STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

OFFICE OF THE COMMISSIONER

Lori A. Weaver
Commissioner

Morissa Henn
Deputy Commissioner

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9200 1-800-852-3345 Ext. 9200
Fax: 603-271-4912 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

October 16, 2026

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Office of the Commissioner, to **retroactively** accept and expend $66,000 from the United States Department of Agriculture, Food and Nutrition Administration, to support the provision of income and employment verification services, effective retroactive to September 30, 2026, upon Governor and Council approval through September 30, 2028, and authorize the allocation of these funds in the accounts below. 100% Federal Funds.

05-095-095-951010-79350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS; HHS: COMMISSIONER'S OFFICE; OFFICE OF THE COMMISSIONER; IMPROVEMT/INTEGRITY/INFO/REIM

Class/ Object	Class Title	Current Adjusted Authorized Budget	Requested Change	Adjusted Budget
Revenue				
000-404460-16	Federal Funds	$ 5,041,560	$ 66,000	$ 5,107,560
009-401961-12	Other Funds	$ 36,190	$ -	$ 36,190
	General Funds	$ 4,304,239		$ 4,304,239
	Total Revenue:	$ 9,381,989	$ 66,000	$ 9,447,989
Expense				
010-500100	Regular Officers and Employees	$ 4,809,764		$ 4,809,764
012-500128	Personal Services Unclassified	$ 275,302		$ 275,302
018-500106	Overtime	$ 20,000		$ 20,000
020-500200	Current Expenses	$ 30,000		$ 30,000
030-500301	Equipment	$ 1,600		$ 1,600
038-500175	Technology - Software	$ 31,000	$ 65,934	$ 96,934
039-500180	Telecommunications	$ 6,000		$ 6,000
041-500801	Audit Set Aside	$ 5,978	$ 66	$ 6,044
049-500049	Transfer from other State Agencies	$ 1,000		$ 1,000
050-500109	Personal Serv Temp App	$ 424,688		$ 424,688
060-500601	Benefits	$ 3,036,294		$ 3,036,294
066-500544	Employee Training	$ 1,000		$ 1,000
070-500704	In State Travel	$ 5,000		$ 5,000
080-500714	Out of State Travel	$ 1,000		$ 1,000
102-500731	Program Contracts	$ 733,363		$ 733,363
	Total Expense:	$ 9,381,989	$ 66,000	$ 9,447,989

EXPLANATION

This request is **retroactive** because the Department received the award on September 28, 2026, and the previous grant expired September 30, 2026. This did not allow for sufficient time to prepare and submit a request without the request being retroactive. The Department has not spent any of these dollars and will not do so until such time this request is approved. If this request is not approved retroactively then the Department will need to spend general funds.

The Department requests to accept and expend federal grants funds from the United States Department of Agriculture, Food and Nutrition Administration to support income and employment verification services required under federal law. Specifically, these funds will support Federally mandated quality control reviews of SNAP benefits under 7 CFR 275.12(c). Further, the funds will be used to support in the investigation of suspected SNAP fraud. Approval of this request will allow DHHS to continue to efficiently perform Federally mandated quality control reviews of SNAP cases and ensure SNAP benefits are distributed to people that properly qualify for SNAP. If quality control reviews are unable to verify income within the timeframe set by USDA Food and Nutrition Administration under Federal regulation, it will have an impact on the States error rate and could result in financial penalties.

Funds will be budgeted as follows:

Class 041 - Audit Set Aside – Budgeted for financial and compliance audits pursuant to RSA 124:16.

Class 038 – Technology Software - Budget for subscription agreement relating to grant. Funding from this class will be used to contract for access to employment information for SNAP cases selected for Federal review and for cases under investigation for potential fraud.

Source of Funds: Federal: CFDA#10.561, UEI #LA2HR1U97VC6

In the event that Federal Funds become no longer available, General Funds will be used to support this program as quality control reviews are Ferally mandated under 7 CFR 275.12(c)

Respectfully Submitted,



For:

Lori A. Weaver
Commissioner

USDA Food and Nutrition Administration
U.S. DEPARTMENT OF AGRICULTURE

September 25, 2026

Mrs. Lindsay Bibeau
Special Investigations Administrator
NH DHHS
129 Pleasant Street
Concord, NH 03301

Dear Mrs. Bibeau,

Congratulations! We are pleased to inform you that the USDA Food and Nutrition Administration (FNA) has approved funding of your application for the FY26 Earnings Verification Support Project.

Attached please find the FNA-529 Grant/Cooperative Agreement award document that provides funding for the above-referenced project, as detailed below:

FNA Program Area:	SNAP
Total Amount of Federal Award:	$66,000.00
FNA Award Amount:	$66,000.00
Cost Share Amount:	$0.00
Award Start Date:	September 30, 2026
Award End Date:	September 30, 2028

The Total Amount of Federal Award includes both Federal and non-Federal funding, such as cost sharing, matching or a recipient's voluntary contribution. In addition, attached is a copy of the FNA Award Terms and Conditions for this award. These Terms and Conditions will remain in full force and effect throughout the award. Please note the following, as detailed in the Terms and Conditions:

- All expenditures paid for with funds provided under this award must be incurred within the period authorized above, and be in accordance with the tasks, project deliverables, and guidelines outlined in the Award Terms and Conditions.

USDA is an equal opportunity provider, employer, and lender.

- Only actual costs for work completed may be charged to the award, not the estimates detailed in your application.
- If you establish sub-awards to carry out any of the work on your project, it is important that subgrantees also abide by the Award Terms and Conditions. It is your responsibility to monitor the work and expenditures of your subgrantees.

Please have the appropriate authorizing official sign **(IN BLUE INK)** a copy of the FNA-529 and return to FNA, no later than **3 business days after the receipt of this letter.** To expedite the funding process, you may return the signed document as a PDF attachment via email, provided the scanned document is in **color.**

Please forward your signed document via email to dawn.addison@usda.gov.

In addition, please complete an Automated Standard Application for Payment (ASAP) setup form so we may set up the Letter of Credit by which your award funds will be made available to you. This form is required regardless of whether you have an ASAP account or not. ASAP.gov is a secure, web-based electronic payment system that allows recipients to access their funding. For additional information on ASAP.gov, please visit https://www.ASAP.gov. Please return the ASAP setup form to your grant officer along with your signed FNA-529.

Lastly, to comply with the reporting requirements of your award as detailed in the Terms and Conditions, you will require both access to the FNA Food Program Reporting System (FPRS) and a USDA Verified e-Authentication account. Please visit https://www.eauth.usda.gov/eauth/ b/usda/registration to begin the required enrollment steps for e-Authentication.

Once we have received your signed FNA-529 award document, we will sign and return one copy of the fully executed award to you. Please note that your fully executed FNA-529 award, signed by both FNA and your organization, serves as the “official award document” and should be maintained in your files.

If you have any questions, please contact the Grants Officer, Dawn Addison, via e-mail at dawn.addison@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

Once again, congratulations on your award. We look forward to working with you and your staff on your FNA project.

Sincerely,

EDWARD PAULEY
Digitally signed by EDWARD PAULEY
Date: 2026.09.24 21:10:15 -04'00'

Edward Pauley
Acting Chief Financial Officer, Food and Nutrition Administration

RONALD WARD
Digitally signed by RONALD WARD
Date: 2026.09.24 09:45:18 -04'00'

Ronald Ward
Director, Program Accountability and Administration Division

Attachments

cc: Christine Daffan
Meredith Telus

USDA is an equal opportunity provider, employer, and lender.