



State of New Hampshire
 DEPARTMENT OF NATURAL & CULTURAL RESOURCES
 DIVISION OF FORESTS & LANDS

172 Pembroke Road Concord, New Hampshire 03301
 Phone: 603-271-2214 Fax: 603-271-6488
 TDD Access: Relay NH 1-800-735-2964
 nhdf.dncr.nh.gov

70



js

March 18, 2025

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

REQUESTED ACTION

Authorize the Department of Natural and Cultural Resources (DNCR), Division of Forests and Lands (Division), to amend a **Sole Source** Cooperative Project Agreement (Project Title 23-DG-11094200-030–2023 BIL SFAP Forest Stewardship), with the University of New Hampshire, Cooperative Extension (UNH-CE) (VC #315187), Durham, NH, by increasing the price limitation by \$108,891 from \$100,056 to \$208,947 with no change to contract completion date to revise Good Forestry in the Granite State effective upon Governor and Council approval through September 30, 2027. The original Cooperative Project Agreement was approved by Governor and Council on June 26, 2024, item #126. 100% Federal Funds.

Funding is available in the following account for Fiscal Year 2025 and are anticipated to be available for Fiscal Years 2026, 2027 and 2028, upon continued appropriation of funds in the future operating budget with the authority to adjust encumbrances between fiscal years within the price limitation through the budget office, if needed and justified.

03-035-035-351010-36710000, UNH Federal Funds

072-500577 - Grants Federal	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>
	\$81,669	\$10,208	\$10,208	\$6,806

EXPLANATION

Additional federal funds were awarded to support continued and additional services within the scope of work under the original Cooperative Project Agreement. The amendment is **Sole Source** because the programs and services are provided through the MOU between DNCR and UNH-CE. The MOU was approved by Governor and Council on April 10, 2024, item #59.

The attached Cooperative Project Agreement details the specific programs and services UNH-CE will provide the Division to assist in fulfilling its mission to conduct natural resource education and public outreach programs in accordance with RSA 227-G:1 and RSA 227-G:3, II (c).

The Attorney General's Office has reviewed and approved the agreement as to form, substance and execution.

Respectfully submitted,

Patrick D. Hackley
 Director

Concurred,

Sarah L. Stewart
 Commissioner

**AMENDMENT #01 to
COOPERATIVE PROJECT AGREEMENT
between the
STATE OF NEW HAMPSHIRE, DNCR, Forests and Lands
and the
University of New Hampshire of the UNIVERSITY SYSTEM OF NEW HAMPSHIRE**

The Cooperative Project Agreement, approved by the State of New Hampshire Governor and Executive Council on 6/26/24, item # 126, for the Project titled “23-DG-11094200-030 2023 BIL SFAP Forest Stewardship,” Campus Project Director, Steven Roberge, is and all subsequent properly approved amendments are hereby modified by mutual consent of both parties for the reason(s) described below:

Purpose of Amendment (Choose all applicable items):

- Extend the Project Agreement and Project Period end date, at no additional cost to the State.
- Provide additional funding from the State for expansion of the Scope of Work under the Cooperative Project Agreement.
- Other:

Therefore, the Cooperative Project Agreement is and/or its subsequent properly approved amendments are amended as follows (Complete only the applicable items):

- Article A. is revised to replace the State Department name of _____ with _____ and/or USNH campus from _____ to _____.
- Article B. is revised to replace the Project End Date of _____ with the revised Project End Date of _____, and Exhibit A, article B is revised to replace the Project Period of _____ – _____ with _____ – _____.
- Article C. is amended to expand Exhibit A by including the proposal titled, “ _____,” dated _____.
- Article D. is amended to change the State Project Administrator to _____ and/or the Campus Project Administrator to **Gretchen Swain**.
- Article E. is amended to change the State Project Director to _____ and/or the Campus Project Director to _____.
- Article F. is amended to add funds in the amount of **\$108,891** and will read:

Total State funds in the amount of **\$208,947** have been allotted and are available for payment of allowable costs incurred under this Project Agreement. State will not reimburse Campus for costs exceeding the amount specified in this paragraph.
- Article F. is amended to change the cost share requirement and will read:

Campus will cost-share _____ % of total costs during the amended term of this Project Agreement.
- Article F. is amended to change the source of Federal funds paid to Campus and will read:

Federal funds paid to Campus under this Project Agreement as amended are from Grant/Contract/Cooperative Agreement No. _____ from _____ under CFDA# _____. Federal regulations required to be passed through to Campus as part of this Project Agreement, and in accordance with the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, are attached

to this document as **revised Exhibit B**, the content of which is incorporated herein as a part of this Project Agreement.

- Article G. is exercised to amend Article(s) _____ of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, as follows:

Article _____ is amended in its entirety to read as follows:

Article _____ is amended in its entirety to read as follows:

- Article H. is amended such that:

- State has chosen **not to take** possession of equipment purchased under this Project Agreement.
- State has chosen **to take** possession of equipment purchased under this Project Agreement and will issue instructions for the disposition of such equipment within 90 days of the Project Agreement's end-date. Any expenses incurred by Campus in carrying out State's requested disposition will be fully reimbursed by State.

- Exhibit A is amended as attached.

- Exhibit B is amended as attached.

All other terms and conditions of the Cooperative Project Agreement remain unchanged.

This Amendment, all previous Amendments, the Cooperative Project Agreement, and the Master Agreement constitute the entire agreement between State and Campus regarding the Cooperative Project Agreement, and supersede and replace any previously existing arrangements, oral and written; further changes herein must be made by written amendment and executed for the parties by their authorized officials.

This Amendment and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire or other authorized officials approve this Amendment to the Cooperative Project Agreement.

IN WITNESS WHEREOF, the following parties agree to this **Amendment #01** to the Cooperative Project Agreement.

**By An Authorized Official of:
University of New Hampshire**

Name: Dianne Hall
Title: Manager, Pre-Award Compliance
Signature and Date:  Digitally signed by Dianne Hall
Date: 2025.01.27 13:44:09 -0500

**By An Authorized Official of:
Department of Natural and Cultural
Resources**

Name: Sarah Stewart
Title: Commissioner
Signature and Date:  03/20/2025

**By An Authorized Official of: the New
Hampshire Office of the Attorney General**

Name: Nathan W. Kenison-Marvin
Title: Assistant Attorney General
Signature and Date:  April 4, 2025

**By An Authorized Official of: the New
Hampshire Governor & Executive Council**

Name: _____
Title: _____
Signature and Date: _____

EXHIBIT A

A. Project Title: 23-DG-11094200-030 - 2023 BIL SFAP Stewardship Additional Funds

B. Project Period: 10/01/2022-9/30/2027

C. Objectives: Throughout the 2020 State Forest Action Plan (SFAP), the use of Good Forestry in the Granite State (GFGS) is identified as an action and a resource for the State to implement eight (8) strategies to meet identified goals across four (4) focal areas. GFGS is a guide for landowners and the professionals they work with that provides practical recommendations and information on a wide variety of forest resources to help them make informed decisions that sustain the forest for today and the future.

D. Scope of Work: Good Forestry in the Granite State, last revised in 2010, will be updated to reflect the needs of the focus areas in the SFAP and the needs of the forestland and forest landowners of the State. This process will be led by the UNH Cooperative Extension Forest Resource Specialist in concert with the State Forester and the GFGS steering committee. The GFGS steering committee has been formed to create the process for revision, identify new chapters, and to assemble the technical teams. Technical teams will revise/add specific chapters and be made up of stakeholders and content specialists. An independent facilitator/consultant will coordinate the steering committee and technical teams to build consensus and meet revision deadlines created by the steering committee. The consultant will meet revision deadlines and coordinate the steering committee and technical committees to edit and complete the revision of NH's GFGS. An independent editor will be contracted to edit the text of GFGS. Good Forestry in the Granite State will be edited, printed and published by 2025.

E. Deliverables Schedule: UNH Cooperative Extension Forest Resource Specialist has assembled the GFGS steering committee. The steering committee has started to review the 2010 GFGS, identify chapters requiring major revisions, and new chapters to be developed. Steering committee will recruit and form the technical teams for each chapter. An independent facilitator/consultant was hired by UNH Cooperative Extension to help lead the revision process. Technical teams will meet throughout the funding cycle to review and revise chapters. Drafts will be presented to the steering committee for review. A draft GFGS will be presented to stakeholders for comment. The steering committee will convene to consider comments and task technical committees to amend GFGS draft as needed. Professional editors and designers will be contracted for final edits and layout, and GFGS will be printed for distribution in 2025.

F. Budget and Invoicing Instructions: Campus will submit invoices to State on regular Campus invoice forms no more frequently than monthly and no less frequently than quarterly. Invoices will be based on actual project expenses incurred during the invoicing period, and shall show current and cumulative expenses by major cost categories, and shall document cumulative cost sharing through the end of the invoicing period. State will pay Campus within 30 days of receipt of each invoice. Campus will submit its final invoice not later than 45 days after the Project Period end date.

Supplemental Budget

Budget Items	State Funding	Cost Sharing	Total
1. Salaries & Wages	\$ 1,442	\$0	\$ 1,442
2. Employee Fringe Benefits	\$ 479	\$0	\$ 479
3. Travel	\$ 0	\$0	\$ 0
4. Equipment	\$ 0	\$0	\$ 0
5. Supplies and Services	\$18,500	\$0	\$18,500
6. Contractual	\$ 66,000	\$0	\$66,000
7. Other (ASA/Held by State)	\$109	\$0	\$109
8. Facilities & Admin Costs	\$22,470	\$0	\$22,470
Subtotals	\$109,000	\$0	\$109,000



State of New Hampshire
 DEPARTMENT OF NATURAL & CULTURAL RESOURCES
 DIVISION OF FORESTS & LANDS

172 Pembroke Road Concord, New Hampshire 03301
 Phone: 603-271-2214 Fax: 603-271-6488
 TDD Access: Relay NH 1-800-735-2964
 nhdff.dncr.nh.gov



126

June 5, 2024

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

REQUESTED ACTION

Authorize the Department of Natural and Cultural Resources, Division of Forests and Lands (Department), to enter into a **Retroactive, Sole Source** Cooperative Project Agreement (No. 23-DG-11094200-030 BIL SFAP Forest Stewardship) with the University of New Hampshire, Cooperative Extension (UNH-CE) (VC #315187), Durham, NH in the amount of \$100,056 to address selected needs of the public in natural resources with university-based educational outreach programs to include areas such as urban and community forestry, forest health, and natural resource conservation education, effective upon Governor and Council approval for the period October 1, 2022 through September 30, 2027. 100% Federal Funds.

Funds are available in the following account for Fiscal Years 2024 and 2025, and are anticipated to be available in Fiscal Year 2026, upon continued appropriation of funds in the future operating budget with the authority to adjust encumbrances between fiscal years within the price limitation through the Budget Office, if needed and justified.

03-035-035-351010-35000000, Forest & Lands Administration

	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>
072-500574 - Grants Federal	\$64,369	\$17,843.50	\$17,843.50

EXPLANATION

This request is **retroactive** due to the need to update a cooperative project agreement with a scope of work that better reflects the broad range of programs and services to be provided. The agreement is also **sole source** because the programs and services are provided through a Memorandum of Understanding (MOU) between the Department and UNH-CE. The MOU was approved by Governor and Council on April 10, 2024, item #59.

The Cooperative Project Agreement details the specific programs and services UNH-CE will provide the Division of Forests and Lands to assist in fulfilling its mission to conduct natural resource education and public outreach programs in accordance with RSA 227-G:1 and RSA 227-G:3, II (c).

The Attorney General's Office has reviewed and approved the agreement as to form, substance, and execution.

Respectfully submitted,

Patrick D. Hackley
 Director

Concurred,

Sarah L. Stewart
 Commissioner

COOPERATIVE PROJECT AGREEMENT

between the

STATE OF NEW HAMPSHIRE, DNCR Forests and Lands

and the

University of New Hampshire of the UNIVERSITY SYSTEM OF NEW HAMPSHIRE

- A. This Cooperative Project Agreement (hereinafter "Project Agreement") is entered into by the State of New Hampshire, DNCR Forests and Lands, (hereinafter "State"), and the University System of New Hampshire, acting through University of New Hampshire, (hereinafter "Campus"), for the purpose of undertaking a project of mutual interest. This Cooperative Project shall be carried out under the terms and conditions of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, except as may be modified herein.
- B. This Project Agreement and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire approve this Project Agreement ("Effective date") and shall end on 9/30/27. If the provision of services by Campus precedes the Effective date, all services performed by Campus shall be performed at the sole risk of Campus and in the event that this Project Agreement does not become effective, State shall be under no obligation to pay Campus for costs incurred or services performed; however, if this Project Agreement becomes effective, all costs incurred prior to the Effective date that would otherwise be allowable shall be paid under the terms of this Project Agreement.
- C. The work to be performed under the terms of this Project Agreement is described in the proposal identified below and attached to this document as Exhibit A, the content of which is incorporated herein as a part of this Project Agreement.

Project Title: 2022 BIL SFAP Forest Stewardship 23-DG-11094200-030

- D. The Following Individuals are designated as Project Administrators. These Project Administrators shall be responsible for the business aspects of this Project Agreement and all invoices, payments, project amendments and related correspondence shall be directed to the individuals so designated.

State Project Administrator

Name: Mark Faulkenberry
Address: DNCR, Forests & Lands
172 Pembroke Rd
Concord, NH 03301

Phone: 603-271-4159

Campus Project Administrator

Name: Cheryl Moore
Address: University of New Hampshire
Sponsored Programs Administration
51 College Rd. Rm 116
Durham, NH 03824

Phone: 603-862-1992

- E. The Following Individuals are designated as Project Directors. These Project Directors shall be responsible for the technical leadership and conduct of the project. All progress reports, completion reports and related correspondence shall be directed to the individuals so designated.

State Project Director

Name: Patrick D. Hackley
Address: DNCR, Forests & Lands
172 Pembroke Rd
Concord, NH 03301

Phone: 603-271-2214

Campus Project Director

Name: Steven Roberge
Address: University of New Hampshire
212 Nesmith Hall
131 main St
Durham, NH 03824

Phone: 603-862-4861

F. Total State funds in the amount of \$100,056 have been allotted and are available for payment of allowable costs incurred under this Project Agreement. State will not reimburse Campus for costs exceeding the amount specified in this paragraph.

Check if applicable

Campus will cost-share 0 % of total costs during the term of this Project Agreement.

Federal funds paid to Campus under this Project Agreement are from Grant/Contract/Cooperative Agreement No. 23-DG-11094200-030 from USDA Forest Service under CFDA# 10.664. Federal regulations required to be passed through to Campus as part of this Project Agreement, and in accordance with the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, are attached to this document as Exhibit B, the content of which is incorporated herein as a part of this Project Agreement.

G. Check if applicable

Article(s) of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002 is/are hereby amended to read:

H. State has chosen **not to take** possession of equipment purchased under this Project Agreement.

State has chosen **to take** possession of equipment purchased under this Project Agreement and will issue instructions for the disposition of such equipment within 90 days of the Project Agreement's end-date. Any expenses incurred by Campus in carrying out State's requested disposition will be fully reimbursed by State.

This Project Agreement and the Master Agreement constitute the entire agreement between State and Campus regarding this Cooperative Project, and supersede and replace any previously existing arrangements, oral or written; all changes herein must be made by written amendment and executed for the parties by their authorized officials.

IN WITNESS WHEREOF, the University System of New Hampshire, acting through the University of New Hampshire and the State of New Hampshire, DNCR, Forests and Lands have executed this Project Agreement.

By An Authorized Official of:

University of New Hampshire

Name: Karen M. Jensen

Title: Director, Pre-Award Compliance

Signature and Date:

Karen Jensen 1/17/24

By An Authorized Official of:

DNCR, Forests and Lands

Name: Sarah Stewart

Title: Commissioner

Signature and Date:

Sarah Stewart 6/11/2024

By An Authorized Official of: the New

Hampshire Office of the Attorney General

Name: Sheri Phillips

Title: Assistant Attorney General

Signature and Date:

Sheri Phillips 6/13/2024

By An Authorized Official of: the New

Hampshire Governor & Executive Council

Name:

Title:

Signature and Date:

EXHIBIT A

A. Project Title: 2023 BIL SFAP Forest Stewardship 23-DG-11094200-030

B. Project Period: 10/01/2022 - 9/30/2027

C. Objectives: Throughout the 2020 State Forest Action Plan (SFAP), the use of Good Forestry in the Granite State (GFGS) is identified as an action and a resource for the State to implement eight (8) strategies to meet identified goals across four (4) focal areas. GFGS is the only NH based guide for landowners and the professionals they work with that provides practical recommendations and information on a wide variety of forest resources to help them make informed decisions that sustain the forest for today and the future, and is used as a guide in conservation easements from the state.

D. Scope of Work: Good Forestry in the Granite State, last revised in 2010, will be updated through a multiphase project to reflect the needs of the focus areas in the SFAP and provide forest land owners with current information. This Scope of work reflects the first phase of the GFGS update. This process will be lead by the UNH Cooperative Extension Forest Resource Specialist in cooperation with the State Forester and the GFGS steering committee. The GFGS steering committee will be formed to create the process for revision, identify new chapters, and to assemble the technical teams. Technical teams will revise/add specific chapters and be made up of stakeholders and content specialists. An independent facilitator/consultant will be hired to coordinate the steering committee and technical teams to build consensus and meet revision deadlines created by the steering committee.

E. Deliverables Schedule: UNH Cooperative Extension Forest Resource Specialist will assemble the GFGS steering committee in the winter of 2022/2023. The steering committee will review the 2010 GFGS, identify chapters requiring major revisions, minor revisions, and new chapters to be developed. Steering committee will recruit and form the technical teams for each chapter. An independent facilitator/consultant will be hired by UNH Cooperative Extension to help lead the revision process. Technical teams will meet throughout the funding cycle to review and revise chapters. Chapter drafts will be presented to the steering committee early 2024 for review. The steering committee will present a first draft to the Director of the Division of Forests and Lands and the UNH Cooperative Extension Forest Resource Specialist in spring 2024 for review, completing the first phase of the revision process. Additional phases in the future will continue the revision process and seek public feedback with a final draft developed following revisions and considerations of stakeholder feedback and input.

UNH Cooperative Extension Educators, Specialists and program coordinators will provide natural resource assistance on an ongoing basis. Their activities will include direct one-to-one contact with landowners including woodland exams, presentations to groups, tours, workshops, radio spots, news releases, phone and email consultations, and direct mailing of information. Forest Stewardship related workshops will be presented throughout this funding cycle.

The UNH Cooperative Extension Forestry and Wildlife Program websites nhwoods.org and goodforestry.org provide NH's natural resource community with access to forestry and natural resource management information. These websites are updated on an ongoing basis. Social media tools will be used on a regular basis to promote our programs, the programs of our partners, and share information with landowners and the public. The NH Forest Stewardship Committee will meet annually to provide program guidance.

F. Budget and Invoicing Instructions: Campus will submit invoices to State on regular Campus invoice forms no more frequently than monthly and no less frequently than quarterly. The State of NH's FY begins July 1st and ends June 30th, therefore 4th quarter invoices (March-June) must be submitted not later than June 1st of each year. Invoices will be based on actual project expenses incurred during the invoicing period, and shall show current and cumulative expenses by major cost categories, and shall document cumulative cost sharing through the end of the invoicing period if cost share applicable. Campus will submit its final invoice not later than 45 days after the Project Period end date.

Budget Items	State Funding	Cost Sharing	Total
1. Salaries & Wages	\$15,962	Waiver on all cost share	\$15,962
2. Employee Fringe Benefits	\$5,698	0	\$5,698
3. Travel	\$2,750	0	\$2,750
4. Equipment	0	0	0
5. Supplies and Services	0	0	0
6. Contractual	\$55,000	0	\$55,000
7. Other (Audit Set Aside - Held by State)	\$100	0	\$100
8. Facilities & Admin Costs	\$20,646	0	\$20,646
Subtotals	\$100,156	0	\$100,156

EXHIBIT B

This Project Agreement is funded under a Grant/Contract/Cooperative Agreement to State from the Federal sponsor specified in Project Agreement article F. All applicable requirements, regulations, provisions, terms and conditions of this Federal Grant/Contract/Cooperative Agreement are hereby adopted in full force and effect to the relationship between State and Campus, except that wherever such requirements, regulations, provisions and terms and conditions differ for INSTITUTIONS OF HIGHER EDUCATION, the appropriate requirements should be substituted (e.g., OMB Circulars A-21 and A-110, rather than OMB Circulars A-87 and A-102). References to Contractor or Recipient in the Federal language will be taken to mean Campus; references to the Government or Federal Awarding Agency will be taken to mean Government/Federal Awarding Agency or State or both, as appropriate.

Special Federal provisions are listed here: None or



STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION OF FORESTS AND LANDS

172 Pembroke Road Concord, New Hampshire 03301
Phone: 603-271-2214 Fax: 603-271-6488 www.nhdfll.org

js

59

March 19, 2024

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 (DNCR), Division of Forests and Lands to **Retroactively** amend a Memorandum of Agreement (MOU) with the University of New Hampshire, Cooperative Extension (UNH-CE), Durham, NH to address selected needs and issues in natural resources with university-based educational outreach programs in areas such as forest stewardship, forest health, urban and community forestry, economic viability, and natural resource conservation education, effective upon Governor and Council (G&C) approval for the period beginning July 1, 2023 and shall remain in effect unless modified by mutual agreement of both parties.

EXPLANATION

This request is **retroactive** because the original MOU was entered into prior to the reorganization of the Department of Natural and Cultural Resources and referenced an agency that no longer exists. This oversight was recently discovered during an internal audit.

The intent of this MOU is to continue the established relationship between DNCR and the UNH-CE that allows specific programs and services to be performed under Cooperative Project Agreements to assist the Division of Forests and Lands in fulfilling its mission to conduct natural resource education and public outreach programs in accordance with RSA 227-G:1 and RSA 227-G:3, II (c).

The Attorney General's Office has approved this MOU as to form, substance, and execution.

Respectfully submitted,

Patrick D. Hackley
Director

Concurred,

Sarah L. Stewart
Commissioner

(54)

**MEMORANDUM OF UNDERSTANDING BETWEEN THE
STATE OF NEW HAMPSHIRE
DEPARTMENT OF NATURAL AND CULTURAL RESOURCES
AND
UNIVERSITY OF NEW HAMPSHIRE COOPERATIVE EXTENSION**

Statement of the Memorandum of Understanding between the Commissioner, New Hampshire Department of Natural and Cultural Resources, and the Dean and Director, of the University of New Hampshire Cooperative Extension relative to a cooperative extension program in forestry and natural resources.

WHEREAS, the Department of Natural and Cultural Resources, Division of Forests and Lands, is vested with the responsibility for the development and promotion of forestry within the state under the provisions of RSA 227 and other state and federal authorization (see appendix for details), and;

WHEREAS, the University of New Hampshire Cooperative Extension is vested with the mission to improve peoples' lives by addressing selected needs and issues with outreach and educational programs, and;

WHEREAS, the University of New Hampshire Cooperative Extension conducts major research-based outreach-programming in natural resources, food and agriculture, community and economic development, and youth and family; with forest stewardship being an area of expertise within the natural resources program team, and;

WHEREAS, the University of New Hampshire Cooperative Extension is a statewide outreach-program-partnership funded jointly by provisions of the Smith Lever Act of Congress May 8, 1914, with state, county, and the federal authorizations (see appendix for details), and;

WHEREAS, a high percentage of the forest land in this state is privately owned in thousands of separate parcels by people from all walks of life, and;

WHEREAS, the state's environment, forest economy, tourism, wildlife habitat, water resources and public recreational opportunities and quality of life depend on the degree to which these private lands are properly managed and utilized;

THEREFORE, it is deemed to be in the public interest for the Department of Natural and Cultural Resources, Division of Forests and Lands, and the University of New Hampshire Cooperative Extension to work together addressing selected needs and issues in natural resources with university-based educational outreach programs in such areas as forest stewardship, forest health, urban and community forestry, economic viability and natural resource conservation education.

MOU Between State of NH DNCR and UNH Cooperative Extension, 2024

Initials and Date:

SS 3/25/24

Commissioner Stewart

DN 2/28/24
Dean LeVelle

PDH 2/14/24

Director Hackley

The Commissioner of the Department of Natural and Cultural Resources and the Dean and Director of University of New Hampshire Cooperative Extension hereby subscribe to the following Memorandum of Understanding with reference to their cooperative activities:

I. The Commissioner, Department of Natural and Cultural Resources, through the Division of Forests and Lands, agrees:

- 1) To cooperate in joint forest stewardship programming, making available and contributing such departmental resources as are mutually agreed to develop and implement a sound program of forestry education and demonstration among landowners, foresters, loggers, processors of forest products, municipalities, public decision-makers, urban landowners, youth, and the general public.
- 2) To conduct statewide educational outreach programs in cooperation with UNH Cooperative Extension for the protection and enhancement of New Hampshire's natural resources. Programs based at the Urban Forestry Center, Fox Forest and Shieling Forest will designate UNH Cooperative Extension as a co-sponsor.
- 3) To co-sponsor, assist and participate in meetings, conferences, lectures, training programs, exhibits, demonstrations, preparation of publications, and other public education activities in coordination with UNH Cooperative Extension working with other public and private organizations and agencies as may be appropriate.
- 4) To foster mutual cooperative working relations among the Department of Natural and Cultural Resources staff and UNH Cooperative Extension staff.
- 5) To expend and make available funds designated for forest resource education in accordance with this Memorandum of Understanding with the knowledge and agreement of the Dean and Director, UNH Cooperative Extension and further provide for the receipt and disbursement of such available funds in accordance with accepted federal, state and university procedures. The Director of the Divisions of Forests and Lands will provide letters for the award of federal and state funds describing the source, amount, terms and program expectations.

II. The Dean and Director, UNH Cooperative Extension agrees:

- 1) To maintain a forest stewardship program component within Cooperative Extension, with appropriate staff such as a program team leader, state specialists, field specialists, and program coordinators.
- 2) To develop and implement a program of public education, addressing selected needs and issues in natural resources with university-based outreach and educational programs in such areas as forest stewardship, urban and community forestry, economic viability and natural resources conservation education for landowners,

MOU Between State of NH DNCR and UNH Cooperative Extension, 2024

Initials and Date:

SS 3/23/24

Commissioner Stewart

KL 2/19/24
Dean LaValley

PDH 2/14/24

Director Hickley

foresters, loggers, processors of forest products, municipalities, public decision-makers, urban landowners, youth, and the general public.

- 3) To coordinate budgets, plans, and programs and inform the Director, Division of Forests and Lands regarding programs, plans-of-work and accomplishments.
- 4) To acknowledge the partnership between UNH Cooperative Extension and NH Department of Natural and Cultural Resources, Division of Forests and Lands in forest stewardship program material.
- 5) To employ specialists in forest stewardship and such other staff as may be mutually agreed by the Dean and Director, UNH Cooperative Extension and the Director, Division of Forests and Lands, to help carry out the objectives of forest stewardship programming.
- 6) To foster mutual cooperative working relations among the UNH Cooperative Extension staff and Department of Natural and Cultural Resources staff.
- 7) To expend funds for forest stewardship education as described in this Memorandum of Understanding, with the knowledge and agreement of the Department of Natural and Cultural Resources, and further provide for the receipt and disbursement of such funds in accordance with accepted federal, state and university procedures. Funds from federal, state, county and private sources may be used by UNH Cooperative Extension for salaries, wages, fringe benefits, travel, equipment, supplies, consultants, service providers, programs and other purposes which meet the criteria of the funding source. UNH Cooperative Extension may use such funds to enter into contracts with others to provide certain educational products with knowledge and approval of the NH Department of Resources and Economic Development.

III. It is mutually agreed by the Commissioner, Department of Natural and Cultural Resources and the Dean and Director, UNH Cooperative Extension that:

- 1) Responsibility for the forest stewardship programming will be shared by the two agencies, under the leadership of the Dean and Director, Cooperative Extension and Director, Division of Forests and Lands.
- 2) UNH Cooperative Extension and Department of Natural and Cultural Resources will share funding responsibility for forest stewardship programming.
- 3) UNH Cooperative Extension will prepare a plan of work in accordance with the USDA National Institute of Food and Agriculture (formerly Cooperative State Research, Education, and Extension Service) guidelines. Copies of the plans will be provided to the Dean and Director of UNH Cooperative Extension and the Director,

MOU Between State of NH DNCR and UNH Cooperative Extension, 2024

Initials and Date:

SS 3/25/24

Commissioner Stewart

KS 2/10/24
Dean LeVelle

PDH 2/14/24
Director Hackley

Division of Forests and Lands. An annual accomplishment report based on the plan of work and other reports required by funding sources will be provided by the Dean and Director, UNH Cooperative Extension, and the Director of the Division of Forests and Lands.

- 4) Forest stewardship staff will be employees of the University of New Hampshire.
- 5) Applications for employment in forest stewardship will be processed in accordance with the policies of the University of New Hampshire. The Director of the Division of Forests and Lands will be invited to participate in the selection process. Final appointment will be made by the Dean and Director, University of New Hampshire Cooperative Extension.
- 6) Publicity relating to activities under this agreement may be released by either party and shall contain a statement of the cooperative relationship of the Department of Natural and Cultural Resources, Division of Forests and Lands and UNH Cooperative Extension.
- 7) This Memorandum of Understanding shall remain in effect unless modified by mutual agreement of both parties. It is understood that this Memorandum may be terminated by either party at the end of a fiscal year, upon 120 days' written notice to the other party.

MOU Between State of NH DNCR and UNH Cooperative Extension, 2024

Initials and Date:

SS 3/25/24

Commissioner Stewart

KW 2/8/24
Dean LeVelly

PDH 2/14/24
Director Hackley

HISTORICAL RECORD OF MEMORANDUM OF UNDERSTANDING SIGNATURES

Original Agreement Approved:
August 12, 1925

August 12, 1925

Revised Agreement Approved:
October 6, 1945

October 11, 1945

Revised Agreement Approved:
June 8, 1951

June 9, 1951

Revised Agreement Approved:
October 21, 1965

October 21, 1965

Revised Agreement Approved:
March 14, 1972

February 8, 1972

Revised Agreement Approved:
May 3, 1978

May 17, 1978

Revised Agreement Approved:

January 24, 1994

February 2, 1994

January 24, 1994

J.C. Kendall
Director of Extension, UNH

John H. Foster
State Forester, for the NH Forestry Commission

John H. Foster
State Forester

H.B. Stevens
Director of Extension

William H. Messick, Jr.
State Forester

Lawrence A. Bevan
Director, Agricultural Extension

John Rowe
Commissioner, Dept. of Resources
and Economic Development

Samuel W. Hoft
Director, Cooperative Extension Service

George Gillman
Commissioner, Dept. of Resources
and Economic Development

Maynard C. Hoekel
Director, Cooperative Extension

George Gillman
Commissioner, Dept. of Resources
and Economic Development

Maynard C. Hoekel
Director, Cooperative Extension Service

Stephen K. Rice
Commissioner, NH Dept. of Resources
and Economic Development

Peter J. Hoipe
Dean and Director, UNH Cooperative Extension

John E. Sargent
NH State Forester
Director, NH Division of Forests and Lands,
Dept. of Resources and Economic Development

MOU Between State of NH DNCR and UNH Cooperative Extension, 2024

Initials and Date:

SS 3/25/24

Commissioner Stewart

DLV 2/8/24
Dean LaValley

PDH 2/14/24

Director Hackley

Revised Agreement Approved:

February 7, 2014

February 7, 2014

February 7, 2014

Jeffery J. Rose, Commissioner
NH Department of Resources &
Economic Development

John E. Pike, Dean & Director
University of New Hampshire
Cooperative Extension

Brad Simpkins, Interim Director
NH Division of Forests & Lands
NH Department of Resources &
Economic Development

Revised Agreement Approved:

February 15, 2024

February 15, 2024

February 15, 2024

Sarah L. Stewart, Commissioner
NH Dept. of Natural & Cultural Resources

Kenneth LaValley
Dean, UNH Cooperative Extension

Patrick D. Hackley
Director, NH Division of Forests & Lands
NH Dept. of Natural & Cultural Resources

Initials and Date:

SS 3/25/24

Commissioner Stewart

KLV 2/8/24
Dean LaValley

P.DH 2/14/24

Director Hackley

STATE AND FEDERAL AUTHORIZATION RELATED TO
DIVISION OF FORESTS AND LANDS
DEPARTMENT OF NATURAL AND CULTURAL RESOURCES
AND
UNIVERSITY OF NEW HAMPSHIRE COOPERATIVE EXTENSION

NEW HAMPSHIRE DEPARTMENT OF NATURAL AND CULTURAL RESOURCES

- New Hampshire RSA 227 and others as applicable.
- Current Appropriations Act for the Department of Interior and Related Agencies.
- Agricultural Organic Act of 1862. (Ch. 72, 12 Stat. 387).
- Organic Administration Act of 1897. (Ch. 2, 30 Stat. 11, as amended).
- Weeks Law of 1911. (Ch. 186, 36, Stat. 961, as amended).
- Soil Conservation and Domestic Allotment Act of 1936. (40 Stat. 1148).
- Flood Control Acts of 1936, (49 Stat. 1570); 1938; (52 Stat. 1215); 1944, (58 Stat. 887); and 1950, (64 Stat. 163).
- Department of Agriculture Organic Act of 1944. (Ch. 412, 58 Stat. 734, as amended).
- Granger-Thye Act of 1950. (Ch. 97, 64 Stat. 82).
- Federal Civil Defense Act of 1950. (Ch. 639, 64 Stat.).
- Agricultural Appropriations Act of 1954. (68 Stat. 897).
- Watershed Protection and Flood Prevention Act of 1954. (Ch. 656, 68 Stat. 666).
- Department of Agriculture Organic Act of 1956. (Ch. 950, 70 Stat. 1032).
- Food and Agriculture Act of 1965. (79 Stat. 1187).
- Water Resources Planning Act of 1965. (Public Law 89-80, 79 Stat. 244).
- National Environmental Policy Act of 1969. (Public Law 901-190, 83 Stat. 852).
- Youth Conservation Corps Act of 1970. (Public Law 91-378, 84 Stat. 794).
- Rural Development Act of 1972. (Public Law 92-419, 85 Stat. 657).
- Water Pollution Control Act Amendments of 1972. (Public Law 92-500, 86 Stat. 816).
- Endangered Species Act of 1973. (Public Law 93-205, 87 Stat. 884).
- Forest and Rangeland Renewable Resources Planning Act of 1974. (Public Law 93-378, 88 Stat. 476).
- Federal Grants and Cooperative Agreements Act of 1975. (Public Law 95-224, 92 Stat. 3).
- Cooperative Forestry Assistance Act of 1978. (Public Law 95-313, 92 Stat. 356).
- Federal Insecticide, Fungicide and Rodenticide Act, as amended.
(Public Law 92-516, 86 Stat. 973).
- Food, Agriculture, Conservation and Trade Act of 1990 and subsequent legislation.

UNIVERSITY OF NEW HAMPSHIRE COOPERATIVE EXTENSION

- State of New Hampshire RSA Chapt. 187A:6.
- Memorandum of Understanding with the Ten New Hampshire County Conventions.
- Smith-Lever Act.
- Renewable Resources Extension Act of 1978. (Public Law 95-306).
- Current Appropriations Act as Related to Federal Extension.

MOU Between State of NH DNCR and UNH Cooperative Extension, 2024

Initials and Date: SS 3/25/24

Commissioner Stewart

SS 3/25/24
Deaf LaValley

PDH 2/14/24
Director Hackley

This Agreement Approved:

March 25, 2024

Date



Sarah Stewart, Commissioner
NH Department of Natural and Cultural Resources

February 8, 2024

Date



Kenneth LaValley, Dean
University of New Hampshire
Cooperative Extension

March 4, 2024

Date

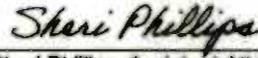


Patrick D. Hackley, Director
NH Division of Forests and Lands
NH Department of Natural and Cultural Resources

This Agreement Approved By An Authorized Official of the New Hampshire Office of Attorney General:

3/26/2024

Date



Sheri Phillips, Assistant Attorney General