



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

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 DEC 03 2025



JK

September 11, 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, Division of Forests and Lands, to enter into a **Retroactive** and **Sole Source** Cooperative Project Agreement with the University of New Hampshire, Cooperative Extension (UNH-CE) (VC #315187), Durham, NH to address selected needs of the public 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, in an amount not to exceed \$105,000 effective upon approval of Governor and Council for the period of July 1, 2025 through June 30, 2026. 100% General Funds.

Funding is available in account, Forest and Lands Administration, as follows:

	<u>FY2026</u>
03-035-035-351010-35000000-045-509045 – Personnel Services/Non-Benefit	\$105,000

EXPLANATION

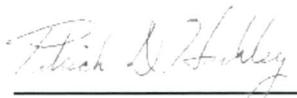
This request is **Retroactive** due to the need to update the cooperative project agreement with a scope of work that better reflects the broad range of programs and services to be provided. This agreement is **Sole Source** because the programs and services are provided through the MOU between DNCR and UNH-CE. The 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).

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. The Cooperative Project Agreement describes the general services UNH-CE provides with additional details described in the attached MOU and one-page 2024/2025 summary of accomplishments.

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

Respectfully submitted,

Concurred



 Patrick D. Hackley
 Director



 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 **6/30/26**. 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: **FY26 State Forestry Support**

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

Phone: 603-271-2214

Campus Project Administrator

Name: Gregory J. Jordan
 Address: University of New Hampshire
Taylor Hall
59 College Road
Durham, NH 03824

Phone: 603-862-3397

- 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: Sarah L. Stewart
 Address: NH DNCR
172 Pembroke Rd
Concord, NH 03301

Phone: 603-271-4135

Campus Project Director

Name: Amy Loader
 Address: University of New Hampshire
Taylor Hall
59 College Road
Durham, NH 03824

Phone: 603-862-3085

F. Total State funds in the amount of \$105,000 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. _____ 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 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 Digitally signed by Karen Jensen
Date: 2025.09.18 10:49:02
+04'00'

By An Authorized Official of:
DNCR, Forests and Lands
Name: Sarah Stewart
Title: Commissioner
Signature and Date: Sarah Stewart 10/21/25

By An Authorized Official of: the New Hampshire Office of the Attorney General
Name: Jessica A. King
Title: Senior Assistant Attorney General
Signature and Date: Jessica A King 10/27/2025

By An Authorized Official of: the New Hampshire Governor & Executive Council
Name: _____
Title: _____
Signature and Date: _____

EXHIBIT A

A. **Project Title:** FY26 State Forestry Support

B. **Project Period:** 7/01/2025 - 6/30/2026

- D. **Objectives:** The purpose of this Cooperative Agreement between the Department of Natural and Cultural Resources, Division of Forests and Lands and the University of New Hampshire Cooperative Extension (UNHCE) is to support statewide forest stewardship programming implemented by UNHCE's Forestry staff. The UNHCE Forest Stewardship Program (FSP) addresses 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 for landowners, natural resource professionals, municipalities, and the public. The State funds allocated by DNCR DFL will be utilized to support the UNHCE Forestry staff to deliver the FSP across throughout New Hampshire.
- E. **Scope of Work:** UNHCE FSP will provide forest stewardship education to landowners, natural resource professions, municipalities, and the public through outreach conducted by UNHCE specialists in forest stewardship and such other staff as may be mutually agreed by the Dean and Director, UNHCE and the Director, DFL, to help carry out the FSP. The UNHCE FSP will:
- F. -Provide one-on-one technical assistance for forest landowners (typically 10 acres or greater). UNHCE Forestry staff will meet with landowners on their properties to assess the needs of landowners and forest conditions and provide recommendations, resources, and professional referrals for the landowner to consider to steward and manage their forestland.
- G. -Provide education and training for forest landowners, municipalities, and the public to gain understanding and appreciation of the critical role forests play to New Hampshire's economy, ecology, and character.
- H. -Provide education and training for natural resource professionals such as foresters, loggers, and biologists to develop their knowledge and skills to steward and management forestland for their clients.
- I. -Provide current and relevant information to landowners, natural resource professionals, and the public about current threats and issues impacting New Hampshire's forests including but not limited to information regarding insects and diseases impacting forest health, updates on regulations, or opportunities and emerging forest-based markets.
- J. **Deliverables Schedule:** As a member of the Project Administrator's Leadership Team (Division of Forests and Lands), the UNH Extension Forestry Specialist will provide monthly updates on current and proposed activities, programs and publications.

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	\$105,000	Waiver on all cost share	\$0
2. Employee Fringe Benefits	\$0	0	\$0
3. Travel	\$0	0	\$0
4. Equipment	\$0	0	\$0
5. Supplies and Services	\$0	0	\$0
6. Contractual	\$0	0	\$0
7. Other (Audit Set Aside - Held by State)	\$0	0	\$0
8. Facilities & Admin Costs	\$0	0	\$0
Subtotals	\$0	0	\$0

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 .

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;

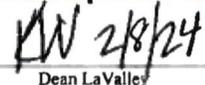
WHEREAS, the state's environment, forest economy, tourism, wildlife habitat, water resources and public recreational opportunities and quality of life depend on the degree to which these private lands are properly managed and utilized;

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:

 10/7/24
Commissioner Stewart

 2/8/24
Dean LaValley

 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.

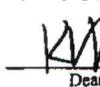
II. The Dean and Director, UNH Cooperative Extension agrees:

- 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

 10/7/24
Commissioner Stewart

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Dean LaValley

 2/14/24
Director Hackley

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

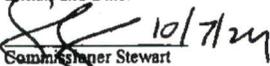
- 3) To coordinate budgets, plans, and programs and inform the Director, Division of Forests and Lands regarding programs, plans-of-work and accomplishments.
- 4) To acknowledge the partnership between UNH Cooperative Extension and NH Department of Natural and Cultural Resources, Division of Forests 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.

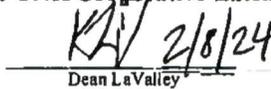
III. It is mutually agreed by the Commissioner, Department of Natural and Cultural Resources and the Dean and Director, UNH Cooperative Extension that:

- 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:

 10/7/24
Commissioner Stewart

 2/8/24
Dean LaValley

 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.

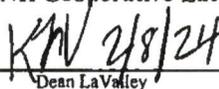
- 4) Forest stewardship staff will be employees of the University of New Hampshire.
- 5) Applications for employment in forest stewardship will be processed in accordance with the policies of the University of New Hampshire. The Director of the Division of Forests and Lands will be invited to participate 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:


Commissioner Stewart

10-7-24


Dean LaValley


Director Hackley

HISTORICAL RECORD OF MEMORANDUM OF UNDERSTANDING SIGNATURES

Original Agreement Approved:
August 12, 1925

August 12, 1925

J.C. Kendall
Director of Extension, UNH

Revised Agreement Approved:
October 6, 1945

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

October 11, 1945

John H. Foster
State Forester

Revised Agreement Approved:
June 8, 1951

H.B. Stevens
Director of Extension

June 9, 1951

William H. Messeck. Jr.
State Forester

Revised Agreement Approved:
October 21, 1965

Lawrence A. Bevan
Director, Agricultural Extension

October 21, 1965

John Rowe
Commissioner, Dept. of Resources
and Economic Development

Revised Agreement Approved:
March 14, 1972

Samuel W. Hoitt
Director, Cooperative Extension Service

February 8, 1972

George Gilman
Commissioner, Dept. of Resources
and Economic Development

Revised Agreement Approved:
May 5, 1978

Maynard C. Heckel
Director, Cooperative Extension

May 17, 1978

George Gilman
Commissioner, Dept. of Resources
and Economic Development

Revised Agreement Approved:

Maynard C. Heckel
Director, Cooperative Extension Service

January 24, 1994

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

February 2, 1994

Peter J. Horne
Dean and Director, UNH Cooperative Extension

January 24, 1994

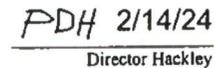
John E. Sargent
NH State Forester
Director, NH Division of Forests and Lands.
Dept. of Resources and Economic Development

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

Initials and Date:

 10-7-24
Commissioner Stewart

 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

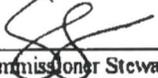
February 15, 2024

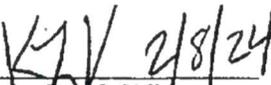
Sarah L. Stewart, Commissioner
NH Dept. of Natural & Cultural Resources

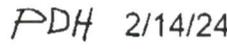
Kenneth Lavalley
Dean, UNH Cooperative Extension

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

Initials and Date:

 2-7-24
Commissioner Stewart

 2/8/24
Dean LaValley

 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:

Commissioner Stewart

SS 10-7-24 *VH* 2/8/24

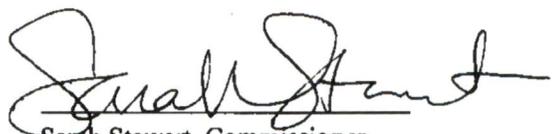
Dean LaValley

PDH 2/14/24

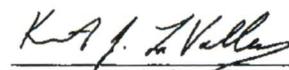
Director Hackley

This Agreement Approved:

10-7-24
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



State of New Hampshire SEP 27 '02 PM 2:12

DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
State House Annex • Room 120
25 Capitol Street
Concord, New Hampshire 03301

20

OCT 09 2002
TABLED
3-4

DONALD S. HILL
Commissioner
(603) 271-3201

September 27, 2002

Her Excellency, Governor Jeanne Shaheen
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

NOV 13 2002
Removed from table 3-4
3-2 approved

REQUESTED ACTION

Authorize the State and the University System to utilize a modified, streamlined contract and grant award process and approve the attached Master Agreement and Cooperative Project Agreement form for use in such contracts and grants. This process will be effective with the date of Governor and Council approval.

EXPLANATION

On April 12, 2000, University of New Hampshire President Joan Leitzel, Vice President for Research and Public Service Donald Sundberg, and Executive Director of Sponsored Research Kathryn Cataneo met with the Governor and Executive Council to discuss the mutual benefits of State-University partnerships and mechanisms to support those partnerships. One such mechanism involves streamlining the grant and contract award process between these two State entities. The Governor and Council gave their support to this concept, asking that the Department of Administrative Services work with the Attorney General's Office and the University. Representatives of these entities met and agreed to the attached proposed Master Agreement and model Cooperative Project Agreement format presented here for approval and use in place of the various mechanisms currently used.

Adoption of this Master Agreement and use of this contracting process is expected to result in greater efficiencies for all parties. There will be a unique, easily identifiable, short format for all projects with USNH campuses. This consistency should benefit all, including the Governor and Executive Council in their review of proposed USNH-state agency projects. Time spent on individual agreements will be reduced significantly. Supporting documents currently required for each contract, such as the Certificate of Existence and proof of 501(c)(3) status, will be kept on file, saving paper, time and expense for all.

Respectfully submitted,

Donald S. Hill, Commissioner
Department of Administrative Services

DSH/cw

Attachments