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July 20, 2023

The Honorable Ken Weyler, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

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

**REQUESTED ACTION**

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Business and Economic Affairs, Division of Economic Development, Office of International Commerce (OIC) to **retroactively** amend Fiscal item #FIS 21-328, originally approved by the Fiscal Committee on November 19, 2021, and by the Governor and Council on November 22, 2021, Item #62, by extending the end date from June 30, 2023, to June 30, 2025 for grant funds from the U.S. Department of Commerce, International Trade Administration's Market Development Cooperator Program (MDCP) grant program (Award# IT21INA1120005), effective upon Fiscal Committee and Governor and Executive Council approval. **100% Federal Funds.**
2. Contingent upon the approval of Requested Action #1, authorize the Department of Business and Economic Affairs, Division of Economic Development, Office of International Commerce (OIC) to accept and expend grant funds from the U.S. Department of Commerce, International Trade Administration's Market Development Cooperator Program (MDCP) grant program (Award# IT21INA1120005) in the amount of \$65,852, effective upon Governor and Executive Council approval through June 30, 2025. **100% Federal Funds.**

Funding to be budgeted as follows:

MARKET DEVELOPMENT COOP PROG 03-22-22-220510-32630000		FY 24 Adjusted Authorized Budget	Requested Action	FY 24 Revised Adjusted Authorized
Revenue				
000-403944-16	FEDERAL FUNDS	(\$48,672)	(\$65,852)	(\$114,524)
	<b>Total Revenue</b>	<b>(\$48,672)</b>	<b>(\$65,852)</b>	<b>(\$114,524)</b>
Expense				
041-500801	AUDIT FUND SET- ASIDE	\$59	\$66	\$125
102-500731	CONTRACTS FOR PROGRAM SERVICES	\$48,613	\$65,786	\$114,399
	<b>Total Expense</b>	<b>\$48,672</b>	<b>\$65,852</b>	<b>\$114,524</b>

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### EXPLANATION

This request is **retroactive** as the beginning date of July 1, 2023, associated with this request is in the 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.

Approval of this request will allow OIC to continue to use funds awarded through the U.S. Department of Commerce, International Trade Administration's Market Development Cooperator Program (MDCP) to support efforts by New Hampshire businesses to expand their ability to sell online to customers around the world.

Authorized by Congress in 1988, MDCP is a cooperative effort that includes awards to assist in new foreign market development projects. The aim of MDCP projects is to promote the expansion of exports of nonagricultural goods and services produced in the United States. MDCP projects include a financial assistance component as well as access to the domestic and international network of International Trade Administration staff to leverage opportunities internationally.

The MDCP funding has helped establish a New Hampshire eGlobal Institute, building on the efforts that OIC started with its Go eGlobal program. This Institute provides access to New Hampshire companies to business counselling from OIC and public and private sector partners throughout the state about the importance of having a digital strategy. The Institute also provides educational and other resources for companies to implement digital strategies to sell to consumers around the world.

The total grant amount awarded to OIC was \$181,034, through September 30, 2026.

Funds are budgeted as follows:

Class 041 – Audit Fund Set-Aside – to comply with RSA 124:16 which requires all agencies which receive federal funds set aside a percentage (0.1%) of federal revenue amount received to pay for financial and compliance audits.

Class 102 – Contracts for Program Services – contract to pay for the establishing and marketing the program, hosting educational assets for New Hampshire companies to access and incorporate digital capacity and digital strategy in making international sales.

Indirect costs are **not** included in this proposal; this grant only allows for direct costs.

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

Respectfully Submitted,



Taylor Caswell  
Commissioner

**Department of Business and Economic Affairs  
GRANTS FISCAL SITUATION FISCAL YEAR 2024  
03-22-22-221510-32630000 MARKET DEVELOPMENT COOP PROG**

Total Federal Authorization	\$ 181,034
Less Expenditures thru 6/30/2023	<u>\$ 66,510</u>
Remaining Authorization to Budget	\$ 114,524
Less Current FY24 Budget Authorization	<u>\$ 48,672</u>
Total Available for Budgeting	\$ 65,852
Available to Budget at a Later Date	<u>\$ 0</u>
<b>REQUESTED ACTION</b>	<b>\$ 65,852</b>

Grant Award Number	Award Amount	Expenses to 6/30/23	Balance
IT21INA1120005	\$181,034	\$66,510	\$114,524



October 28, 2021

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, authorize the Department of Business and Economic Affairs, Division of Economic Development, Office of International Commerce (OIC) to accept and expend grant funds from the U.S. Department of Commerce, International Trade Administration's Market Development Cooperator Program (MDCP) grant program (Award# IT21INA1120005) in the amount of \$115,182.00, effective upon Governor and Executive Council approval through June 30, 2023.  
**100% Federal Funds.**

Funding to be budgeted as follows:

Market Development Cooperator Program 03-22-22-220510-XXXX0000		FY 22 Requested Budget
Revenue		
000-403944	FEDERAL FUNDS	\$(115,182)
Total Revenue		\$(115,182)
Expense		
041-550801	AUDIT FUND SET-ASIDE	\$115
102-500731	CONTRACTS FOR PROGRAM SERVICES	\$115,067
Total Expense		\$115,182

**EXPLANATION**

Authorized by Congress in 1988, the U.S. Department of Commerce, International Trade Administration's Market Development Cooperator Program (MDCP) is a cooperative effort that includes awards to assist in new foreign market development projects. The aim of MDCP projects is to promote the expansion of exports of nonagricultural goods and services produced in the United States. MDCP projects include a financial assistance component as well as access to the domestic and international network of International Trade Administration staff to leverage opportunities internationally.

This is first time that the State of New Hampshire has received an MDCP award. OIC will use the funding to establish a program designed to increase the digital capacity of New Hampshire-based companies that are looking to begin exporting or to expand their presence in foreign markets.



The Honorable Karen Umberger, Chairman  
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With the COVID-19 pandemic demonstrating the importance of having a virtual presence, being competitive in the digital marketplace has never been more important for business. Today, companies must be tech savvy, with a virtual presence built around a digital strategy that incorporates all facets of marketing, from online discovery through search engine optimization, to connecting with the right customer through localization efforts.

The MDCP funding will be used to establish a New Hampshire eGlobal Institute, building on the efforts that OIC started with its Go eGlobal program. The funding will be used for New Hampshire companies to get access to business counselling from OIC and public and private sector partners throughout the state, about the importance of having a digital strategy to do business internationally and the components important to keep in the forefront.

The total grant amount awarded to OIC is \$181,034.00, to run over a period of five years (ending on September 30, 2026). At this time, OIC is only requesting to accept and expend \$115,182.00, which is the portion of the grant award expected to be expended by the end of fiscal year 2023.

Funds are budgeted as follows:

Class 041 – Audit Fund Set-Aside – payment of audit fee set aside associated with federal funding to comply with RSA 124:16 that requires all agencies which receive federal funds to set aside a percentage (0.1%) of the federal revenue amount received to pay for financial and compliance audits. The total revenue award for a period of five years is \$181,034.00.

Class 102 – Contracts for Program Services – contract to pay for the establishing and marketing the program, hosting educational assets for New Hampshire companies to access and incorporate digital capacity and digital strategy in making international sales.

Indirect costs are **not** included in this proposal: this grant only allows for direct costs.

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

Respectfully Submitted,



Taylor Caswell  
Commissioner

FORM CD-450 (REV 10/16)		U. S. DEPARTMENT OF COMMERCE <b>FINANCIAL ASSISTANCE AWARD</b>		<input type="checkbox"/> GRANT <input checked="" type="checkbox"/> COOPERATIVE AGREEMENT	
RECIPIENT NAME BUSINESS AND ECONOMIC AFFAIRS, NEW HAMPSHIRE DEPARTMENT OF		FEDERAL AWARD ID NUMBER <b>IT21INA1120005</b>			
STREET ADDRESS 100 N MAIN ST STE 100		PERIOD OF PERFORMANCE 10/01/2021-09/30/2026			
CITY, STATE, ZIP CODE CONCORD NH 03301-5054		FEDERAL SHARE OF COST <div style="text-align: right;">\$181,034.00</div>			
AUTHORITY 15 U.S.C. 4723		RECIPIENT SHARE OF COST <div style="text-align: right;">\$362,068.00</div>			
CFDA NO. AND NAME 11.112 Market Development Cooperator Program		TOTAL ESTIMATED COST <div style="text-align: right;">\$543,102.00</div>			
PROJECT TITLE Digital Capacity Building for NH Businesses though the New Hampshire eGlobal Initiative (NHEGI)					
<p><b>This Award Document (Form CD-450) signed by the Grants Officer constitutes an obligation of Federal funding. By signing this Form CD-450, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, the Form CD-450 must be signed by an authorized representative of the Recipient and returned to the Grants Officer. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Award offer and de-obligate the funds.</b></p> <p><input checked="" type="checkbox"/> DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE STANDARD TERMS AND CONDITIONS</p> <p><input type="checkbox"/> R &amp; D AWARD</p> <p><input type="checkbox"/> FEDERAL-WIDE RESEARCH TERMS AND CONDITIONS, AS ADOPTED BY THE DEPT. OF COMMERCE</p> <p><input type="checkbox"/> BUREAU SPECIFIC ADMINISTRATIVE STANDARD AWARD CONDITIONS</p> <p><input checked="" type="checkbox"/> SPECIFIC AWARD CONDITIONS</p> <p><input checked="" type="checkbox"/> LINE ITEM BUDGET</p> <p><input checked="" type="checkbox"/> 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS, AS ADOPTED PURSUANT TO 2 CFR § 1327.101</p> <p><input type="checkbox"/> 48 CFR PART 31, CONTRACT COST PRINCIPLES AND PROCEDURES</p> <p><input checked="" type="checkbox"/> DEPARTMENT OF COMMERCE PRE-AWARD NOTIFICATION REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS (REF: 79 FR78390)</p> <p><input type="checkbox"/> MULTI-YEAR AWARD. PLEASE SEE THE MULTI-YEAR SPECIFIC AWARD CONDITION.</p> <p><input checked="" type="checkbox"/> OTHER(S):          This award is being made under competitive Funding Opportunity Number ITA-INA-OIE-2021-2006761 posted at Grants.gov on 02/02/2021.</p>					
SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER Alan Conway				DATE 09/03/2021	
PRINTED NAME, PRINTED TITLE AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL Adam Boltik				DATE 10/18/2021	