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State of New Hampshire

DEPARTMENT OF SAFETY
 JAMES H. HAYES BLDG. 33 HAZEN DR.
 CONCORD, N.H. 03305
 (603) 271-2791

RICHARD C. BAILEY, JR.
 ASSISTANT COMMISSIONER

ROBERT L. QUINN
 COMMISSIONER

EDDIE EDWARDS
 ASSISTANT COMMISSIONER

December 2, 2022

His Excellency, Governor Christopher T. Sununu
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Safety, Division of State Police, to accept and expend DNA Capacity Enhancement and Backlog Reduction funds in the amount of \$99,063.00 from the US Department of Justice for the purpose of reducing DNA backlog cases within the State Police Forensic Lab effective upon Governor & Council approval through June 30, 2023. 100% Federal Funds.

Funds are available in SFY 2023 in the following account:

02-23-23-234010-31270000 Dept. of Safety - Division of State Police - Backlog Reduction Program

<u>Class</u>	<u>Description</u>	<u>Current Appropriation SFY 2023</u>	<u>Requested Action</u>	<u>Revised Appropriation SFY 2023</u>
000-404755	Federal Funds	\$ (827,784.00)	\$ (99,063.00)	\$ (926,847.00)
018-500106	Overtime	\$ 80,286.00	\$ -	\$ 80,286.00
020-500220	Current Expense	\$ 145,041.00	\$ -	\$ 145,041.00
024-500225	Maint.-Other Than Build.-Grnd	\$ 133.00	\$ -	\$ 133.00
030-500311	Equipment	\$ 174,500.00	\$ -	\$ 174,500.00
037-500173	Technology - Hardware	\$ 12,347.00	\$ -	\$ 12,347.00
038-500177	Technology - Software	\$ 29,214.00	\$ 63,199.00	\$ 92,413.00
041-500801	Audit Funds Set Aside	\$ 630.00	\$ -	\$ 630.00
060-500602	Benefits	\$ 22,965.00	\$ -	\$ 22,965.00
066-500554	Employee Training	\$ 5,650.00	\$ -	\$ 5,650.00
080-500713	Out-Of-State Travel	\$ 14,003.00	\$ -	\$ 14,003.00
103-502664	Contracts For Operational Services	\$ 343,015.00	\$ 35,864.00	\$ 378,879.00
		<u>\$ 827,784.00</u>	<u>\$ 99,063.00</u>	<u>\$ 926,847.00</u>

EXPLANATION

The New Hampshire State Police Forensic Laboratory is the sole provider of forensic services within the State. This grant provides funding for DNA backlog reduction and capacity enhancement, and to assist labs with maintaining compliance with the FBI Quality Assurance Standards for DNA Laboratories. Cases requiring DNA analysis are taking more than 10 months to analyze. The enhancements funded by this grant in conjunction with other process improvements already underway, are expected to reduce DNA analysis time to 60 days.

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This grant provides funding for DNA laboratory consumables, analyst overtime, and required annual continuing education for analysts. This grant will allow the purchase of additional instrumentation and validation services for increased throughput and to renew licenses for DNA analysis software.

The Department included this grant in the SFY 2022 and SFY 2023 budget, however, the amount of the Federal grant received was higher than expected requiring the above requested action.

Additional funds are to be budgeted as follows:

Funds in Class 038, Technology-Software, are needed for software licenses required by Lab personnel.

Funds in Class 103, Contracts for Operational Services, are needed for a contract for DNA samples that are not performed in the State Police Lab.

In the event that federal pass-through funds become no longer available, General Funds and/or Highway Funds will not be requested to support this program.

Respectfully submitted,



Robert L. Quinn
Commissioner of Safety

**Fiscal Situation
Backlog Reduction Program
02-23-23-234010-31270000**

FFY 2019 DNA Backlog Reduction Grant - 1/1/2020-6/30/2022	\$ 401,487.00
FFY 2020 DNA Backlog Reduction Grant - 10/1/2020-03/31/2023	\$ 392,216.00
FFY 2021 DNA Backlog Reduction Grant - 10/1/2021-9/30/2023	\$ 412,972.00
FFY 2022 DNA Backlog Reduction Grant - 3/15/2022-3/31/2024	\$ 432,991.00
Total Federal Grants Authorized	<u>\$ 1,639,666.00</u>
Prior Fiscal Year(s) Actual Expenditures:	
FFY 2019 Federal Grant spending State Fiscal Year 2020	(\$9,818.66)
FFY 2019 Federal Grant spending State Fiscal Year 2021	(\$92,032.69)
FFY 2019 Federal Grant spending State Fiscal Year 2022	(\$283,933.92)
FFY 2020 Federal Grant spending State Fiscal Year 2021	(\$10,113.22)
FFY 2020 Federal Grant spending State Fiscal Year 2022	(\$185,789.79)
Total Prior Fiscal Year(s) Actual Expenditures:	<u>(\$581,688.28)</u>
FY23 Budgeted Appropriations Including encumbrances and carry forward amounts	(\$827,784.00)
Additional Federal Available	<u>\$ 230,193.72</u>
This Request	<u><u>\$ 99,063.00</u></u>

Solicitation Title:	FY 19 DNA Capacity Enhancement and Backlog	Solicitation Category:	
Project Title:	2019 DNA Capacity Enhancement and Backlog Reduction CEBR	Federal Award Amount	\$401,487.00
Project Period:	1/1/20 - 6/30/22	Program Office:	BJA
Managing Office:	OJP	UEI:	V9GSW38ZEVC5
DOJ Grant Manager:	Monte Evans	TIN:	026000618
Grant Award Administrator:	Patricia Urban-Morin		
FAW Case ID	FAW-19478		

Active Funded Award

(2020-DN-BX-0013) **PENDING-ACTIVE**

Entity Legal Name (SAFETY, NEW HAMPSHIRE DEPARTMENT OF) Doing Business As: (EMERGENCY MEDICAL SERVICES)

Solicitation Title:	BJA FY 20 DNA Capacity Enhancement and Backlog	Solicitation Category:	
Project Title:	Statewide DNA Backlog Reduction Program	Federal Award Amount	\$392,216.00
Project Period:	10/1/20 - 3/31/23	Program Office:	BJA
Managing Office:	OJP	UEI:	V9GSW38ZEVC5
DOJ Grant Manager:	Sheila Anderson	TIN:	026000618
Grant Award Administrator:	Walter O'Donnell		
FAW Case ID	FAW-58059		

Active Funded Award

(15PBJA-21-GG-03149-DNAX) **PENDING-ACTIVE**

Entity Legal Name (SAFETY, NEW HAMPSHIRE DEPARTMENT OF) Doing Business As: ()

Solicitation Title:	BJA FY 21 DNA Capacity Enhancement for Backlog	Solicitation Category:	N/A
Project Title:	DNA Backlog reduction grant - statewide impact	Federal Award Amount	\$412,972.00
Project Period:	10/1/21 - 9/30/23	Program Office:	BJA
Managing Office:	OJP	UEI:	V9GSW38ZEVC5
DOJ Grant Manager:	Sheila Anderson	TIN:	026000618
Grant Award Administrator:	Walter O'Donnell		
FAW Case ID	FAW-167500		

Active Funded Award

(15PBJA-22-GG-01685-DNAX) **PENDING ACTIVE**

Entity Legal Name (SAFETY, NEW HAMPSHIRE DEPARTMENT OF) Doing Business As: ()

Solicitation Title:	FY 22 DNA Capacity Enhancement for Backlog R	Solicitation Category:	N/A
Project Title:	DNA Backlog Reduction Grant- Statewide Impact Federal Award Amount \$432,991.00		
Project Period:	10/1/22 - 9/30/24	Program Office:	BJA
Managing Office:	OJP	UEI:	V9GSW38ZEVC5
DOJ Grant Manager:	Monte Evans	TIN:	026000618
Grant Award Administrator:	Kegan O'Donnell		
FAW Case ID	FAW-170326		



U.S. Department of Justice
Office of Justice Programs
National Institute of Justice

Grant

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1. RECIPIENT NAME AND ADDRESS (Including Zip Code) New Hampshire Department of Safety 33 Hazen Drive Concord, NH 03305		4. AWARD NUMBER: 2019-DN-BX-0131	
		5. PROJECT PERIOD: FROM 01/01/2020 TO 12/31/2021 BUDGET PERIOD: FROM 01/01/2020 TO 12/31/2021	
2a. GRANTEE IRS/VENDOR NO. 02600618		6. AWARD DATE 09/13/2019	7. ACTION Initial
2b. GRANTEE DUNS NO. 060140564		8. SUPPLEMENT NUMBER 00	
3. PROJECT TITLE 2019 DNA Capacity Enhancement and Backlog Reduction CEBR		9. PREVIOUS AWARD AMOUNT \$ 0	
		10. AMOUNT OF THIS AWARD \$ 401,487	
		11. TOTAL AWARD \$ 401,487	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY19(NIJ - S&LLEA DNA/Other Forensics) Pub. L. No. 116-6, 133 Stat. 13, 113; Pub. L. No. 114-324, section 3(a); 28 USC 530C			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.741 - DNA Backlog Reduction Program			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Katharine T. Sullivan Principal Deputy Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Richard M. Flynn Commissioner Robert L. Quinn, Commissioner	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	
		19A. DATE 10/3/19	
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B DN 60 00 00 401487		21. UDNSOT0051	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

Grant

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1. RECIPIENT NAME AND ADDRESS (Including Zip Code) New Hampshire Department of Safety 33 Hazen Drive Concord, NH 03305-0011		4. AWARD NUMBER: 2020-DN-BX-0013	
		5. PROJECT PERIOD: FROM 10/01/2020 TO 09/30/2022 BUDGET PERIOD: FROM 10/01/2020 TO 09/30/2022	
2a. GRANTEE IRS/VENDOR NO. 026000618		6. AWARD DATE	7. ACTION Initial
2b. GRANTEE DUNS NO. 060340564		8. SUPPLEMENT NUMBER 00	
3. PROJECT TITLE Statewide DNA Backlog Reduction Program		9. PREVIOUS AWARD AMOUNT \$ 0	
		10. AMOUNT OF THIS AWARD \$ 392,216	
		11. TOTAL AWARD \$ 392,216	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY20(BJA - DNA-CEBR) Pub. L. No. 116-93, 133 Stat 2317, 2408			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.741 - DNA Backlog Reduction Program			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Katharine T. Sullivan Principal Deputy Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Robert Quinn Commissioner	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL YEAR FUND CODE BUD. ACT. DIV. OFC. DIV. REG. SUB. POMS AMOUNT X B DN 80 00 00 392216		21. VDNUGT4082	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)

✓ Award Letter

December 7, 2021

Dear STEVEN LAVOIE,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by SAFETY, NEW HAMPSHIRE DEPARTMENT OF for an award under the funding opportunity entitled 2021 BJA FY 21 DNA Capacity Enhancement for Backlog Reduction (CEBR) Program. The approved award amount is ~~\$412,972~~.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

Congratulations, and we look forward to working with you.

Amy Solomon
Acting Assistant Attorney General

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the

✓ **Award Letter**

September 16, 2022

Dear Megan O'Donnell,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by SAFETY, NEW HAMPSHIRE DEPARTMENT OF for an award under the funding opportunity entitled 2022 FY 22 DNA Capacity Enhancement for Backlog Reduction (CEBR) Program (Formula). The approved award amount is \$432,991.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Maureen Henneberg
Deputy Assistant Attorney General

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance to give assurances that