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

Shawn N. Jasper, Commissioner

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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**

1. Pursuant to RSA 124:15 and contingent upon approval of Requested Action #2, authorize the Department of Agriculture, Markets & Food, Division of Pesticide Control (NHDAMF) to **retroactively** amend Fiscal FIS 23-045, originally approved by the Fiscal Committee on February 17, 2023 and by the Governor and Council on February 22, 2023 Item #39, by extending the end date from June 30, 2023 to December 31, 2023 to establish a temporary part-time agricultural intern (Labor Grade 12, Step 4) position # TMPPT6201 for the purpose of supporting the Pesticide Certification Program effective upon Fiscal Committee and Governor and Council approval. **100% Federal Funds**
2. Authorize the Department of Agriculture, Markets & Food, Division of Pesticide Control (NHDAMF) **retroactively** amend an accept and expend originally approved by the Governor and Council on February 22, 2023 Item #39, by extending the end date from June 30, 2023 to December 31, 2023 for a grant award from U.S. Environmental Protection Agency, in the amount of \$38,973 for a pesticide multi-purpose grant for support of the pesticide certification program, effective upon Governor and Council approval. **100% Federal Funds.**

Funds will be budgeted in FY 2024 as follows:

**02-018-018-183010-25680000, Pesticide Certification Program**

CLASS-ACCOUNT	DESCRIPTION	FY 2024	FY 2024	FY 2024
		CURRENT MODIFIED BUDGET	BUDGET REQUEST	REVISED BUDGET
000-400338-16	Federal Funds	\$ 12,181	\$38,973	\$51,154
<b>Total Funding</b>		<b>\$ 12,181</b>	<b>\$38,973</b>	<b>\$51,154</b>
020 - 500200	Current Expense	\$ -	\$1,100	\$1,100
037 - 500174	Technology-Hardware	\$ 7,386	\$836	\$8,222
038 - 500177	Technology-Software	\$ 3,635	\$1,914	\$5,549
040 - 501587	Indirect Cost	\$ -	\$5,476	\$5,476
041 - 500801	Audit Fund Set Aside	\$ -	\$53	\$53
050 - 500109	Personal Service Temp Appoint	\$ -	\$14,800	\$14,800
060 - 500611	Benefits	\$ -	\$4,979	\$4,979
066 - 500543	Employee Training	\$ 1,160	\$1,690	\$2,820
070 - 500704	In State Travel	\$ -	\$8,125	\$8,125
<b>Total Expense</b>		<b>\$ 12,181</b>	<b>\$38,973</b>	<b>\$51,154</b>

## EXPLANATION

This request to amend a previously approved accept and expend is retroactive because 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 meeting in the new biennium and the grant funds awarded are valid through December 31, 2023.

The New Hampshire Department of Agriculture, Markets & Food (DAMF), in fulfilling its responsibilities under the Pesticides Controls statute (RSA 430:50) to review pesticide activity with consideration of the protection of human health and the environment and to receive and allocate federal funds for carrying out such functions. Through this federal grant DAMF will up-grade its pesticide examination hardware and software; and conduct outreach relative to the proper use of pesticides by certified pesticide applicators.

Funds are to be budgeted as follows:

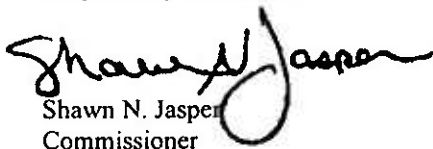
- Class 020 – Current Expenses - \$1,100. Funds to be used for scanner paper, ink cartridge, and outreach material including posters, handbook, flip chart, pens, notepaper, clip board, tape, tacks, paper towels, masks, gloves, cleaner, file folders, file box and related shipping and handling.
- Class 037 – Technology Hardware – \$836. Funds to be used to upgrade desktop hardware (computer and scanner).
- Class 038 – Technology Software - \$1,914. Funds to be used to upgrade examination software.
- Class 040 – Indirect Costs – \$5,476. Funds used to recover central services cost.
- Class 041 – Audit Fund Set-Aside - \$53. 0.1% of federal funds payable to DAS for audit fees per RSA124:16.
- Class 050 – Personal Service Temp Appoint – \$14,800. Funds to establish a temporary part-time paid internship.
- Class 060 – Benefits – \$4,979. Funds used for benefits to cover the internship.
- Class 066 – Employee Training - \$1,690. Funds used for software upgrade training and installation.
- Class 070 – In State Travel - \$8,125. Funds used for internship in-state travel.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

- 1) List of personnel involved: One part-time Agricultural Intern Position # TMPPT6201, Labor Grade 12
- 2) Nature, Need, and Duration: The position is associated with the grant proposal to provide outreach that is particularly helpful with providing information about regulatory changes. The duration of this position is not to exceed the grant period.
- 3) Relationship to existing agency programs: Direct relationship with existing pesticide regulatory program.
- 4) Has a similar program been requested of the legislature and denied? No.
- 5) Why wasn't funding included in the agency's budget request? This proposal is in response to a recent restructuring of an existing grant.
- 6) Can portions of the grant funds be utilized? Not without approval.
- 7) Estimate the funds required to continue this position(s): Not applicable. This position will not be continued once grant funding is exhausted.

In the event that Federal Funds are no longer available, General Funds will not be requested to support this program.

Respectfully submitted,

  
Shawn N. Jasper  
Commissioner

Department of Agriculture

GRANTS FISCAL SITUATION FISCAL YEAR 2024

02-018-018-183010-25680000 Pesticide Certification Program

Total Federal Authorization	\$ 53,128
Less Expenditures thru 6/30/2023	\$ <u>1,974</u>
Remaining Authorization to Budget	\$ 51,154
Less Current FY24 Budget Authorization	\$ <u>12,181</u>
Total Available for Budgeting	\$ 38,973
Available to Budget at a Later Date	\$ <u>0</u>
<b>REQUESTED ACTION</b>	\$ 38,973

<u>Grant Award Number</u>	<u>Award Amount</u>	<u>Expenses to 6/30/23</u>	<u>Balance</u>
00A00338	\$53,128	\$1,974	\$51,154

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

**FIS 23 045**

Shawn N. Jasper, Commissioner

January 10, 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**

1. Pursuant to RSA 124:15 and contingent upon approval of Requested Action #2, authorize the Department of Agriculture, Markets & Food, Division of Pesticide Control (NHDAMF) to establish a temporary part-time Agricultural Intern (LG 12) position for the purpose of supporting the Pesticide Certification Program, effective upon Fiscal Committee and Governor and Council approval through June 30, 2023. 100% Federal Funds
2. Authorize the Department of Agriculture, Markets & Food, Division of Pesticide Control (NHDAMF) to accept and expend a grant award from U.S. Environmental Protection Agency, in the amount of \$53,128 for a pesticide multi-purpose grant for support of the pesticide certification program, effective upon Governor and Council approval through June 30, 2023. 100% Federal Funds.

Funds will be budgeted in FY 2023 as follows:

**02-018-018-183010-NEWXXXX, Pesticide Certification Program**

CLASS ACCOUNT	DESCRIPTION	FY 2023 CURRENT MODIFIED BUDGET	FY 2023 BUDGET REQUEST	FY 2023 REVISED BUDGET
000-400338-16	Federal Funds	\$ -	\$ 53,128	\$ 53,128
<b>Total Funding</b>		\$ -	\$ 53,128	\$ 53,128
020 - 500200	Current Expense	\$ -	\$ 1,100	\$ 1,100
037 - 500174	Technology-Hardware	\$ -	\$ 10,196	\$ 10,196
038 - 500177	Technology-Software	\$ -	\$ 5,549	\$ 5,549
040 - 501587	Indirect Cost	\$ -	\$ 5,476	\$ 5,476
041 - 500801	Audit Fund Set Aside	\$ -	\$ 53	\$ 53
050 - 500109	Personal Service Temp Appoint	\$ -	\$ 14,800	\$ 14,800
060 - 500611	Benefits	\$ -	\$ 4,979	\$ 4,979
066 - 500543	Employee Training	\$ -	\$ 2,850	\$ 2,850
070 - 500704	In State Travel	\$ -	\$ 8,125	\$ 8,125
<b>Total Expense</b>		\$ -	\$ 53,128	\$ 53,128

## EXPLANATION

The New Hampshire Department of Agriculture, Markets & Food (DAMF), in fulfilling its responsibilities under the Pesticides Controls statute (RSA 430:50) to review pesticide activity with consideration of the protection of human health and the environment and to receive and allocate federal funds for carrying out such functions. Through this federal grant DAMF will up-grade its pesticide examination hardware and software; and conduct outreach relative to the proper use of pesticides by certified pesticide applicators.

Funds are to be budgeted as follows:

Class 020 - Current Expenses - \$1,100. Funds to be used for scanner paper, ink cartridge, and outreach material including posters, handbook, flip chart, pens, notepaper, clip board, tape, tacks, paper towels, masks, gloves, cleaner, file folders, file box and related shipping and handling.

Class 037 - Technology Hardware - \$10,196. Funds to be used to upgrade desktop hardware (computer and scanner).

Class 038 - Technology Software - \$5,549. Funds to be used to upgrade examination software.

Class 040 - Indirect Costs - \$5,476. Funds used to recover central services cost.

Class 041 - Audit Fund Set-Aside - \$53. 0.1% of federal funds payable to DAS for audit fees per RSA 124:16.

Class 050 - Personal Service Temp. Appoint - \$14,800. Funds to establish a temporary part-time paid internship.

Class 060 - Benefits - \$4,979. Funds used for benefits to cover the internship.

Class 066 - Employee Training - \$2,850. Funds used for software upgrade training and installation.

Class 070 - In State Travel - \$8,125. Funds used for internship in-state travel.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

1) List of personnel involved: One part-time Agricultural Intern Position # TMPPTxxxx, Labor Grade 12

2) Nature, Need, and Duration: The position is associated with the grant proposal to provide outreach that is particularly helpful with providing information about regulatory changes. The duration is estimated at twenty-six weeks.

3) Relationship to existing agency programs: Direct relationship with existing pesticide regulatory program.

4) Has a similar program been requested of the legislature and denied? No.

5) Why wasn't funding included in the agency's budget request? This proposal is in response to a recent restructuring of an existing grant.

6) Can portions of the grant funds be utilized? Not without approval.


7) Estimate the funds required to continue this position(s): Not applicable. This position will not be continued once grant funding is exhausted.

In the event that Federal Funds are no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Shawn N. Jasper  
Commissioner

	<b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b> <b>Assistance Amendment</b>	<b>GRANT NUMBER (FAB):</b> 00A00336 <b>MODIFICATION NUMBER:</b> 9 <b>PROGRAM CODE:</b> AA	<b>DATE OF AWARD</b> 04/23/2020
		<b>TYPE OF ACTION:</b> No Cost Amendment	<b>MAILING DATE:</b> 04/23/2020
		<b>PAYMENT METHOD:</b> ASAP	<b>ACH#:</b> 10219
		<b>Band Payment Request to:</b> U.S. EPA RTP-Finance Center	
<b>RECIPIENT TYPE:</b> State		<b>PAYEE:</b>	
<b>RECIPIENT:</b> New Hampshire D.O.A.M. & F. 25 Capitol Street Concord, NH 03302-2042 EIN: 02-6000618		New Hampshire D.O.A.M. & F. 25 Capitol Street Concord, NH 03302-2042	
<b>PROJECT MANAGER:</b> David Rousseau 25 Capitol Street Concord, NH 03302-2042 Email: David.Rousseau@agr.nh.gov Phone: 6032713840		<b>EPA PROJECT OFFICER:</b> Andrea Szyvian 5 Post Office Square, Suite 100, 05-4 Boston, MA 02109-3912 Email: Szyvian.Andrea@epa.gov Phone: 6179181188	<b>EPA GRANT SPECIALIST:</b> Trevor Tavano Grants Management Branch, 05-6 Email: Tavano.Trevor@epa.gov Phone: 6179181235
<b>PROJECT TITLE AND EXPLANATION OF CHANGES:</b> New Hampshire Pesticide Outreach Program  Amendment #3 approves a Time Extension through 12/31/2023 for New Hampshire Department of Agriculture, Markets & Food. All Terms and Conditions remain unchanged, and in full force and effect.			
<b>BUDGET PERIOD:</b> 01/01/2020 - 12/31/2023	<b>PROJECT PERIOD:</b> 01/01/2020 - 12/31/2023	<b>TOTAL BUDGET PERIOD COST:</b> \$53,128.00	<b>TOTAL PROJECT PERIOD COST:</b> \$53,128.00
<b>NOTICE OF AWARD</b>			
Based on your Application dated 10/22/2019 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$0.00. EPA agrees to cost-share 100% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$53,128.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.			
<b>ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)</b>		<b>AWARD APPROVAL OFFICE</b>	
<b>ORGANIZATION / ADDRESS</b> U.S. EPA, Region 1, EPA New England 5 Post Office Square, Suite 100 Boston, MA 02109-3912		<b>ORGANIZATION / ADDRESS</b> U.S. EPA, Region 1, EPA New England R1 - Region 1 5 Post Office Square, Suite 100 Boston, MA 02109-3912	
<b>THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY</b>			
Digital signature applied by EPA Award Official Trevor Tavano - Grants Management Specialist			<b>DATE:</b> 04/23/2020