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**New Hampshire**  
 Department of Agriculture,  
 Markets & Food

Shawn N. Jasper, Commissioner

54

July 18, 2023

The Honorable Ken Weyler, Chairman  
 Fiscal Committee of the General Court and

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

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, authorize the New Hampshire Department of Agriculture, Markets & Food, Division of Agricultural Development (DAMF) to **retroactively** amend FIS 22-276, approved by the Fiscal Committee of the General Court on September 9, 2022 and item #48, approved by the Governor and Executive Council on September 21, 2022, by extending the current end date from June 30, 2023 to June 30, 2024 to accept and expend a grant award from the United States Department of Agriculture (USDA) Agricultural Marketing Service (AMS) in the amount of \$20,000 for the Local Food Purchase Assistance Cooperative Agreement Program (LFPA), effective upon Fiscal Committee and Governor and Council approval. **100% Federal Funds.**

Funds will be budgeted for FY 2024 as follows:

**02-18-18-185010-11820000 – Local Food Purchase Assistance**

Class/Object	Class Title	FY 2024 Current Authorized	FY 2024 Requested Action	FY 2024 Adjusted Authorized
<b>Revenue</b>				
000-403726-16	Federal Funds	\$ 564,171	\$ 20,000	\$ 584,171
	<b>Total Revenue</b>	\$ 564,171	\$ 20,000	\$ 584,171
<b>Expense</b>				
040-500800	Indirect Costs	\$ 0	\$ 18,000	\$ 18,000
041-500801	Audit Fund Set Aside	\$ 0	\$ 900	\$ 900
072-500575	Grants Federal	\$ 564,171	\$ 1,100	\$ 565,271
	<b>Total Expense</b>	\$ 564,171	\$ 20,000	\$ 584,171

**EXPLANATION**

This request is **retroactive** because the beginning date of July 1, 2023 associated with this request is in a new biennium. It is the policy of the Fiscal Committee of the General Court to act only on items within the current biennium and this is the first Fiscal Committee meeting in the new biennium.

New Hampshire Department of Agriculture, Markets & Food, Division of Agricultural Development was awarded federal funds in the amount of \$900,000 last fall to subaward procurement activities for the New Hampshire Food Bank, which will be used towards the NH Feeding NH program for the distribution of funds to its network of more than 400 partner agencies. Funding will be used to expand current efforts to purchase vegetables, fruit, and other produce, dairy and meat from local farmers and distribute it to NH Food Bank partner agencies wishing to participate, including homeless shelters, soup kitchens, food pantries, schools and after-school programs, senior centers and more.

Funds are to be budgeted in the following classes:

Class 040 - Indirect Costs - Funds to pay for indirect cost recovery.

Class 041- Audit Funds Set-Aside - Payment of audit fees associated with federal funding to comply with RSA 124:16.

Class 072 – Grants Federal – To assist with the purchase of local food for the New Hampshire Food Bank

In the event that federal funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Shawn N. Jasper". The signature is fluid and cursive, with a large loop at the end of the last name.

Shawn N. Jasper  
Commissioner

Department of Agriculture

GRANTS FISCAL SITUATION FISCAL YEAR 2024

02-018-018-185010-11820000 Local Food Purchase Assistance

Total Federal Authorization	\$ 900,000
Less Expenditures thru 6/30/2023	<u>\$ 315,829</u>
Remaining Authorization to Budget	\$ 584,171
Less Current FY24 Budget Authorization	<u>\$ 564,171</u>
Total Available for Budgeting	\$ 20,000
Available to Budget at a Later Date	<u>\$ 0</u>
<b>REQUESTED ACTION</b>	\$ 20,000

<u>Grant Award Number</u>	<u>Award Amount</u>	<u>Expenses to 6/30/23</u>	<u>Balance</u>
AM22LFPA0000C011	\$900,000.00	\$315,829	\$564,171

38

**New Hampshire**  
 Department of Agriculture,  
 Markets & Food

G&C

48

Shawn N. Jasper, Commissioner

Fiscal  
 Date: 9-9-22 Date: 9-21-2022

Item No: FIS-20-276 Item No: 48

July 27, 2022

The Honorable Karen Umberger, Chairman  
 Fiscal Committee of the General Court and

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

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, the New Hampshire Department of Agriculture, Markets & Food, Division of Agricultural Development (DAMF) requests authorization to accept and expend a grant award from the United States Department of Agriculture (USDA) Agricultural Marketing Service (AMS) in the amount of \$900,000 for the Local Food Purchase Assistance Cooperative Agreement Program (LFPA). Effective upon Fiscal Committee and Governor and Council approval through June 30, 2023. **100% Federal Funds.**

Funds will be budgeted for FY 23 as follows:

**02-18-18-185010-NEWXXXX – Local Food Purchase Assistance**

Class/Object	Class Title	Current Authorized	Requested Action	Adjusted Authorized
<b>Revenue</b>				
000-403726-16	Federal Funds	\$ 0	\$ 900,000	\$ 900,000
	<b>Total Revenue</b>	\$ 0	\$ 900,000	\$ 900,000
<b>Expense</b>				
040-500800	Indirect Costs	\$ 0	\$ 18,000	\$ 18,000
041-500801	Audit Fund Set Aside	\$ 0	\$ 900	\$ 900
072-500575	Grants Federal	\$ 0	\$ 881,100	\$ 881,100
	<b>Total Expense</b>	\$ 0	\$ 900,000	\$ 900,000

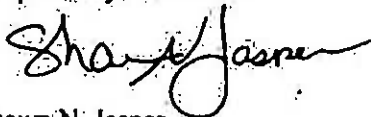
**EXPLANATION**

New Hampshire Department of Agriculture, Markets & Food, Division of Agricultural Development has been awarded federal funds in the amount of \$900,000 to subaward procurement activities for the New Hampshire Food Bank, which will be used towards the NH Feeding NH program for the distribution of funds to its network of more than 400 partner agencies. Funding will be used to expand current efforts to purchase vegetables, fruit, and other produce, dairy and meat from local farmers and distribute it to NH Food Bank partner agencies wishing to participate, including homeless shelters, soup kitchens, food

pantries, schools and after-school programs, senior centers and more.

In the event that federal funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Shawn N. Jasper". The signature is fluid and cursive, with the first name "Shawn" and last name "Jasper" clearly distinguishable.

Shawn N. Jasper  
Commissioner



## NOTICE OF AWARD

United States  
Department of  
Agriculture

June 02, 2022

Agricultural  
Marketing  
Services

ATTN: Maria VanderWoude, Information Representative  
CONCORD, NH

Local Food  
Purchase  
Assistance

SUBJECT: Agricultural Marketing Service (AMS) Notice of Award (NOA) for  
Agreement No. AM22LFPA0000C011

1400  
Independence  
Ave. SW  
Room 4543-S  
Stop 0264  
Washington, DC  
20250-0264

CFDA#: 10.182

Project Director: Maria VanderWoude

Project Title: Local Food Purchase Assistance Cooperati

Period of Performance: June 1, 2022-May 31, 2024

AMS Award Amount: \$900,000.00

Matching Funds Amount: \$0.00

Dear Maria VanderWoude:

The Agricultural Marketing Service (AMS) hereby awards a grant to STATE OF NEW HAMPSHIRE - DEPARTMENT OF A BUREAU OF MARKETS in support of the above referenced program. This Award is pursuant to (CFDA# 10.182, Local Food Purchase Assistance) and is subject to:

1. Your organization's application package, including the SF-424, SF-424B, Application/Project Narrative, Budget Summary/Narrative, other supporting letters and documents, as applicable, match verification, as applicable, AD-3030, Representations Regarding Felony Conviction and Tax Delinquent Status for Corporate Applicants, as applicable, and AD-3031, Assurance Regarding Felony Conviction or Tax Delinquent Status for Corporate Applicants, as applicable.
2. Agricultural Marketing Service Grants Division General Award Terms and Conditions (<https://www.ams.usda.gov/sites/default/files/media/FY2019GDTermsandConditions.pdf>)

Acceptance of this award requires an authorized STATE OF NEW HAMPSHIRE - DEPARTMENT OF A BUREAU OF MARKETS representative to sign and date the Grant Award and submit to Elizabeth LOBER at [elizabeth.lober@usda.gov](mailto:elizabeth.lober@usda.gov).

If you have any questions about this NOA, please contact the Federal Agency Project Manager listed in Box 13 of the attached Grant Agreement.

Sincerely,

Erin Morris.

USDA, Agricultural Marketing Service.

**Grant Agreement Face Sheet**

<b>1. Accounting Code:</b> 9000022432		<b>2. Vendor I.D. (EIN):</b>		<b>3. UEI Number / DUNS Number:</b> VIKTLTHPAXD6 / 176836583	
<b>4. Agreement Number:</b> AM22LFPA0000C011		<b>5. Type of Instrument:</b> Grant Agreement		<b>6. CFDA Number:</b> 10.182	
<b>7. Title of Agreement:</b> Local Food Purchase Assistance Cooperative					
<b>8. Objective:</b> To maintain and improve food and agricultural supply chain resiliency.					
<b>9. Statement of Work:</b> This agreement shall be carried out by the organizational units or officials of the Federal Agency and the Recipient in the manner and subject to the conditions provided in the Agricultural Marketing Service Grants Division General Award Terms and Conditions attached hereto and made a part of this agreement.					
<b>10. Legal Authority:</b>  The Local Food Purchase Assistance Cooperative Agreement Program (LFPA) is authorized by Section 1001(b)(4) of the American Rescue Plan Act (P.L. 117-2).					
<b>11. Federal Agency (Name and Address):</b> Local Food Purchase Assistance			<b>12. Recipient:</b> STATE OF NEW HAMPSHIRE DEPARTMENT OF A BUREAU OF MARKETS 25 CAPITOL ST. FL 2 CONCORD, NH 03301-6312		
<b>13. Federal Agency Project Manager:</b> SARAH FONG, Nutritionist Telephone: Email: sarah.fong@usda.gov			<b>14. Recipient Project Coordinator:</b> Maria VanderWoude, Information Representative Telephone: (603) 271-3788 Email: maria.j.vanderwoude@agr.nh.gov		
<b>15. Period of Performance:</b> June 01, 2022 through May 31, 2024			<b>16. Federal Agency Funding Amount:</b> \$900,000.00		<b>Non-Federal Matching Amount:</b> \$0.00
<b>PROVISIONS</b>					
This Agreement incorporates the following:  1. Approved application and budget including any mutually agreed upon budget revisions and other changes and amendments thereto. 2. Agricultural Marketing Service Grants Division General Award Terms and Conditions (August 2019) available at <a href="https://www.ams.usda.gov/sites/default/files/media/FY2019GDTermsandConditions.pdf">https://www.ams.usda.gov/sites/default/files/media/FY2019GDTermsandConditions.pdf</a> . 3. 2 CFR Part 200; 2 CFR Part 400					
<b>17. Federal Agency Representative Approval:</b> Erin Morris Deputy Administrator Agricultural Marketing Service			<b>18. Recipient Representative Approval:</b> Name: Shawn Jasper  Title: Commissioner of Agriculture, Markets & Food		
<b>19. Federal Agency Representative Approval Signature:</b>		<b>Date:</b>		<b>20. Recipient Representative Approval Signature:</b>	
Erin Morris		05/31/2022		Shawn Jasper	
				06/02/2022	



**Paperwork Burden Statement**

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is . Public reporting burden for this collection of information is estimated to average 2 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project, Washington, DC 20503.

*In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.*

*Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.*

*To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:*

- 1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;*
- 2) fax: (202) 690-7442; or 3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). USDA is an equal opportunity provider, employer, and lender.*

**Budget Details Table**

	<b>Funds Requested</b>	<b>Matching Funds</b>	<b>Gross Total By Line</b>
<b>Personnel</b>	0.00	0.00	0.00
<b>Travel</b>	0.00	0.00	0.00
<b>Supplies</b>	0.00	0.00	0.00
<b>Fringe Benefits</b>	0.00	0.00	0.00
<b>Equipment</b>	0.00	0.00	0.00
<b>Contractual</b>	0.00	0.00	0.00
<b>Other</b>	900,000.00	0.00	900,000.00
<b>Total Direct Cost</b>	900,000.00	0.00	900,000.00
<b>Cooperator Indirect Cost</b>	0.00	0.00	0.00
<b>Gross Total</b>	900,000.00	0.00	900,000.00