

COMMISSIONER
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STATE OF NEW HAMPSHIRE



DEPUTY COMMISSIONER
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April 18, 2025

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court

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

REQUESTED ACTION

Pursuant to RSA 9:16-c, I, authorize the Department of Energy to transfer appropriation in the amount of \$100,000 for the continued support of the Fuel Assistance Program to cover expenses for the remainder of State Fiscal Year 2025 (SFY25) effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2025. **100% Federal Funds**

Appropriation to be transferred as follows:

02-52-52-520010-33540000 Fuel Assistance

Class	Account	Description	Current SFY25 Budget	Request	Modified SFY25 Budget
000	403713-16	FEDERAL FUNDS	\$65,063,750	\$0	\$65,063,750
001	484995-69	TRANSFERS FROM OTHER AGENCY	\$10,275	\$0	\$10,275
		Total Revenue	\$65,074,025	\$0	\$65,074,025
010	500100	PERSONAL SERVICES PERM CLAS	\$118,849	\$30,000	\$148,849
017	500147	FT EMPLOYEES SPECIAL PAYMENT	\$30,000	(\$30,000)	\$0
020	500200	CURRENT EXPENSES	\$2,436	\$0	\$2,436
026	500251	ORGANIZATIONAL DUES	\$12,664	\$0	\$12,664
027	582703	TRANSFERS TO DOIT	\$16,946	\$5,000	\$21,946
028	582814	TRANSFERS TO GENERAL SERVICES	\$9,045	\$0	\$9,045
029	500290	INTRA-AGENCY TRANSFERS	\$233,175	\$0	\$233,175
030	500300	EQUIPMENT NEW REPLACEMENT	\$680	\$0	\$680
037	500173	TECHNOLOGY-HARDWARE	\$89	\$0	\$89
038	500175	TECHNOLOGY-SOFTWARE	\$500	\$0	\$500
039	500018	TELECOMMUNICATIONS	\$3,296	\$0	\$3,296
040	501587	INDIRECT COSTS	\$60,101	\$45,000	\$105,101
041	500801	AUDIT FUND SET ASIDE	\$62,217	\$0	\$62,217
050	500109	PERSONAL SERVICE TEMP APPOINT	\$20,500	\$0	\$20,500
059	500117	TEMP FULL TIME	\$49,067	\$20,000	\$69,067
060	500601	BENEFITS	\$135,132	\$0	\$135,132
066	500543	EMPLOYEE TRAINING	\$500	\$0	\$500

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070	500704	IN STATE TRAVEL	\$6,732	\$0	\$6,732
074	500587	GRANTS FOR PUB ASST AND RELIEF	\$64,213,030	\$0	\$64,213,030
080	500710	OUT OF STATE TRAVEL	\$33,691	(\$5,000)	\$28,691
102	500731	CONTRACTS FOR PROGRAM SERVICES	\$65,375	(\$65,000)	\$375
		Total Appropriation	\$65,074,025	\$0	\$65,074,025

EXPLANATION

The Department of Energy receives an annual LIHEAP grant from the US Department of Health and Human Services – Administration for Children and Families. A transfer of appropriation is needed to cover expenses for the remainder of the fiscal year.

The following appropriation adjustments are being requested:

Class 010 – Personal Services Perm Class	Additional appropriation is needed to cover classified salaries for the remainder of the fiscal year.
Class 017 – FT Employees Special Payments	Appropriation is being reduced to cover classified personnel salaries.
Class 027 – Transfers to DoIT	Additional appropriation is needed to cover DoIT costs for the remainder of the fiscal year.
Class 040 – Indirect Costs	Additional appropriation is needed to cover agency indirect cost recovery for the remainder of the fiscal year.
Class 059 – Temp Full Time	Additional appropriation is needed to cover an existing temporary full time employee salary for the remainder of the fiscal year.
Class 080 – Out of State Travel Reimbursement	Appropriation is being reduced because there is less out of state travel than was budgeted for the year.
Class 102– Contract for Program Services	Appropriation is being reduced to cover the shortfalls of other program costs.

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

- 1) **Does the transfer involve continuing programs or one-time projects?** The transfer involves continuing programs.
- 2) **Is this transfer required to maintain existing program level or will it increase the program level?** This transfer will maintain existing program levels.
- 3) **Cite any requirements which make this program mandatory.** This is a grant from USDHHS to provide Low Income Home Energy Assistance (LIHEAP) known as the Fuel Assistance Program (FAP) in New Hampshire.

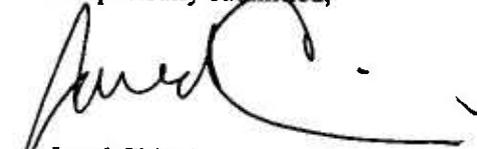
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- 4) Identify the source of the funds on all accounts listed on this transfer. These are 100% Federal Funds.
- 5) Will there be any effect on revenue if this transfer is approved or disapproved? No
- 6) Are funds expected to lapse if this transfer is not approved? No
- 7) Are personnel services involved? Yes
If yes, answer the following:
 - a. Number of positions budgeted in each account. There are two full time permanent positions and one full time temporary position budgeted in this account.
 - b. Number of positions filled in each account. All three positions are filled.
 - c. Reason for vacant positions. Not Applicable
 - d. Have any positions been transferred previously in these accounts? No
 - e. Will any positions be transferred as a result of this request? No

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

Respectfully submitted,



Jared Chicoine
Commissioner