



State of New Hampshire

DEPARTMENT OF SAFETY
JAMES H. HAYES BUILDING
33 HAZEN DRIVE
CONCORD, NEW HAMPSHIRE 03305
603-271-2791

67 - 9/2/26



EDDIE EDWARDS
ASSISTANT COMMISSIONER

ROBERT L. QUINN
COMMISSIONER

STEVEN R. LAVOIE
ASSISTANT COMMISSIONER

September 2, 2026

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

REQUESTED ACTION

Authorize the Department of Safety, Division of Administration, to amend the grant agreement to the Lebanon Police Department (VC# 177422) by increasing the grant limit by \$20,000 from \$50,000 to \$70,000 for the purpose of identifying, investigating, and apprehending individuals and/or organizations that are involved in narcotics-related drug use and trafficking. These grants were initially approved by Governor and Council on October 1, 2025, item #60 and most recently amended on December 3, 2025, item #68. Effective upon Governor and Council approval through June 30, 2027. **100% Transfer from Other Agency.**

Funding is available in account, Sub Abuse Enforce/Granite Shlds, as follows:

02-23-23-234010-30770000-073-500580 - Grants to Local Gov't - State

	<u>FY 2026</u>	<u>FY 2027</u>	<u>TOTAL</u>
Original	\$25,772.50	\$24,227.50	\$50,000.00
Requested Action	\$0.00	\$20,000.00	\$20,000.00
Revised Amount	\$25,772.50	\$44,227.50	\$70,000.00

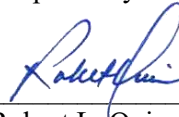
EXPLANATION

The grant program, commonly known as “Granite Shield - Northern Shield”, provides local law enforcement and county law enforcement agencies, as well as regionalized agency coalitions specifically developed for this project, the resources to identify, investigate, and apprehend individuals and/or organizations that are involved in narcotics-related drug use and trafficking. The initiative supports the implementation of collaborative drug enforcement operations and initiatives to combat the illegal sale, misuse and abuse of narcotics; as well as prevent drug-related overdoses and deaths. Allowable costs under this grant include reimbursing grantees for law enforcement overtime (or straight time for part-time law enforcement above normally scheduled hours), and employer share of benefits. The hiring of full or part time law enforcement officers, and the purchase of evidence strictly for the Northern Shield portion of this grant, which are a direct result of participating in grant-related activities. Allowable grant related activities include using statistics and information to place additional patrol and investigative presence at locations, times, and places where there have been a significant combination of crimes and narcotics use, including areas known to be used by drug dealers for shipment of illegal drugs into the state.

Her Excellency, Governor Kelly A. Ayotte
And the Honorable Council
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In the event that Other Agency funds are no longer available, General Funds and/or Highway Funds will not be requested to support this program.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Robert L. Quinn", is written over a horizontal line.

Robert L. Quinn
Commissioner of Safety

Grant Agreement with Lebanon Police Department
Substance Abuse Enforcement Program
Amendment No. 1

This Agreement (hereinafter called the Amendment) is by and between the State of New Hampshire, acting by and through its Department of Safety, Division of State Police (hereinafter referred to as the State) and the Lebanon Police Department (hereinafter referred to as the Grantee).

WHEREAS, pursuant to an Agreement (hereinafter called the Agreement) approved by the Governor and Council on October 1, 2025, item #60 and December 3, 2025, item #68, the Grantee agreed to perform certain services upon the terms and conditions specified in the Agreement and in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, The Grantee and the State have agreed to amend the Agreement in certain respects;

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and set forth herein, the parties hereto do hereby agree as follows;

1. Amendment and Modification of Agreement: The Agreement is hereby amended as follows:
 - a. The Grant Limitation as set forth in sub-paragraph 1.8 of the Agreement shall be changed to \$70,000 from \$50,000

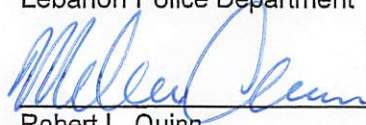
All other conditions outlined in the contract shall remain in effect.
2. Effective Date of Amendment: This Amendment shall take effect upon the date of approval of this Amendment by the Governor and Executive Council of the State of New Hampshire.
3. Continuance of Agreement: Except as specifically amended and modified by the terms and conditions of this Amendment, the Agreement, and the obligations of the parties thereunder, shall remain in full force and effect in accordance with the terms and conditions set forth therein.

Grant Agreement with Lebanon Police Department
Substance Abuse Enforcement Program
Amendment No. 1

Accepted by:

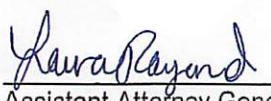

Authorized Individual
Lebanon Police Department

7/8/26
Date


Robert L. Quinn
Department of Safety

Assistant
Director
of
Administration

8/14/26
Date


Assistant Attorney General
Department of Justice

8/4/2026
Date

Grant Agreement with Lebanon Police Department
Substance Abuse Enforcement Program
Amendment No. 1

EXHIBIT A
SPECIAL PROVISIONS

1. Grant expenses must be incurred and paid prior to June 30, 2027. All grant reimbursement requests must be submitted prior to July 15, 2027 using form DSAD 69. Only expenses approved as outlined in Exhibit B and outlined in Saf-C 2904.02 Allowable Costs may be reimbursed. Reimbursement requests shall meet all requirements of Saf-C 2908 Administrative Requirements.
2. Lebanon Police Department (hereinafter referred to as "the Grantee") shall maintain financial records, supporting documents, and all other pertinent records for a period of 3 years from the grant period end date per Saf-C 2908.01 Recordkeeping.

Grant Agreement with Lebanon Police Department
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EXHIBIT B
SCOPE OF SERVICES

1. The Department of Safety, Division of State Police (hereinafter referred to as "the State") is awarding the Lebanon Police Department, \$70,000 for the purpose of investigating and apprehending individuals or organizations that are involved in narcotics related drug use and trafficking.
2. "The Grantee" agrees to comply with all applicable and state laws, rules, regulations, and requirements.
3. "The Grantee" agrees to comply with all quarterly report requirements.
4. "The Grantee" is responsible for the overall direction and assignment of all 2026-2027 Substance Abuse Enforcement Program grant funded activities.

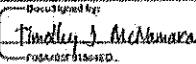
Grant Agreement with Lebanon Police Department
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EXHIBIT C
GRANT AMOUNT AND METHOD OF PAYMENT

1. Grant Amount: \$70,000
2. Payment Schedule
 - a. "The Grantee" agrees that the total payment by "the State" under this grant agreement shall be up to \$70,000
 - b. "The Grantee" agrees to submit reimbursement requests monthly to "the State" under this grant agreement.
 - c. "The State" shall reimburse up to \$70,000 to "the Grantee" upon "the State" receiving appropriate documentation of expended funds (i.e.: copies of payroll documentation and proof of payment) submitted with form DSAD 69.



City of Lebanon
New Hampshire

COUNCIL POLICY			
Grant Policy			
<i>Policy Number</i>	<i>Effective Date</i>	<i>Last Revision</i>	<i>Page No.</i>
CC-109 <i>Formerly 01-01-C</i>	06/06/2001	08/04/2021	Page 1 of 5
<i>Approved by:</i>	City Council	<i>Resubmitted by:</i>  FOIA(b)(7)(D) EXEMPTED	

Section 1.0: Purpose

The purpose of this Policy is to establish guidelines and conditions to be used in applying for, accepting and expending unanticipated and anticipated funding from a state, federal or other governmental unit or private grant source which becomes available during the fiscal year.

Section 2.0: Scope

This policy applies to all personnel, officials and entities of the City in which the authority to accept grants is bestowed on the City government.

Section 3.0: Definitions

Section 4.0: Policy Detail

4.1 City Council Resolution of December 17, 1996. The following Resolution, passed by the Lebanon City Council, acting in special session on Tuesday, December 17, 1996, is herewith repealed subject to adoption of this Policy:

"FOR THE PURPOSE OF authorizing the City Manager to apply for and expend unanticipated money from state, federal or other governmental unit or private sources which become available during the fiscal year.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that, after approval by the City Council, the City Manager is herewith authorized to apply for, accept and expend, without further action by the City Council, unanticipated money from state, federal or other governmental unit or private source which becomes available during the fiscal year.

NOW THEREFORE BE IT FURTHER RESOLVED, by the City of Lebanon, that said authorization shall be indefinite until specific rescission of such authority by the City Council."

4.2 Authority



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New Hampshire

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The City Manager is authorized to apply for, accept and expend unanticipated and anticipated funding from a state, federal or other governmental unit or private source which becomes available during the fiscal year.

1. Such funding shall be used only for legal purposes for which the City may appropriate money and shall not require the expenditure of other City funds except those funds lawfully appropriated for the same purpose.
2. Nothing in this Policy shall prevent the City from complying with the approval and authorization terms and conditions of any federal or state grant including the specificity of such approvals and authorizations and the conducting of required public hearings.
3. This authorization is indefinite until specific rescission of such authority by the City Council.

Section 5.0: Procedures

5.1 Determination as to Unanticipated Moneys. Analysis of the inherent uncertainty of grant or other state, federal or governmental unit or private source funding, including certainty of availability, application time lines, appropriateness in terms of consistency with, and support of, established City and department goals and objectives, and funding levels is required. The identification of a potential funding source as *unanticipated* is subject to a determination based on past experience and on the best information currently available which conservatively categorizes the potential funding source as being either (a) *available with reasonable certainty* (clearly evidenced by official, binding written commitments); (b) *potentially available* (reasonably susceptible of being available); or (c) *uncertain as to availability*.

5.2 Unanticipated Moneys. A determination made concluding that the application for, acceptance and expenditure of, a potential funding source from a state, federal or other governmental unit or private source may be reasonably categorized as either "*potentially available*," or "*uncertain as to availability*" qualifies such source as *unanticipated*.

5.3 Anticipated Moneys. Anticipated funding is subject to the normal budget process including appropriation and identification and designation of revenue sources. A determination made concluding that the application for, acceptance and expenditure of, a potential funding source from a state, federal or other



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governmental unit or private source is "available with reasonable certainty" qualifies such source as "anticipated."

5.4 City Manager Approval Required. Application for unanticipated and anticipated funding requires prior City Manager approval. The acceptance and subsequent expenditure of unanticipated or anticipated funding is likewise contingent on City Manager approval subject to analysis and determination as outlined in this Policy.

5.5 Local Matching Share. The responsible City Department proposing the application for unanticipated or anticipated funding is required to clearly identify the source of local financial matching requirements, if there are any.

1. If the local matching share consists of appropriated, funded and available spending authority, no further action is required beyond identification and earmarking.
2. If the local matching share does not consist of appropriated, funded and available spending authority, the procedures applicable to effecting a supplemental appropriation must be followed taking into consideration any special noticing requirements in connection with specific grant requests.

5.6 Preliminary Information Required Prior to Application. In order to understand the potential financial risks the City will bear by entering a grant program, or other program supported in whole or part through from other unanticipated or anticipated state, federal or other governmental unit or private source funding which becomes available during the fiscal year, and because financial and administrative requirements will affect City programs and costs, the following information shall be provided prior in connection with the City Manager's consideration and approval:

1. Title of Grant; Purpose of Grant; and General Description of Grant
2. Size of the grant in the current year and in future years if funding is continued.
3. Identify: a) grant administrator; and b) In the event the grant application is to be written/submitted by a consultant, information on cost, which may be a good faith estimate, and the source of funds to pay the consultant.
4. Number of employees it will add to the City's payroll, not including employees who may have to be paid from local funds if the grant is



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withdrawn or terminated -- if the City is to absorb these costs, the expenditure should be reviewed as a new program.

5. Level of operating and maintenance costs, to be funded locally, associated with the grant program.
6. Number of residents to be served and the method of service.
7. Capability of the City's financial management system to adequately monitor grant monies.
8. Probability of grant continuation, including how continuation is to be determined, and what long-term authorization has been given for the program at the granting source.
9. Obligations Imposed by accepting grant.
10. Likelihood of continuing the program with City funding once the grant is exhausted or terminated.
11. How will local/other financial matching requirements be met?
12. Will a City operational or financial procedures have to be changed to meet grant requirements?
13. Will any ongoing City programs be brought under state or federal regulations because of the grant program and, if so, in what way?
14. What problem or need will go unmet if the grant is not accepted?
15. How will utilization and implementation of grant funds contribute to the achievement of City and department/division goals and objectives?
16. What is the time period the grant funds may be used?
17. Project to be included in Capital Improvement Program?

5.7 Reporting to City Council. Upon application for unanticipated or anticipated funding the City Manager shall apprise the City Council in summary fashion of the forgoing issues. Nothing in this Policy shall preclude the City Council from rejecting any grant offer.

Section 6.0: References (Charter/Code/State Statues)

1. NH RSA 31:95-b Appropriations for Funds Made Available During Year
2. NH RSA 47:1 In General
3. City Charter § C419:23 General Powers
4. City Charter § C419:30 Powers And Duties Of Manager.



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Section 7.0: Policy & Procedure Revision History

	Section	Revisions	Date
Original Adoption		01-01-C	6/6/2001
Amendment		Preliminary Info Req. prior to application	12/11/2009
Amendment		Re-formatted, references added	08/04/2021