State of New Hampshire
DEPARTMENT OF NATURAL & CULTURAL RESOURCES
STATE LIBRARY

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August 26, 2026

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 RSA 9:16-c, I, authorize the Department of Natural and Cultural Resources, New Hampshire State Library, to transfer funds in and among classes within an accounting unit in the amount of $216,023 from the Institute of Museum and Library Services (IMLS) through reprioritization of program support initiatives in order to maximize use of available federal funds effective upon fiscal committee and governor and executive council approval through June 30, 2027. 100% Federal Funds.

Funds are to be budgeted in the following account 03-35-35-353010-25540000 Federal Library Programs. Funds are to be budgeted in Fiscal Year 2027 as follows:

Class-Account-RG	Class Description	FY27 Current Adjusted Authorized	Requested Action	Revised FY27 Adjusted Authorized
000-408053-16	Federal Funds	$1,973,464	$0	$1,973,464
	Total Revenue	**$1,973,464**	**$0**	**$1,973,464**
010-500100	Personal Services Perm Clas	$479,777	($53,275)	$426,502
018-500106	Overtime	$600	$0	$600
020-500200	Current Expenses	$16,943	$26,500	$43,443
022-500248	Rents-Leases Other Than State	$14,100	$0	$14,100
024-500225	Maint.Other Than Build.- Grnds	$3,830	$0	$3,830
026-500251	Organizational Dues	$179,875	($95,000)	$84,875
030-500300	Equipment New Replacement	$102,384	$75,000	$177,384
039-500179	Telecommunications	$1,743	$0	$1,743

040-500800	Indirect Costs	$120,000	($20,000)	$100,000
041-500801	Audit Fund Set Aside	$31,000	($15,500)	$15,500
042-500620	Additional Fringe Benefits	$77,496	($32,248)	$45,248
050-500109	Personal Service Temp Appoi	$90,000	$35,000	$125,000
057-500531	Books, Periodicals, Subscripti	$489,451	$4,853	$494,304
060-500601	Benefits	$274,585	$15,000	$289,585
070-500704	In-State Travel Reimbursement	$39,973	$0	$39,973
072-502627	Grants-Federal	$11,016	$0	$11,016
080-500713	Out-Of State Travel	$897	$400	$1,297
102-500731	Contracts For Program Services	$25,000	$59,270	$84,270
103-500736	Contracts For Op Services	$11,040	$0	$11,040
211-501530	Property And Casualty Insuranc	$3,754	$0	$3,754
	Total Expenses	**$1,973,464**	**$0**	**$1,973,464**

EXPLANATION

The Department of Natural and Cultural Resources State Library respectfully requests approval transfer appropriations between classes in this accounting unit in order to fulfill our responsibility to spend federal fund award the monies for all purposes outlined in our current IMLS LSTA 5-Year Plan, 2023-2027 which was approved in September 2022.

The IMLS LSTA annual federal allocation comes through the Grants to States program, which awards to every state library in the United States an allocation based on a formula and uses the monies to support statewide public library services. For more information on this program, visit Purposes and Priorities of the Library Services and Technology Act | Institute of Museum and Library Services (imls.gov).

In FY 2026, cost savings occurred in some appropriation classes due to such reasons as vacant positions and changing program spending priorities. In FY 2027, through reprioritization of use of funds, we are planning to spend all available federal funds as awarded. This request to transfer appropriations reflects this reprioritization and maximization of use of federal funds.

This action will support the Department's ongoing statutory responsibility to promote continuous improvement in library services across all library types statewide. In addition, the Department has a federal statutory obligation under the Institute of Museum and Library Services (IMLS) to administer and strengthen library services statewide, and this request supports fulfillment of those responsibilities.

Class 010 – Personal Services Perm Class: Decrease of appropriations represents available appropriations carried forward from FY 2026 due to vacant positions savings that occurred. This class is fully appropriated for FY 2027 with the current fiscal year appropriation budget. Therefore, the Department requests authority to reappropriate the FY26 balance forward as requested.

Class 020 – Current Expenses: This increase addresses deferred maintenance and rising repair costs for our fleet of six InterLibrary Loan vans, which collectively travel more than 200,000 miles each year in support of statewide delivery services.

Class 026 – Organizational Dues: This decrease reflects cost savings achieved by transitioning to a newly contracted vendor, whose services are provided at a lower rate than those of the previous provider.

Class 030 – Equipment New Replacement: Increase of appropriations to fund the purchase of a replacement InterLibrary Loan delivery van with more than 186,000 miles of service in Fiscal Year 2027.

Class 040 – Indirect Costs: **–** Adjusting class 040 to be in line with administrative cost recovery per agency ICR for FY 2027. Allowed by the granting authority (IMLS).

Class 041 – Audit Fund Set Aside: Appropriation decrease due to over-appropriation of audit fund set aside costs as estimated.

Class 042 – Additional Fringe Benefits: Appropriation decrease due to prior fiscal year savings from vacant position savings.

Class 050 – Personal Service Temp Appoi: This appropriation is requested because the Department is aware of a need this fiscal year to utilize part-time van drivers to fill in for an extended period of absence of a full-time van driver. Additionally, driver absences that were previously covered by general-fund staff will now be filled using federally funded substitute drivers.

Class 057 – Books, Periodicals, Subscriptions: This additional amount will be used to purchase items previously funded in AU 2552 (General Funds), cls 057. These items remain necessary for State Library operations, so the associated costs have been shifted to federal funds.

Class 060 – Benefits: This increase corresponds with the request to increase the appropriation in class 050.

Class 080 – Out-of-State Travel: Appropriation increase due to estimated increase in out of state travel in support of this program.

Class 102 – Contracts for Program Services: Appropriation increase due to planned contracts for program services to support this program in FY 2027.

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

Justification:

1) Does the transfer involve continuing programs or one-time projects?

This transfer only involves continuing programs as outlined in the NH State Library's approved IMLS LSTA 5-Year Plan.

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

This transfer is required to maintain the existing program level. It will not increase the program level. We seek to replace vans in our fleet, not to increase the size of our fleet. We seek to continue services that align with the NH State Library's approved IMLS LSTA 5-Year Plan and remain critical to maintaining existing program levels.

3) Cite any requirements which make this program mandatory.

The IMLS LSTA Grants-to-States program is an annual federal grant program that all 50 state libraries plus US territory libraries have participated in since the late 1990s in order to support statewide library services.

4) Identify the source of the funds on all accounts listed on this transfer.

Federal Funds: Institute of Museum & Library Services, Grants-to-States program

5) Will there be any effect on revenue if this transfer is approved or disapproved?

No.

6) Are funds expected to lapse if this transfer is not approved?

Yes. The period of performance

7) Are personnel services involved?

Yes. Class 10 permanent classified position vacancies in FY 2026 carried available appropriations for ward into FY 2027.

a. **Number of positions budgeted in each account.** 10

b. Number of positions filled in each account. 7

c. Reason for vacant positions. Ongoing recruitment and hiring challenges.

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

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

In the event that Federal Funds become unavailable, General Funds will not be requested.

Respectfully Submitted,

Adam Crepeau, Commissioner