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New Hampshire Department of  
**BUSINESS AND  
ECONOMIC AFFAIRS**



November 19, 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**

Pursuant to the provisions of RSA 9:16-a, II, authorize the Department of Business and Economic Affairs, Division of Economic Development to transfer funds in the amount of \$3,000 and create a new expenditure class code, effective upon approval of the Fiscal Committee and the Governor and Council through June 30, 2027 and further authorize the funds to be allocated as shown below. 100% Intra-Agency Transfers.

Funds are to be budgeted in FY2026 in the following account:

**03-22-22-220510-14480000, Economic Development Admin**

Class	Description	FY26 Current Adjusted Authorized	Requested Action	FY26 Revised Authorized
004-408189-68	Intra Agency Transfers	\$ 65,842	\$ -	\$ 65,842
	General Funds	\$ 1,757,711	\$ -	\$ 1,757,711
	<b>TOTAL REVENUE</b>	\$ 1,823,553	\$ -	\$ 1,823,553
010-500100	Personal Services Perm Classified	\$ 927,914	\$ -	\$ 927,914
011-500126	Personal Services Unclassified	\$ 124,176	\$ -	\$ 124,176
020-500200	Current Expenses	\$ 8,700	\$ -	\$ 8,700
022-500248	Rents - Leases - Other than State	\$ 46,097	\$ -	\$ 46,097
026-500251	Organizational dues	\$ 92,500	\$ (3,000)	\$ 89,500
030-500311	Equipment - New	\$ 50,000	\$ -	\$ 50,000
042-500620	Post Retirement Benefits	\$ -	\$ 3,000	\$ 3,000
060-500601	Benefits	\$ 441,916	\$ -	\$ 441,916
069-500244	Promotional Marketing	\$ 50,000	\$ -	\$ 50,000
070-500707	Travel - in state	\$ 17,500	\$ -	\$ 17,500
080-500717	Travel - out of state	\$ 14,750	\$ -	\$ 14,750
102-500731	Contracts for Program Services	\$ 50,000	\$ -	\$ 50,000
	<b>TOTAL EXPENSES</b>	\$ 1,823,553	\$ -	\$ 1,823,553

100 North Main Street  
Suite 100  
Concord, New Hampshire 03301

603.271.2341

visithn.gov nheconomy.com choosenh.com

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### EXPLANATION

This request seeks approval to correct a clerical error made during the budgeting process related to the 004 revenue class. At the time the budget was developed, a corresponding Class 42 expense line was not established. The Class 42 appropriation is necessary to properly support the intra-agency transfer related to the rapid response services provided by the Division of Economic Development to the Office of Workforce Opportunity. This adjustment will ensure that both revenue and expenditures are accurately aligned and that the transfer of funds is fully compliant with state accounting requirements.

Re-allocated funds are budgeted as follows:

Class 026 - Organizational Dues - anticipated reduction in organizational dues in FY26 allows for transfer of expenditures to cover needed appropriations in this request.

Class 042 – Additional Fringe Benefits – agency's proportional share of Retiree's Health Insurance liability.

Respectfully Submitted,



James Key-Wallace  
Interim Commissioner