



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

172 Pembroke Road Concord, New Hampshire 03301
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 nhstateparks.org



20

September 9, 2025

The Honorable Ken Weyler, Chairman
 Fiscal Committee of the General Court
and
 Her Excellency, Governor Kelly A. Ayotte
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Natural and Cultural Resources (DNCR), Division of Parks and Recreation, Community Recreation Bureau to accept and expend \$214,494 in federal funds from Land and Water Conservation Fund (LWCF) program for the purpose of supporting the administrative management of the LWCF program within the Community Recreation Bureau, effective upon Fiscal Committee and Governor and Council approval through September 30, 2026. 100% Federal Funds.
2. Pursuant to RSA 9:16-c, I, and contingent upon approval of Requested Action #1, authorize the Department of Natural and Cultural Resources (DNCR), Division of Parks and Recreation, Community Recreation Bureau to transfer federal funds between accounting units in the amount of \$201,285 for the purpose of supporting the administrative management of the LWCF program within the Community Recreation Bureau effective upon Fiscal Committee and Governor and Council approval through June 30, 2027. 100% Federal Funds.

Funds are to be budgeted as follows:

03-035-035-351510-NEWXXXX, LWCF ADMINISTRATION GRANT

Class-Account	Class Description	FY26 Current Adjusted Authorized	Requested Action #1	Requested Action #2	Revised FY26 Adjusted Authorized
000-404951-16	Federal Funds	\$0	\$214,494	\$201,285	\$415,779
	Total Revenue	\$0	\$214,494	\$201,285	\$415,779
020-500200	Current Expenses	\$0	\$1,000	\$0	\$1,000
030-500311	Equipment New Replacement	\$0	\$63,000	\$0	\$63,000
038-500175	Technology-Software	\$0	\$3,500	\$900	\$4,400
039-500179	Telecommunications	\$0	\$2,113	\$2,441	\$4,554
040-501587	Indirect Costs	\$0	\$12,758	\$8,500	\$21,258
041-500801	Audit Fund Set Aside	\$0	\$214	\$201	\$415
042-500620	Additional Fringe Benefits	\$0	\$5,106	\$5,978	\$11,084
059-500117	Temp Full Time	\$0	\$63,824	\$94,943	\$158,767
060-500601	Benefits	\$0	\$22,580	\$80,758	\$103,338

070-500704	In State Travel Reimburseme	\$0	\$2,699	\$2,000	\$4,699
080-500710	Out Of State Travel Reimb	\$0	\$2,700	\$5,564	\$8,264
102-500731	Contracts For Program Servi	\$0	\$35,000	\$0	\$35,000
	Total Expenses	\$0	\$214,494	\$201,285	\$415,779

Funds are to be budgeted as follows:

03-035-035-351510-37170000, LW CONSERVE FUND GRANTS

Class-Account	Class Description	FY26 Current Adjusted Authorized	Requested Action #2	Revised FY26 Adjusted Authorized
000-404951-16	Federal Funds	\$17,279,390	(\$201,285)	\$17,078,105
	Total Revenue	\$17,279,390	(\$201,285)	\$17,078,105
020-500200	Current Expenses	\$9	\$0	\$9
022-500255	Rents-Leases Other Than Sta	\$2,700	\$0	\$2,700
029-500290	Intra-Agency Transfers	\$20,000	\$0	\$20,000
030-500311	Equipment New Replacement	\$49,780	\$0	\$49,780
038-500175	Technology-Software	\$3,000	(\$900)	\$2,100
039-500179	Telecommunications	\$2,602	(\$2,441)	\$161
040-501587	Indirect Costs	\$234,626	(\$8,500)	\$226,126
041-500801	Audit Fund Set Aside	\$17,562	(\$201)	\$17,361
042-500620	Additional Fringe Benefits	\$5,979	(\$5,978)	\$1
047-500240	Own Forces Maint Build-Grn	\$2,935	\$0	\$2,935
050-500109	Personal Service Temp Appoi	\$43,393	(\$31,119)	\$12,274
059-500117	Temp Full Time	\$63,824	(\$63,824)	\$0
060-500601	Benefits	\$85,563	(\$80,758)	\$4,805
070-500704	In State Travel Reimburseme	\$2,000	(\$2,000)	\$0
072-500573	Grants Federal	\$16,707,991	\$0	\$16,707,991
080-500710	Out Of State Travel Reimb	\$7,563	(\$5,564)	\$1,999
102-500731	Contracts For Program Servi	\$5,501	\$0	\$5,501
103-500736	Contracts For Op Services	\$24,362	\$0	\$24,362
	Total Expenses	\$17,279,390	(\$201,285)	\$17,078,105

EXPLANATION

The Department of Natural and Cultural Resources (DNCR), Division of Parks and Recreation, Community Recreation Bureau provides support, management, and funding through the Land and Water Conservation Fund (LWCF) program for the acquisition and development of outdoor recreation resources statewide. For the first time in the program's history (since 1965), states were granted administrative funds for their annual federal fiscal apportionment to be used in helping bolster the overall capacity and efficiency of the program's management as passed under the Federal FY26 budget. The increase of capacity encompasses a multifaceted approach, focusing on two critical areas of paramount importance: the addition of personnel resources and the development of a Geographic Information System (GIS) based project site

database.

The funds will continue to support one existing full time temporary position, #9T3397 13-1190 MISC BUS OPS SPECS-4, continuing to significantly enhance the State's capability to effectively address various stewardship and compliance-related concerns. This enhanced capacity will extend to encompass various crucial tasks, including, but certainly not limited to, the rigorous 5-year inspections that are integral to the LWCF State Assistance Program's stewardship.

In conjunction with the personnel, a pivotal aspect of this project involves the development of a GIS-based project site database. This database will serve as a central repository, consolidating all pertinent project-related documents and meticulously mapping out project sites. Furthermore, it will facilitate seamless public access to information regarding the grants awarded through the LWCF State Assistance Program. In essence, this database will serve as a centralized hub, fostering transparency and accessibility to benefit all stakeholders.

The following appropriation authorities are requested for 03-035-035-351510-NEWXXXX, LWCF ADMINISTRATION GRANT:

Class 020 – Current Expenses – Appropriations needed to pay for program supplies.

Class 030 – Equipment – Appropriations needed to supply new computer, office equipment and vehicle.

Class 038 – Software – Appropriations needed for the annual ESRI GIS licensing.

Class 039 – Telecommunications – Appropriations needed for VOIP and cell phone service costs.

Class 040 – Indirect Costs – Additional appropriations needed for Indirect Cost recovery.

Class 041 – Audit Fund Set Aside – Additional appropriations as required by state of 0.1%

Class 042 – Fringe Benefits – Appropriations needed to contribute to post-retirement benefits.

Class 059 – Temp Full Time – Additional appropriations needed to fund existing FT Temp position.

Class 060 – Benefits – Additional appropriations needed to fund existing FT Temp position.

Class 070 – In State Travel – Appropriation to fund in state travel needs by staff to perform field duties

Class 080 – Out of State Travel – Additional appropriations needed for travel to the National Associations of State Outdoor Recreation Liaisons Officers (NASORLO) annual conference and National Park Service trainings.

Class 102 – Contracts for Program Services – Appropriation needed to support ongoing Database Mapping contract.

The following appropriation reductions are requested for 03-035-035-351510-37170000, LW CONSERVE FUND GRANTS:

Class 038 – Software – Moving appropriations to (New XXXX account) need to pay for annual ESRI GIS licensing.

Class 039 – Telecommunications – Moving appropriations to (New XXXX account) needed for VOIP and cell phone service costs

Class 040 – Indirect Costs – Moving appropriations to (New XXXX account) required for Indirect Cost recovery

Class 041 – Audit Fund Set Aside – Moving appropriations to (New XXXX account) required by State of 0.1%

Class 042 – Fringe Benefits – Moving appropriations to (New XXXX account) needed to fund existing FT temp position

Class 050 – Personal Service Temp – Moving appropriations to (New XXXX account) from class 50 to class 59 to fund existing FT Temp position.

Class 059 –Temp Full Time – Moving appropriations to (New XXXX account) to fund existing FT Temp position.

Class 060 – Benefits – Moving appropriations to (New XXXX account) to fund existing FT Temp position

Class 070 – In State Travel – Moving appropriations to (New XXXX account) to fund in state travel needs by staff to perform field duties

Class 080 – Out of State Travel – Moving appropriations to (New XXXX account) needed for travel to the National Associations of State Outdoor Recreation Liaisons Officers (NASORLO) annual conference and National Park Service trainings.

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

1) Does transfer involve continuing programs or one-time projects? Yes, this transfer involved the continuations of current and new program projects.

2) Is this transfer required to maintain existing program level or will it increase the program level? This transfer will increase the program level.

3) Cite and requirements which makes this program mandatory. None

4) Identify the source of the funds on all accounts listed on this transfer. 100% Federal Funds (Land and Water Conservation Fund)

5) Will there be any effect on revenue if this transfer is approved or disapproved. Revenue will not be affected by this transfer.

6) Are the funds expected to lapse if this transfer is not approved. No. Federal program funds are carried forward each year.

7) Are personnel services involved? If yes, answer the following: Yes

a. Number of positions budgeted in each account. One

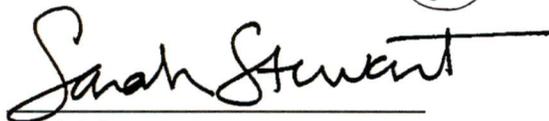
b. Number of positions filled in each account. One

c. Reason for vacant positions. N/A

d. Have any positions been transferred previously in these accounts? No

e. Will any positions be transferred as a result of this request? No

Respectfully submitted,



Sarah L Stewart
Commissioner

1. DATE ISSUED MM/DD/YYYY 1a. SUPERSEDES AWARD NOTICE dated 09/07/2024
06/05/2025 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded

NOTICE OF AWARD



AUTHORIZATION (Legislation/Regulations)

54 U.S.C. § 200305 Land and Water Conservation Fund, Assistance to States

2. ASSISTANCE LISTING NUMBER
15.916 - Outdoor Recreation Acquisition, Development and Planning

3. ASSISTANCE TYPE Project Grant

4. GRANT NO. P23AP02331-02
Originating MCA #

5. TYPE OF AWARD
Other

4a. FAIN P23AP02331

5a. ACTION TYPE Post Award Amendment

6. PROJECT PERIOD MM/DD/YYYY
From 10/01/2023 Through 09/30/2026

7. BUDGET PERIOD MM/DD/YYYY
From 10/01/2023 Through 09/30/2026

8. TITLE OF PROJECT (OR PROGRAM)
33-00762 Administrative Grant I

9a. GRANTEE NAME AND ADDRESS
Natural & Cultural Resources, New Hampshire Department of
172 PEMBROKE RD
CONCORD, NH, 03301-5791

9b. GRANTEE PROJECT DIRECTOR
ERIC FELDBAUM
172 Pembroke Road
Concord, NH, 03301-5765
Phone: 6032713556

10a. GRANTEE AUTHORIZING OFFICIAL
ERIC FELDBAUM
172 Pembroke Road
Concord, NH, 03301-5767

10b. FEDERAL PROJECT OFFICER
Toyya Mahoney
100 Alabama St. SW
Atlanta, GA, 30303
Phone: 702-465-2413

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)		12. AWARD COMPUTATION	
I Financial Assistance from the Federal Awarding Agency Only		a. Amount of Federal Financial Assistance (from item 11m)	\$ 566,465.92
II Total project costs including grant funds and all other financial participation		b. Less Unobligated Balance From Prior Budget Periods	\$ 0.00
a. Salaries and Wages	\$ 484,897.70	c. Less Cumulative Prior Award(s) This Budget Period	\$ 351,971.75
b. Fringe Benefits	\$ 305,220.80	d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	\$ 214,494.17
c. Total Personnel Costs	\$ 790,118.50	13. Total Federal Funds Awarded to Date for Project Period	\$ 566,465.92
d. Equipment	\$ 156,637.63	14. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project):	
e. Supplies	\$ 9,000.00	YEAR	TOTAL DIRECT COSTS
f. Travel	\$ 29,900.00	a. 2	\$
g. Construction	\$ 0.00	b. 3	\$
h. Other	\$ 58,204.67	c. 4	\$
i. Contractual	\$ 66,089.00	d. 5	\$
j. TOTAL DIRECT COSTS	\$ 1,109,949.80	e. 6	\$
k. INDIRECT COSTS	\$ 22,982.04	f. 7	\$
l. TOTAL APPROVED BUDGET	\$ 1,132,931.84	15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:	
m. Federal Share	\$ 566,465.92	a. DEDUCTION	
n. Non-Federal Share	\$ 566,465.92	b. ADDITIONAL COSTS	
		c. MATCHING	
		d. OTHER RESEARCH (Add / Deduct Option)	
		e. OTHER (See REMARKS)	
		16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:	
		a. The grant program legislation	
		b. The grant program regulations.	
		c. This award notice including terms and conditions, if any, noted below under REMARKS.	
		d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.	
		In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.	

15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:

a. DEDUCTION
b. ADDITIONAL COSTS
c. MATCHING
d. OTHER RESEARCH (Add / Deduct Option)
e. OTHER (See REMARKS)

e

REMARKS (Other Terms and Conditions Attached - Yes No)
See next page

GRANTS MANAGEMENT OFFICIAL:

Matthew Russell, N/A
1849 C St NW
Main Interior Building National Park Service
Washington, DC, 20240-0001
Phone: 2027944311

17. VENDOR CODE	0071394113	18a. UEI QEJNZ1E5YJX9	18b. DUNS 962583860	19. CONG. DIST.	02	
LINE#	FINANCIAL ACCT	AMT OF FIN ASST	START DATE	END DATE	TAS ACCT	PO LINE DESCRIPTION
4	0054003673-00010	\$214,494.17	10/01/2023	09/30/2026	5035	23GW ADMIN NEW HAMPSHIRE GRANT

NOTICE OF AWARD (Continuation Sheet)

PAGE 2 of 3	DATE ISSUED 06/05/2025
GRANT NO. P23AP02331-02	

REMARKS:

This amendment is providing additional financial assistance in the amount of \$214,494.17 (block 12d).
This amendment officially modifies and increases the Federal funding for this agreement from \$351,971.75 (previous funding) to \$566,465.92 (block 12c and respectively block 13) and officially modifies and extends the period of performance end date to 9/30/2026.
The required cost share for this agreement is increased to \$566,465.92.
Justification: Increase the grant award to cover the states 2026 Fiscal year administrative costs.

All other terms and conditions remain unchanged.

NOTICE OF AWARD (Continuation Sheet)

PAGE 3 of 3	DATE ISSUED 06/05/2025
GRANT NO. P23AP02331-02	

Federal Financial Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
10/01/2023	12/31/2023	Semi-Annual	03/30/2024
01/01/2024	06/30/2024	Semi-Annual	09/28/2024
07/01/2024	12/31/2024	Semi-Annual	03/31/2025
01/01/2025	06/30/2025	Semi-Annual	09/28/2025
07/01/2025	12/31/2025	Semi-Annual	03/31/2026
01/01/2026	06/30/2026	Semi-Annual	09/28/2026
07/01/2026	09/30/2026	Final	01/28/2027

Performance Progress Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
10/01/2023	12/31/2023	Semi-Annual	03/30/2024
01/01/2024	06/30/2024	Semi-Annual	09/28/2024
07/01/2024	12/31/2024	Semi-Annual	03/31/2025
01/01/2025	06/30/2025	Semi-Annual	09/28/2025
07/01/2025	12/31/2025	Semi-Annual	03/31/2026
01/01/2026	06/30/2026	Semi-Annual	09/28/2026
07/01/2026	09/30/2026	Final	01/28/2027

AWARD ATTACHMENTS

Natural & Cultural Resources, New Hampshire Department of

P23AP02331-02

1. Modification Document

Grant Agreement Modification/Amendment

Modification/Amendment Number 02 to
Grant Agreement P23AP02331/33-00762

Between

United States Department of the Interior
National Park Service

And

Natural and Cultural Resources, New Hampshire Department of

GENERAL

The purpose of this modification is to modify ARTICLE XII, Section A-AWARD AND PAYMENT. This amendment is for a the increase in grant award is being requested to cover the administrative costs for the State 2026 State Fiscal year (July 1, 2025-September 30, 2026).

MODIFICATION

1. ARTICLE XII, Section A-AWARD AND PAYMENT. The following is modified:

NPS will provide funding to the Recipient in an amount not to exceed \$214,294.17 for the cost increase in accordance with the Applicant's submitted SF-424C and Budget Narrative, which the NPS has approved and is incorporating by reference.

SIGNATURES

Recipients are NOT required to sign the Notice of Financial Assistance Award letter or any other award document. As per DOI standard award terms and conditions, the recipient's acceptance of a financial assistance award is defined as the start of work, drawing down funds, or accepting the award via electronic means.

ATTACHMENTS

Amendment request and attachments

SF 424

SF 424C

SF 425

Budget Narrative

DNF

A&R Form