



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

CHRISTOPHER T. SUNUNU
Governor

April 27, 2020

Sarah Stewart
Commissioner
New Hampshire Department of Natural and Cultural Resources
20 Park Street
Concord, N.H. 03301

Dear Commissioner Stewart,

Pursuant to my authority under RSA 21-P:43, RSA 4:45, RSA 4:47, and Executive Order 2020-04, as extended by Executive Order 2020-05, I have approved your written request, in attachment, to take the following actions related to CARES Act emergency relief funds:

1. Accept and expend \$122,861 in Coronavirus Aid, Relief, and Economic Security (CARES) Act funds from the Institute of Museum and Library Services (IMLS) in response to the COVID-19 Pandemic, effective through June 30, 2021. 100% Federal Funds.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services



STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
NH STATE LIBRARY

20 Park Street Concord, New Hampshire 03301

April 24, 2020

His Excellency, Governor Christopher T. Sununu
State House
Concord, New Hampshire 03301

**REQUESTED ACTION UNDER RSA 21-P:43, RSA 4:45, RSA 4:47, AND EXECUTIVE ORDER 2020-04,
AS EXTENDED BY EXECUTIVE ORDER 2020-05**

Dear Governor Sununu,

The Department of Natural and Cultural Resources, NH State Library, requests authorization to accept and expend \$122,861 in Coronavirus Aid, Relief, and Economic Security (CARES) Act funds from the Institute of Museum and Library Services in response to the COVID-19 pandemic upon your approval through June 30, 2021. 100% Federal Funds.

Funds will be budgeted as follows:

Federal Library Programs					
03-035-035-353010-25540000					
FY 2020					
Class	Description		FY 2020 Current Budget	Requested Action	FY 2020 Revised Budget
Revenue					
000	Federal Funds	408053	(2,062,906)	(122,861)	(2,185,767)
Totals:			(2,062,906)	(122,861)	(2,185,767)
Expense					
010	Personal Services - Permanent	500100	712,083	0	712,083
018	Overtime	500106	1,000	0	1,000
020	Current Expenses	500200	43,999	8,000	51,999
022	Rent-Leases Other Than State	200257	10,000	0	10,000
024	Maint Other Than Build-Gen	500225	1,000	0	1,000
026	Organizational Dues	500251	10,000	0	10,000
028	Transfers To General Services	582814	85,140	0	85,140
030	Equipment New/Replacement	500301	45,000	0	45,000
039	Telecommunications	500188	1,000	0	1,000
040	Indirect Costs	500800	181,614	0	181,614
041	Audit Fund Set Aside	500801	1,865	123	1,865
042	Additional Fringe Benefits	500620	74,270	0	74,270
050	Personal Services - Temporary	500109	50,000	0	50,000
057	Books, Periodicals, Subscriptions	500534	275,000	50,000	325,000
060	Benefits	500612	419,684	0	419,684

070	In-State Travel Reimbursement	500700	5,500	0	5,500
072	Grants – Federal	502627	10,000	0	10,000
080	Out-of-State Travel Reimbursement	500710	2,750	0	2,750
102	Contracts for Program Services	500731	125,000	59,877	185,000
103	Contracts for Operational Services	500737	8,000	4,861	12,861
211	Catastrophic Casualty Insurance	501530	1	0	1
Totals:			\$2,062,906	\$122,861	\$2,185,767

EXPLANATION

The Institute of Museum and Library Services (IMLS) has distributed \$30 million of CARES Act funds through the Library Services and Technology Act (LSTA) mechanism to all states, based on the current annual LSTA fund distribution formula. The funds are being provided on a non-matching basis to prevent, prepare for, and respond to the coronavirus, including expanded digital inclusion and providing technical support services in response to the COVID-19 pandemic.

The NH State Library is requesting authorization to accept and expend \$122,861 in Federal Funds from the IMLS and to budget the funds as follows:

Class 020 – Current Expenses – Appropriation will be used for statewide PPE supplies for public libraries

Class 041 – Audit Fund Set Aside – Appropriation will be used to pay required audit fees

Class 057 – Books Periodicals Subscriptions – Appropriation will be used for statewide digital materials to be accessed online by patrons while physical facilities are closed

Class 102 – Contracts for Program Services – Appropriation will be used for statewide digital platforms to facilitate virtual programming such as the nationwide Summer Reading Program

Class 103 – Contracts for Operational Services - Appropriation will be used for physical changes at the NH State Library

Respectfully submitted,



Sarah L. Stewart
Commissioner

OFFICIAL NOTICE OF ACTION
Institute of Museum and Library Services

Action Taken: Award

Date of Action: 4/20/2020

Award Date: 4/20/2020

FEDERAL AWARD INFORMATION

Federal Award ID Number (FAIN)	LS-246547-OLS-20
Award Recipient	Cultural Resources, New Hampshire Department of
Award Recipient DUNS	808590178 TIN: 026000618
Award Period	4/21/2020 - 9/30/2021
CFDA Number	45.310 State Library Program
Does the award support Research & Development?	No
Project Title	LSTA CARES ACT State Grants
Project Description	
Grant Program and Office	LSTA State Grants, Office of Library Services

AWARD AMOUNTS

Funds Obligated by this Action	\$122,861.00
Total Outright Award Amount	\$122,861.00
Total Cost Share	\$0.00
Total Project Costs	\$122,861.00

RECIPIENT CONTACTS

Role	Name	Affiliation
Authorizing Official	Mr. Michael York(MYork) michael.york@dncr.nh.gov	State Librarian Cultural Resources, New Hampshire Department of
Grant Administrator	Ms. Lori A Fisher(LFisher) lori.fisher@dncr.nh.gov	Assistant State Librarian/Administrator of Library Cultural Resources, New Hampshire Department of
Project Director	Mr. Michael York(MYork) michael.york@dncr.nh.gov	State Librarian Cultural Resources, New Hampshire Department of

REMARKS

- The Institute of Museum and Library Services (IMLS) provides this grant support pursuant to the provisions of the CARES Act (Public Law 116-136) and the IMLS authorization statute (20 U.S.C. § 9101 et seq.).
- Under the CARES Act, this funding is to be used for the following purposes: to prevent, prepare for, and respond to coronavirus, including to expand digital network access, purchase internet accessible devices, and provide technical support services. Matching requirements for these funds are waived.
- In order to achieve the purposes of the Act with respect to Grants to States, this funding is to be used as follows:
 - Primarily to address digital inclusion and related technical support, using the following types of data to inform targeted efforts:
 - Poverty/Supplemental Nutrition Assistance Program (SNAP)
 - Unemployment
 - Broadband availability;
 - Secondarily to address other efforts that prevent, prepare for, and respond to COVID-19; and
 - With respect to (a) and (b), reach museum and tribal partners, in addition to traditionally eligible library entities, where appropriate.
- The administration of this grant and the expenditure of grant funds are subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards regulations (Uniform Guidance) promulgated by the Office of Management and Budget (2 C.F.R. part 200) and related IMLS guidance.
- All SLAAs receiving these funds must comply with existing certifications and assurances for the Grants to States program in FY 2020.
- The SLAA's first request for payment using the CARES Act funds will indicate the SLAA's acceptance of the award and compliance with its provisions, the CARES Act, and IMLS statutory and regulatory requirements, including the above referenced certifications and assurances for the Grants to States program in FY 2020.

AWARDING OFFICIAL



Teresa A. DeVoe
 Associate Deputy Director, Grants to States