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New Hampshire
*Department of Agriculture,
Markets, and Food*



Shawn N. Jasper, Commissioner

September 26, 2025

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

REQUESTED ACTION

Authorize the Department of Agriculture, Markets & Food, Division of Pesticide Control (NHDAMF) to accept and expend a grant award from U.S. Environmental Protection Agency, in the amount of \$13,748 for a pesticide grant for support of the pesticide program, effective upon approval of the Governor and Council through September 30, 2026. **100% Federal Funds.**

Funds will be budgeted in FY 2026 in the following account: 02-18-18-183010-21400000 Pesticide Management

Class	Description	FY26 Current Budget	Requested Action	FY26 Requested Revised Budget
000-403895-16	Federal Funds	\$319,940	\$13,748	\$333,688
	Total Revenue	\$319,940	\$13,748	\$333,688
010-500100	Personal Services Perm Clas	\$118,330	\$0	\$118,330
020-500200	Current Expenses	\$6,355	\$0	\$6,355
026-500251	Organizational Dues	\$550	\$0	\$550
039-500188	Telecommunications	\$3,530	\$0	\$3,530
040-500800	Indirect Cost	\$29,138	\$0	\$29,138
041-500801	Audit Fund Set Aside	\$355	\$0	\$355
042-500620	Additional Fringe Benefits	\$8,277	\$0	\$8,277
049-584990	Transfer to Other State Agency	\$0	\$0	\$0
060-500601	Benefits	\$76,104	\$0	\$76,104
070-500705	In State Travel Reimbursement	\$5,550	\$0	\$5,550
080-500710	Out of State Travel Reimb	\$1	\$0	\$1
085-588590	Inter-Agency Transfers out of Federal Funds	\$71,750	\$13,748	\$85,498
	Total Expenses	\$319,940	\$13,748	\$333,688

EXPLANATION

The New Hampshire Department of Agriculture, Markets & Food (DAMF), in fulfilling its responsibilities under the Pesticides Controls statute (RSA 430:50) to review pesticide activity with consideration of the protection of human health and the environment and to receive and allocate federal funds for carrying out such functions. Through this

1 Granite Place South, Suite 211, Concord, NH 03301
www.agriculture.nh.gov | (603) 271-3551
TDD Access: Relay NH 1-800-735-2964

federal grant DAMF will maintain its pesticide management program relative to the proper use of pesticides by certified pesticide applicators.

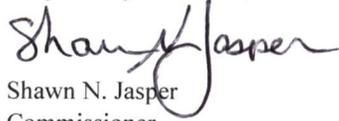
Funds are to be budgeted as follows:

Class 085 – Inter Agency Transfers Out of Federal Funds – to be budgeted to reimburse the state laboratory for testing samples provided by the division.

Indirect Costs and Audit Fund Set Aside are adequately budgeted with existing appropriations.

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

Respectfully submitted,

A handwritten signature in black ink that reads "Shawn N. Jasper". The signature is written in a cursive style with a large, prominent "J" and "S".

Shawn N. Jasper
Commissioner

Fiscal Situation

FY 2026

02-018-018-183010-21400000, Pesticide Management

Total Federal Authorization	\$ 333,688
Less Expenditures thru 6/30/2025	\$ 0
Remaining Authorization to Budget	<u>\$ 333,688</u>
Less Current FY26 Budget Authorization	\$ 319,940
Total Available for Budgeting	<u>\$ 13,748</u>
Available to Budget at Later Date	\$ 0
REQUESTED ACTION	\$ 13,748

<u>Grant Award Number</u>	<u>Award Amount</u>	<u>Expenses to 6/30/2025</u>	<u>Balance</u>
00A01786	\$ 333,688	\$ 0	\$ 333,688

	U.S. ENVIRONMENTAL PROTECTION AGENCY Cooperative Agreement	GRANT NUMBER (FAIN): 00A01786 MODIFICATION NUMBER: 0 PROGRAM CODE: E	DATE OF AWARD 09/16/2025
		TYPE OF ACTION: New	MAILING DATE 09/19/2025
		PAYMENT METHOD: ASAP	ACH# 10219
		RECIPIENT TYPE: State	
RECIPIENT: STATE OF NEW HAMPSHIRE 25 Capitol Street, P.O. Box 2042 Concord, NH 03302-2042 EIN: 02-6000618		PAYEE: STATE OF NEW HAMPSHIRE 25 Capitol Street, P.O. Box 2042 Concord, NH 03302-2042	
PROJECT MANAGER David Rousseau 25 Capitol Street, P.O. Box 2042 Concord, NH 03301-3271 Email: David.J.Rousseau@agr.nh.gov Phone: 603-271-3640	EPA PROJECT OFFICER Andrea Szylvian 5 Post Office Square, Suite 100 Boston, MA 02109 Email: Szylvian.Andrea@epa.gov Phone: 617-918-1198	EPA GRANT SPECIALIST Trevor Tavano Grants Management Branch 5 Post Office Square, Suite 100 Boston, MA 02109 Email: Tavano.Trevor@epa.gov Phone: 617-918-1235	
PROJECT TITLE AND DESCRIPTION New Hampshire Pesticide Program See Attachment 1 for project description.			
BUDGET PERIOD 10/01/2025 - 09/30/2026	PROJECT PERIOD 10/01/2025 - 09/30/2026	TOTAL BUDGET PERIOD COST \$ 333,688.00	TOTAL PROJECT PERIOD COST \$ 333,688.00
NOTICE OF AWARD			
<p>Based on your Application dated 07/21/2025 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$ 333,688.00. EPA agrees to cost-share 89.07% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$ 333,688.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.</p>			
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)		AWARD APPROVAL OFFICE	
ORGANIZATION / ADDRESS U.S. EPA, Region 1, EPA New England 5 Post Office Square, Suite 100 Boston, MA 02109-3912		ORGANIZATION / ADDRESS U.S. EPA, Region 1, EPA New England R1 - Region 1 5 Post Office Square, Suite 100 Boston, MA 02109-3912	
THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY			
Digital signature applied by EPA Award Official Brian Tocci - Grants Management Officer			DATE 09/16/2025

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$ 0	\$ 333,688	\$ 333,688
EPA In-Kind Amount	\$ 0	\$ 0	\$ 0
Unexpended Prior Year Balance	\$ 0	\$ 0	\$ 0
Other Federal Funds	\$ 0	\$ 0	\$ 0
Recipient Contribution	\$ 0	\$ 0	\$ 0
State Contribution	\$ 0	\$ 40,964	\$ 40,964
Local Contribution	\$ 0	\$ 0	\$ 0
Other Contribution	\$ 0	\$ 0	\$ 0
Allowable Project Cost	\$ 0	\$ 374,652	\$ 374,652

Assistance Program	Statutory Authority	Regulatory Authority
66.700 - Consolidated Pesticide Enforcement Cooperative Agreements	FIFRA: Sec. 23(a)	2 CFR 200, 2 CFR 1500, 40 CFR 33 and 40 CFR 35 Subpart A

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	250101G054	25	E1	01V4	000C09	4161	-	-	\$ 152,688
-	250101G054	25	E1	01V4	000E12	4161	-	-	\$ 181,000
									\$ 333,688

Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$ 164,146
2. Fringe Benefits	\$ 49,581
3. Travel	\$ 24,934
4. Equipment	\$ 0
5. Supplies	\$ 15,938
6. Contractual	\$ 70,000
7. Construction	\$ 0
8. Other	\$ 0
9. Total Direct Charges	\$ 324,599
10. Indirect Costs: 0.00 % Base -	\$ 50,053
11. Total (Share: Recipient <u>10.93</u> % Federal <u>89.07</u> %)	\$ 374,652
12. Total Approved Assistance Amount	\$ 333,688
13. Program Income	\$ 0
14. Total EPA Amount Awarded This Action	\$ 333,688
15. Total EPA Amount Awarded To Date	\$ 333,688

Attachment 1 - Project Description

This cooperative agreement continues the recipient's implementation of its pesticide regulatory and enforcement programs, including, but not limited to, activities such as: compliance monitoring, enforcement, certification and training for pesticide applicators, and outreach and education. The purpose of this agreement is to support the recipient's pesticide program promoting enhanced protection of human health and the environment through reduced pesticide exposure to the public, agricultural workers and handlers, protection of water resources from pesticides, and protection of endangered species.

This agreement funds pesticide regulatory and enforcement activities including: training and certifying pesticide applicators, conducting worker protection activities to protect farmworkers and communities, protecting water quality by identifying pesticides of interest, identifying locations that need protection due to the location of endangered species and their habitat, protecting public health from unregistered pesticide products and misuse, monitoring for compliance in the field and enforcing EPA pesticide labels when needed, and conducting outreach and education to the regulated community and the public.

Anticipated deliverables and expected outcomes of this cooperative agreement include better protection of public health and the environment through 1) increased outreach and education on proper pesticide use to the regulated community and the public to reduce risk, 2) proper training and certification of pesticide applicators, 3) monitoring for compliance by performing inspections, 4) responding to tips and complaints, and 5) taking enforcement action when needed. The program beneficiaries are the regulated community and the general public.

No subawards are included in this assistance agreement.

Administrative Conditions

National Administrative Terms and Conditions

The recipient agrees to comply with the current Environmental Protection Agency (EPA) general terms and conditions available at: https://www.epa.gov/system/files/documents/2024-10/fy_2025_epa_general_terms_and_conditions_effective_october_1_2024_or_later.pdf

These terms and conditions are in addition to the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: <https://www.epa.gov/grants/grant-terms-and-conditions#general>.

A. Correspondence Condition

The terms and conditions of this agreement require the submittal of reports, specific requests for approval, or notifications to EPA. Unless otherwise noted, all such correspondence should be sent to the following email addresses:

- Federal Financial Reports (SF-425): rtpfc-grants@epa.gov
- All other forms/certifications/assurances, Indirect Cost Rate Agreements, Requests for Extensions of the Budget and Project Period, Amendment Requests, Requests for other Prior Approvals, updates to recipient information (including email addresses, changes in contact information or changes in authorized representatives) and other notifications: **Grants Specialist and Project Officer on Page 1 of Award Document**
- Workplan revisions, equipment lists, programmatic reports and deliverables: **Project Officer on Page 1 of Award Document**
- Quality Assurance documents: **Project Officer on Page 1 of Award Document AND** RIQAPPs@epa.gov

Programmatic Conditions

Grant Specific Programmatic Terms and Conditions

A. Performance Reporting and Final Performance Report

Performance Reports – Content

In accordance with 2 CFR 200.329, the recipient must relate financial data and project or program accomplishments to the performance goals and objectives of the EPA award and must provide cost information to demonstrate cost-effective practices (for example, through unit cost data) when reporting program performance. The recipient agrees to submit performance reports that include information on each of the following areas: 1) A comparison of accomplishments to the outputs/outcomes established in the assistance agreement work plan for the reporting period (for example, comparing costs to units of accomplishment); 2) explanations on why established outputs/outcomes were not met; and 3) Additional information, analysis, and explanation of cost overruns or higher-than-expected-unit costs. **Reporting in the FIFRA Grant Database through the Central Data Exchange is required.**

Additionally, the recipient agrees to notify the EPA when a significant development occurs that could impact the award. Significant developments include events that enable meeting milestones and objectives sooner or at less cost than anticipated or that produce different beneficial results than originally planned. Significant developments also include problems, delays, or adverse conditions which will impact the ability to meet the milestones or objectives of the award, including outputs/outcomes specified in the assistance agreement work plan. If the significant developments negatively impact the award, the recipient must include information on their plan for corrective action and any assistance needed to resolve the situation.

For State Categorical Program Grants Only: Interim performance and final progress reports must prominently display the three Essential Elements for state work plans: 1) Strategic Plan Goal; (2) Strategic Plan Objective; and (3) Workplan Commitments plus time frame.

(See [Grants Policy Issuance 11-03 State Grant Workplans and Progress Reports](#) for more information)

Performance Reports - Frequency

The recipient agrees to submit **annual** performance reports electronically to the EPA Project Officer. **Annual reports are due within 90 days after the annual reporting period ends on 09/30/2026.**

The recipient must submit the final performance report no later than 120 calendar days after the period of performance.

B. Cybersecurity Condition

State Grant Cybersecurity

(a) The recipient agrees that when collecting and managing environmental data under this assistance agreement, it will protect the data by following all applicable State law cybersecurity requirements.

(b) (1) EPA must ensure that any connections between the recipient's network or information system and EPA networks used by the recipient to transfer data under this agreement, are secure.

For purposes of this Section, a connection is defined as a dedicated persistent interface between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition.

If the recipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient agrees to contact the EPA Project Officer (PO) and work with the designated Regional/Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission of reporting and/or compliance data.

(2) The recipient agrees that any subawards it makes under this agreement will require the subrecipient to comply with the requirements in (b)(1) if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The recipient will be in compliance with this condition: by including this requirement in subaward agreements; and during subrecipient monitoring deemed necessary by the recipient under 2 CFR 200.332 (e), by inquiring whether the subrecipient has contacted the EPA Project Officer. Nothing in this condition requires the recipient to contact the EPA Project Officer on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

C. Competency Policy

Competency of Organizations Generating Environmental Measurement Data

In accordance with Agency Policy Directive Number FEM-2012-02, Policy to Assure the Competency of Organizations Generating Environmental Measurement Data under Agency-Funded Assistance Agreements.

Recipient agrees, by entering into this agreement, that it has demonstrated competency prior to award, or alternatively, where a pre-award demonstration of competency is not practicable, Recipient agrees to demonstrate competency prior to carrying out any activities under the award involving the generation or use of environmental data. Recipient shall maintain competency for the duration of the project period of this agreement and this will be documented during the annual reporting process. A copy of the Policy is available online at <https://www.epa.gov/measurements-modeling/documents-about-measurement-competency-under-assistance-agreements> or a copy may also be requested by contacting the EPA Project Officer for this award.

D. Quality Assurance

Authority: Quality Assurance applies to all assistance agreements involving environmental information as defined in 2 C.F.R. § 1500.12 Quality Assurance.

Quality Assurance Project Plan (QAPP)

Prior to beginning environmental information operations, the recipient must:

1. Prepare a QAPP for all applicable projects and tasks involving environmental information operations in accordance with the current version of EPA's Quality Assurance Project Plan (QAPP) Standard;
2. Submit the document for EPA review and approval at least sixty (60) days before environmental information operations begin. QAPPs are submitted by e-mail to both the EPA Project Officer (PO) (see page 1 of the assistance agreement for contact information) and the Region 1 Quality Assurance Branch

(QAB) at R1QAPPS@epa.gov;

3. Obtain EPA approval from both the EPA PO and Regional Quality Assurance Manager (RQAM) (or delegated QA Reviewer) prior to the start of environmental information operations; and
4. Following approval, the QAPP must remain current and accurately reflect the project's operations. You must notify the EPA PO and RQAM of any changes to your QAPP. Additionally, QAPPs must be reviewed at least annually. The annual review must be documented and made available to the EPA PO and RQAM upon request.

Quality Management Plan (QMP) (only applicable to organizations with existing, EPA-approved QMPs)

- I. Submit the current EPA-approved QMP to the EPA Project Officer (PO) within sixty (60) days after award. The EPA PO will confirm that the QMP remains current (i.e., it was approved by EPA within the last five-years). The EPA PO shall confirm the status of the QMP with Region 1 Quality Assurance Manager (RQAM), if needed.
- II. The recipient must review their QMP at least annually. These reviews shall be documented and made available to the EPA PO and/or RQAM, if requested. When necessary, the recipient shall revise its QMP to incorporate minor changes and notify the EPA PO and RQAM of the changes. If significant changes have been made to the Quality Program that affect the performance of environmental information operations, it may be necessary to re-submit the entire QMP for re-approval. In general, a copy of any QMP revisions made during the year should be submitted to the EPA PO and RQAM in writing when such changes occur. Conditions requiring the revision and resubmittal of an approved QMP can be found in section 6 of EPA's Quality Management Plan (QMP) Standard.

“Environmental information operations” is a collective term for work performed to collect, produce, evaluate, or use environmental information and the design, construction, operation, or application of environmental technology. For EPA, environmental information includes direct measurements of environmental parameters or processes, analytical testing of environmental conditions, information provided by models, information compiled from other sources such as databases, software applications, or existing literature, the development of environmental software, tools, or models, or the design, construction, operation, or application of environmental technology.

To assist meeting these requirements, regional guidance documents and resources are available at Region 1 Quality Program Documents and national (Agency-wide) QA Directives are available at EPA Quality Program Directives.

E. Substantial Involvement

EPA will be substantially involved in this agreement. Substantial involvement by the EPA Project Officer may include:

- 1.) Monthly telephone calls and other monitoring.
- 2.) Reviewing project phases and providing approval to continue to the next phase.
- 3.) Reviewing and commenting on any documents, web content, or other materials developed under this agreement (the recipient will make final decisions on these matters),
- 4.) Approving substantive terms included in contracts or subawards (EPA's Project Officer will not suggest, recommend or direct the recipient to select any particular contractor except to the extent permitted in Section 10 of

EPA's Subaward Policy).

5.) Reviewing and commenting on the programmatic progress reports.

6) Consultation with EPA regarding the selection of key personnel (EPA's involvement is limited to reviewing the technical qualifications of key personnel and the recipient will make the final decisions on selection. EPA's Project Officer will not suggest, recommend or direct the recipient to select any individual).

7.) Joint operational involvement, participation, and/or collaboration between EPA and the recipient.

NOTE: ALL final decisions rest with the recipient, not EPA.