



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

CHRISTOPHER T. SUNUNU
Governor

June 30, 2020

Robert Quinn
Commissioner
New Hampshire Department of Safety
33 Hazen Dr.
Concord, N.H. 03305

Dear Commissioner Quinn,

Pursuant to my authority under RSA 21-P:43; RSA 4:45; RSA 4:47; and Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, 2020-09, 2020-10, and 2020-14 I have approved your written request, in attachment, to take the following actions related to Federal Emergency Management Agency (FEMA) funds:

1. Accept and expend a Public Assistance grant in the amount of \$12,000,000 from FEMA, in support of the COVID-19 response, budgeted consistent with the information in the request in attachment, effective through June 30, 2021. (100% Federal Fund).
2. **Amend Fiscal Item #FIS 18-066, approved April 20, 2018 and Governor and Council Item #88 approved on May 2, 2019; amend Fiscal Item #FIS 19-063 approved April 20, 2018 and Governor and Council Item #54, approved on March 27, 2019; amend Fiscal Item #FIS 19-200 approved August 28, 2019 and Governor and Council Item #105 approved on August 28, 2019; amend Fiscal Item #FIS 19-289, approved November 8, 2019 and Governor and Council Item #73, approved on November 25, 2019; and to continue two existing temporary positions: a Program Planner II (LG21) and a Program Assistant II (LG 15), to assist with Public Assistance Grant Administration. Budgeted consistent with the information in the request in attachment, effective through June 30, 2021. (100% Federal Fund).**

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

Sincerely,

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services



State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, N.H. 03305
603-271-2791

ROBERT L. QUINN
COMMISSIONER OF SAFETY

June 30, 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

1. Pursuant to RSA 14:30-a VI, authorize the Department of Safety, Division of Homeland Security and Emergency Management, to accept and expend Public Assistance (PA) Grant Program funds in the amount of \$12,000,000.00 from the Federal Emergency Management Agency (FEMA) for DR4516 COVID-19. Effective upon Governor's approval from June 30, 2020 through June 30, 2021. Funding Source: 100% Federal Funds.

2. Pursuant to RSA 124:15, and contingent upon the approval of requested action #1, authorize the Department of Safety, Division of Homeland Security and Emergency Management, to amend Fiscal Item #FIS 18-066, approved on April 20, 2018 and Governor and Council Item #88, approved on May 2, 2018 and amend Fiscal Item #FIS 19-063, approved on March 8, 2019, and Governor and Council Item #54, approved on March 27, 2019, and amend Fiscal Item #FIS 19-200 approved August 28, 2019 and Governor and Council Item #105 approved on August 28, 2019, and amend Fiscal Item #FIS 19-289 approved November 8, 2019 and Governor and Council Item #73 approved on November 25, 2019 to continue two existing temporary positions, a Program Planner II (LG 21) and a Program Assistant II (LG 15), to assist with Public Assistance grant administration. Effective upon Governor's approval for the period of July 1, 2020 through June 30, 2021. Funding Source: 100% Federal Funds.

Funds are to be budgeted in SFY2020 in the following account:

02-23-23-236010-12320000 Dept. of Safety		HSEM	Declared Disasters Public Assistance	
<u>Class</u>	<u>Description</u>	<u>SFY2020 Current Adjusted Authorized</u>	<u>Requested Action</u>	<u>SFY2020 Revised Adjusted Authorized</u>
000-404805	Federal Funds	(\$17,739,559.02)	(\$12,000,000.00)	(\$29,739,559.02)
018-500106	Overtime	\$552,500.00	\$0.00	\$552,500.00
020-500200	Current Expense	\$885,699.30	\$10,000,000.00	\$10,885,699.30
030-500311	Equipment	\$50,000.00	\$0.00	\$50,000.00
037-500174	Technology-Hardware	\$54,153.72	\$0.00	\$54,153.72
038-500177	Technology-Software	\$33,143.00	\$0.00	\$33,143.00
039-500188	Telecommunications	\$480,000.00	\$0.00	\$480,000.00
040-500800	Indirect Costs	\$383,250.00	\$1,322,000.00	\$1,705,250.00
041-500801	Audit Fund Set Aside	\$23,391.00	\$12,000.00	\$35,391.00
047-500240	Own Forces Maint (Bldg-Grnds)	\$4,500.00	\$5,000.00	\$9,500.00
050-500109	Personal Service Temp	\$135,500.00	\$250,000.00	\$385,500.00
059-500117	Temp Full-Time	\$268,259.00	\$84,000.00	\$352,259.00
060-500601	Benefits	\$470,051.00	\$102,000.00	\$572,051.00
066-500543	Employee Training	\$6,000.00	\$0.00	\$6,000.00
070-500705	In-State Travel	\$10,000.00	\$50,000.00	\$60,000.00
072-500574	Grants Federal	\$11,725,002.00	\$0.00	\$11,725,002.00
080-507101	Out of State Travel	\$10,000.00	\$0.00	\$10,000.00
085-588595	Interagency Transfers Fed Funds	\$2,598,110.00	\$0.00	\$2,598,110.00
103-502664	Contracts for Op Services	\$50,000.00	\$175,000.00	\$225,000.00
Total		<u>\$17,739,559.02</u>	<u>\$12,000,000.00</u>	<u>\$29,739,559.02</u>

Explanation

The Federal Emergency Management Agency (FEMA) Public Assistance (PA) Grant Program provides federal assistance to state and local government organizations and certain qualified private nonprofit organizations to assist in responding to and recovering from federally declared disasters. To date, the State of New Hampshire has had eight declared disasters since June 1, 2017, impacting the entire State.

This request to accept \$12,000,000.00 represents the estimated increase in the federal share of the Public Assistance for the State's Emergency Protective Measures conducted for DR4516 COVID-19 response. These actions are taken to save lives and protect public health and safety during the COVID-19 pandemic. This includes, but is not limited to, activating and staffing the State Emergency Operations Center (SEOC) to support New Hampshire's response efforts, the purchasing of life-saving and life-sustaining commodities to include personal protective equipment and providing them to impacted communities, and activating and staffing numerous call-centers to help keep the public informed and provide up to date information about COVID-19.

The funding mechanism is 75% Federal and 25% State/Local share. The 25% required match for State Agency projects will be paid from existing budgeted appropriations or an additional request for these funds will be made through the State Legislature. The local share is the responsibility of the local applicant. Indirect costs are budgeted based only on the Recipient Administration portion of the funds, as all other funds are considered pass-through funds and are not subject to indirect costs.

The funds will be budgeted as follows:

Class 020 - Current Expense: used to purchase PPE and disinfecting supplies for statewide distribution and to support the operations of the State Emergency Operation Center including cleaning supplies, disinfectants, and food for employees working in the SEOC, as well as to purchase PPE and disinfecting supplies.

Class 040 - Indirect Cost: represents the indirect cost associated amount for this request.

Class 041 - Audit Funds Set Aside: represents the audit fund set aside associated amount for this request.

Class 047 - Own Force Maint (Bldg-Grnds): to be used to modify workspace for the existing full-time temp positions.

Class 050 - Personal Service Temp: to be used to pay salaries for existing positions.

Class 059, Temp Full-Time: to be used to pay salaries for (2) existing full-time temp positions, a Program Planner II and a Program Assistant II.

Class 060 - Benefits: to pay the benefits associated with the existing program positions.

Class 070 - In State Travel: will provide funding for housing for homeless COVID-19 positive to quarantine.

Class 085 - Interagency Transfers Federal Funds: to provide reimbursement to State Agencies for costs incurred supporting COVID-19 response.

Class 103 - Contracts for Operational Services: to be used for costs incurred to support the State's COVID-19 response.

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

1) *List of personnel involved:* Program Planner II (LG 21 A000) and Program Assistant II (LG15 A000).

2) *Nature, Need, and Duration:* These positions are needed to assist HSEM with Public Assistance grant administration. The proposed grant funding for this position ends on June 30, 2021.

3) *Relationship to existing agency programs:* These positions will provide support to HSEM with grant administration.

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

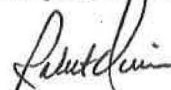
5) *Why wasn't funding included in the agency's budget request?* These funds were unanticipated at the time the budget was created.

6) *Can portions of the grant funds be utilized?* All grant funds must be used for eligible work within the declared disaster areas.

7) *Estimate the funds required to continue this position:* Funds for these positions are estimated at \$120,000.00 for the duration of the grants through June 30, 2021.

There are no General funds required with this request. In the event that Federal funds are no longer available, General funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert L. Quinn", written over a horizontal line.

Robert L. Quinn
Commissioner of Safety