPTED BY THE DEPT. OF COMMERCE  <input checked="" type="checkbox"/> BUREAU SPECIFIC ADMINISTRATIVE STANDARD AWARD CONDITIONS  <input checked="" type="checkbox"/> SPECIFIC AWARD CONDITIONS  <input checked="" type="checkbox"/> LINE ITEM BUDGET  <input checked="" type="checkbox"/> 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS, AS ADOPTED PURSUANT TO 2 CFR § 1327.101  <input type="checkbox"/> 48 CFR PART 31, CONTRACT COST PRINCIPLES AND PROCEDURES  <input checked="" type="checkbox"/> DEPARTMENT OF COMMERCE PRE-AWARD NOTIFICATION REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS (REF: 79 FR78390)  <input checked="" type="checkbox"/> MULTI-YEAR AWARD. PLEASE SEE THE MULTI-YEAR SPECIFIC AWARD CONDITION.  <input type="checkbox"/> OTHER(S):         </p>					
SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER Jewel Linzey				DATE 12/22/2022	
PRINTED NAME, PRINTED TITLE AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL Mr. Randy Curtis				DATE 01/11/2023	

# AMENDMENT TO FINANCIAL ASSISTANCE AWARD

FEDERAL AWARD ID NUMBER

NA23NOS4730027

CFDA NO. AND NAME

11.473 Office for Coastal Management

PROJECT TITLE

Great Bay NERR Capacity Building for Coastal Habitat Protection and Restoration

RECIPIENT NAME

NEW HAMPSHIRE FISH & GAME

AMENDMENT NUMBER

1

STREET ADDRESS

11 HAZEN DR

EFFECTIVE DATE

12/01/2022

CITY, STATE, ZIP CODE

CONCORD NH 03301-6502

EXTEND PERIOD OF PERFORMANCE TO  
(IF APPLICABLE)

N/A

COSTS ARE REVISED AS FOLLOWS:	PREVIOUS ESTIMATED COST	ADD	DEDUCT	TOTAL ESTIMATED COST
FEDERAL SHARE OF COST	\$ 97,806.00	\$ 197,713.00	\$ 0.00	\$ 295,519.00
RECIPIENT SHARE OF COST	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL ESTIMATED COST	\$ 97,806.00	\$ 197,713.00	\$ 0.00	\$ 295,519.00

REASON(S) FOR AMENDMENT.

- To provide continued funding for the project entitled, " Great Bay NERR Capacity Building for Coastal Habitat Protection and Restoration", per the recipient's application dated 7/22/2022, which is incorporated by reference.
- To revise NOAA Administrative Specific Award Conditions.

This Amendment Document (Form CD-451) signed by the Grants Officer constitutes an Amendment of the above-referenced Award, which may include an obligation of Federal funding. By signing this Form CD-451, the Recipient agrees to comply with the Amendment provisions checked below and attached, as well as previous provisions incorporated into the Award. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Amendment offer and de-obligate any associated funds.

SPECIFIC AWARD CONDITION(S)

LINE ITEM BUDGET

OTHER(S): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER

Jewel Linzey

DATE

07/10/2023

PRINTED NAME, PRINTED TITLE, AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

Randy Curtis

DATE

07/20/2023



**RECIPIENT INFORMATION**

1. **Recipient Name**  
NEW HAMPSHIRE FISH & GAME  
11 HAZEN DR  
CONCORD, NH 03301
2. **Congressional District of Recipient**  
02
3. **Employer Identification Number (EIN)**  
02-6000618
4. **UEI**  
XVNEMFW345H9
5. **Recipient Point of Contact**  
Cory A Riley  
Cory.A.Riley@wildlife.nh.gov
6. **Authorized Official**  
Mr. Curtis, Randy  
randy.l.curtis@wildlife.nh.gov

**FEDERAL AGENCY CONTACT INFORMATION**

7. **Grant Specialist**  
Jennifer Jackson  
jennifer.jackson@noaa.gov
8. **Program Officer**  
Claudia Mazur  
Claudia.Mazur@noaa.gov
9. **Grant Officer**  
Jewel Linzey  
jewel.linzey@noaa.gov

**FEDERAL AWARD INFORMATION**

10. **Award Number / FAIN**  
NA24NOSX473C0039-T1-01 / NA24NOSX473C0039 / Mod 0
11. **Award Type**  
Cooperative Agreement
12. **Period of Performance Start Date & End Date**  
05/01/2024 - 03/31/2029
13. **Federal Share of Cost**  
\$399,963
14. **Recipient Share of Cost**  
\$0
15. **Total Federal and Recipient Cost**  
\$399,963
16. **Opportunity Number**  
NOAA-NOS-OCM-2024-2008108
17. **Project Title**  
National Estuarine Research Reserve System Inflation Reduction Act Non-Competitive Award - Great Bay NERR
18. **Assistance Listing Number and Name**  
11.473 Office for Coastal Management
19. **Award Action Type**  
New Competing
20. **Multiyear Award?**  
No
21. **R&D Award?**  
No
22. **Construction Award?**  
No
23. **Grants Officer - Signature and Date**  
Brandi Franklin - 05/24/2024