



**STATE OF NEW HAMPSHIRE**  
**OFFICE OF THE GOVERNOR**

**CHRISTOPHER T. SUNUNU**  
Governor

October 12, 2020

George Copadis  
Commissioner  
New Hampshire Department of Employment Security  
45 South Fruit Street  
Concord, N.H. 03301

Dear Commissioner Copadis,

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, 2020-14, 2020-15, 2020-16, 2020-17, 2020-18, and 2020-20 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 \$682,376 in federal funds from FEMA to cover the cost of administering the Lost Wages Assistance Program (I.WA), budgeted consistent with the information in the request in attachment, 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



GEORGE N. COPADIS, COMMISSIONER

RICHARD J. LAVERS, DEPUTY COMMISSIONER

October 9, 2020

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

**REQUESTED ACTION 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, 2020-14, 2020-15, 2020-16, 2020-17  
AND 2020-18.**

Authorize the New Hampshire Department of Employment Security (NHES) to accept and expend \$682,376 in federal funds from the United States Department of Homeland Security – Federal Emergency Management Agency (USDHS - FEMA) to cover the cost of administering the Lost Wages Assistance Program (LWA) through June 30, 2021. 100% Federal Funds.

02-027-027-270010-80400000 Employment Security			SFY 2021		
Class	Account	Class Description	Current Budget	Requested Action	Revised Budget
000	404625	FEDERAL FUNDS	(\$27,161,426)	(\$682,376)	(\$27,843,802)
001	484945	TRANSFERS FROM OTHER AGENCY	(\$895,757)		(\$895,757)
003	407549	REVOLVING FUNDS	(\$11,658,183)		(\$11,658,183)
009	402338	AGENCY INCOME	(\$593,391)		(\$593,391)
00D	488522	TRANSFERS FROM OTHER AGENCY	(\$4,523,000)		(\$4,523,000)
<b>TOTAL REVENUE:</b>			<b>(\$44,831,757)</b>	<b>(\$682,376)</b>	<b>(\$45,514,133)</b>
010	500100	PERSONAL SERVICES PERM CLAS	\$13,428,549		\$13,428,549
011	500126	PERSONAL SERVICES UNCLASSIF	\$232,480		\$232,480
012	500128	PERSONAL SERVICES UNCLASSIF	\$108,451		\$108,451
013	500131	PERSONAL SERVICES UNCLASSIF	\$347,354		\$347,354
018	500106	OVERTIME	\$1,078,239		\$1,078,239
019	500105	HOLIDAY PAY	\$25,499		\$25,499
020	500200	CURRENT EXPENSES	\$626,160	\$43,681	\$669,841
022	500248	RENTS-LEASES OTHER THAN STA	\$443,514	\$4,060	\$447,574
023	500291	HEAT ELECTRICITY WATER	\$479,773	\$4,453	\$484,226
024	500225	MAINT OTHER THAN BUILD-GRN	\$220,287	\$1,916	\$222,203
026	500251	ORGANIZATIONAL DUES	\$25,500		\$25,500
027	582703	TRANSFERS TO DOI	\$4,866,731	\$14,490	\$4,881,221
028	582814	TRANSFERS TO GENERAL SERVIC	\$1		\$1

02-027-027-270010-80400000 Employment Security			SFY 2021		
Class	Account	Class Description	Current Budget	Requested Action	Revised Budget
030	500331	EQUIPMENT NEW REPLACEMENT	\$51,713	\$923	\$52,636
037	500174	TECHNOLOGY-HARDWARE	\$462,323	\$1,298	\$463,621
038	509038	TECHNOLOGY-SOFTWARE	\$6,489,598	\$436,425	\$6,926,023
039	500188	TELECOMMUNICATIONS	\$479,728	\$4,421	\$484,149
040	500800	INDIRECT COSTS	\$372,976	\$2,279	\$375,255
041	500801	AUDIT FUND SET ASIDE	\$30,943	\$512	\$31,455
042	500620	ADDITIONAL FRINGE BENEFITS	\$1,196,691	\$10,618	\$1,207,309
046	500460	CONSULTANTS	\$4,000		\$4,000
047	500240	OWN FORCES MAINT BUILD-GRN	\$9,210		\$9,210
048	500226	CONTRACTUAL MAINT BUILD-GRN	\$340,409	\$3,599	\$344,008
049	584995	TRANSFER TO OTHER STATE AGENCY	\$9,104		\$9,104
050	500109	PERSONAL SERVICE TEMP APPOINTMENT	\$865,656	\$101,806	\$967,462
057	500531	BOOKS PERIODICALS SUBSCRIPTION	\$11,300		\$11,300
059	500117	TEMP FULL TIME	\$496,026		\$496,026
060	500601	BENEFITS	\$8,237,249	\$49,892	\$8,287,141
061	500536	UNEMPLOYMENT COMPENSATION	\$20,000		\$20,000
062	500538	WORKERS COMPENSATION	\$125,000		\$125,000
065	500542	BOARD EXPENSES	\$15,000		\$15,000
066	500544	EMPLOYEE TRAINING	\$6,907		\$6,907
070	500700	IN STATE TRAVEL REIMBURSEMENT	\$84,900		\$84,900
080	500710	OUT OF STATE TRAVEL REIMBURSEMENT	\$37,000		\$37,000
102	500731	CONTRACTS FOR PROGRAM SERVICES	\$3,390,000		\$3,390,000
103	500740	CONTRACTS FOR OTHER SERVICES	\$188,956	\$2,003	\$190,959
211	501530	CATASTROPHIC CASUALTY INSURANCE	\$3,373		\$3,373
229	500764	SHERIFF REIMBURSEMENT	\$5,500		\$5,500
230	500765	INTERPRETER SERVICE	\$15,657		\$15,657
<b>TOTAL EXPENDITURES:</b>			<b>\$44,831,757</b>	<b>\$682,376</b>	<b>\$45,514,133</b>

### EXPLANATION

NHES is requesting approval to accept and expend federal funds to support anticipated administrative costs associated with issuing payments under the Lost Wages Assistance (LWA) program. The LWA Program was authorized by Presidential Memorandum issued on August 8, 2020 under the Other Needs Assistance Program for Major Disaster Declarations Related to Coronavirus Disease 2019. The LWA Program provided for a temporary supplemental federally funded weekly benefit payment of \$300 to eligible individuals.

Due to the unexpected nature of the COVID-19 pandemic, NHES was not able to forecast or budget these funds in advance.

NHES is requesting authorization to accept and expend \$682,376 in federal funds from USDHS - FEMA, and to budget the funds as follows:

Class 020 – The funds will be used to pay for the cost of check stock, MICR toner ink, postage, and banking costs associated with processing payments under the new program as well as the portion of operating expenses associated with positions working on the program.

Class 022 – The funds will be used to support the portion of operating costs associated with the positions involved in the program.

Class 023 – The funds will be used to support the portion of operating costs associated with the positions involved in the program.

Class 024 – The funds will be used to support the portion of operating costs associated with the positions involved in the program.

Class 027 – The funds will be used to support the cost of IT positions responsible for overseeing the production of checks.

Class 030 – The funds will be used to support the portion of operating costs associated with the positions involved in the program.

Class 037 – The funds will be used to support the portion of operating costs associated with the positions involved in the program.

Class 038 – The funds will be used to pay for unemployment benefit system enhancements necessary to produce weekly payments under this new program.

Class 039 – The funds will be used to support the portion of operating costs associated with the positions involved in the program.

Class 040 – The funds will be used to pay indirect costs associated with additional federal funding.

Class 041 – The funds will be used to pay 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.

Class 042 – The funds will be used to pay post-retirement costs associated with the positions involved in the program.

Class 048 – The funds will be used to support the portion of operating costs associated with the positions involved in the program.

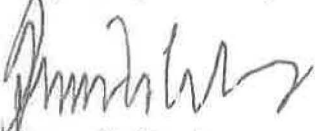
Class 050 – The funds will be used to support the portions of many existing FT positions responsible for providing services under the program.

Class 060 – The funds will be used to support the fringe benefit costs associated with salary costs of positions working on the program.

Class 103 – The funds will be used to support the portion of operating costs associated with the positions involved in the program.

There are no General Funds required with this request. In the event that these funds become no longer available, General Funds will not be requested to support these expenditures.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "George N. Copadis", with a stylized flourish at the end.

George N. Copadis  
Commissioner

GNC/jdr