



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

CHRISTOPHER T. SUNUNU
Governor

September 1, 2020

Charles Arlinghaus
Commissioner
New Hampshire Department of Administrative Services
25 Capital Street
Concord, N.H. 03301

Dear Commissioner Arlinghaus,

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, and 2020-17 I have approved your written request, in attachment, to take the following actions related to the Federal Coronavirus Relief Funds:

1. Accept and expend federal funds from the Families First Coronavirus Response Act (FFCRA) in the amount of \$257,159 and funds from the Coronavirus Aid, Relief, and Economic Security Act (CARES) in the amount of \$385,738 from the U.S. Department of Agriculture (USDA) for a total amount of \$642,897 which will be used to reimburse the Community Action Program Belknap-Merrimack Counties Inc., for administrative expenses to prevent, prepare for, and respond to the coronavirus pandemic in relation to the federal Food Purchase Distribution program, 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



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street – Room 120

Concord, New Hampshire 03301

Office@das.nh.gov

Charles M. Arlinghaus
Commissioner
(603) 271-3201

Joseph B. Bouchard
Assistant Commissioner
(603) 271-3204

Catherine A. Keane
Deputy Commissioner
(603) 271-2059

August 26, 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, & Executive Order 2020-04, as extended by Executive Order 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, 2020-15, and 2020-16

Dear Governor Sununu,

I request authorization for the Department of Administrative Services, Division of Procurement and Support Services, Bureau of Purchase and Property, Surplus Distribution Section, to accept and expend federal funds from the Families First Coronavirus Response Act (FFCRA) in the amount of \$257,159.00 and funds from the Coronavirus Aid, Relief, and Economic Security Act (CARES) in the amount of \$385,738.00 from U.S. Department of Agriculture (USDA) for a total amount of \$642,897.00 which will be used to reimburse the Community Action Program Belknap-Merrimack Counties Inc., of Concord NH for administrative expenses to prevent, prepare for, and respond to coronavirus in relation to the federal Food Purchase Distribution program, effective upon your approval through June 30, 2021. **100% Federal Funds.**

Funds are to be budgeted in the account # 01-14-14-141710-51310000 Temporary Food Assistance Program

The funds are to be budgeted as follows:

Class	Description	Current Budget	Change	Revised Budget
010-000010	General Funds	(\$31,920.00)	\$0.00	(\$31,920.00)
000-404845	Federal Funds	(\$254,675.00)	(\$642,897.00)	(\$897,572.00)
	TOTAL FUNDING	(\$286,595.00)	(\$642,897.00)	(\$929,492.00)
029-500290	INTRA_AGENCY TRANSFER	\$31,920.00	\$0.00	\$31,920.00
041-500801	AUDIT FUND SET ASIDE	\$600.00	\$0.00	\$600.00
072-500569	GRANTS FEDERAL	\$254,075.00	\$642,897.00	\$896,972.00
	TOTAL EXPENDITURES	\$286,595.00	\$642,897.00	(\$929,492.00)

EXPLANATION

The Federal Government through the U.S. Department of Agriculture (USDA) Food and Nutrition Service provided fiscal assistance through the Families First Coronavirus Response Act (FFCRA) and the Coronavirus Aid, Relief, and Economic Security Act (CARES) in response to the Coronavirus Pandemic. The concern for food insecurity has grown nationally and The Emergency Food Assistance Program (TEFAP) in NH has more than doubled the amount of USDA foods coming into New Hampshire in an effort to feed our citizens. TEFAP is managed by the Department of Administrative Services, Surplus Distribution Section to cover the costs associated with administering the program. These funds are 100% pass through to be provided to our contracted TEFAP vendor, Community Action Program Belknap-Merrimack Counties Inc.

Accordingly, your consideration of our request is appreciated.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Charles M. Arlinghaus".

Charles M. Arlinghaus
Commissioner

REPORT 495		U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE GRANT AWARD DOCUMENT				PC1 / 100	
1. GRANTOR AGENCY: USDA - Food and Nutrition Service				2. APPROPRIATION: See below under Appropriation column			
3. NH SURPLUS DISTRIBUTION S DEPT OF ADMINISTRATIVE SERVICES CONCORD NH 03301 VENDOR NO. S3393901 000				4. TITLE OF GRANT: Commodity Assistance Program (2 Year)			
5. APPORTIONMENT YEAR: 2020 GAD NUMBER: 4NH810883 AMENDMENT: 000				6. ESTIMATED ANNUAL GRANT AWARD:			
7. GRANT PERIOD FROM: 03/27/2020 GRANT PERIOD TO: 09/30/2020							
APPROPRIATION	FAIN	ACCOUNT ID	PCA TITLE	CFDA NO.	PREVIOUS LEVEL	INCREASE/DECREASE	CURRENT LEVEL
120/13507	204NH883Y8703	202020Y870344	- TEFAP ADMIN FFCRA PL 116-12	10.568	\$0.00	\$257,159.00	\$257,159.00
Total:					\$0.00	\$257,159.00	\$257,159.00
9. SPECIAL INSTRUCTIONS/COMMENTS Please note that the Financial Official (FO) assigned by the above grantee organization is responsible for maintaining valid banking information for this grant. This includes certifying that correct routing and transit numbers(ABA/RTN) and bank account numbers have been entered into the ASAP.gov payment system. The Food and Nutrition Service and the United States Treasury are not responsible for a misdirected payment in the event that the FO entered the incorrect ABA/RTN or bank account number information.							
10. AUTHORIZATION ALLOWANCE HOLDER (DESIGNEE) Food and Nutrition Service Northeast Regional Office 10 Causeway Street, Room 501 Boston MA 02222 Telephone: 617-565-5300				SIGNATURE: - Electronically Signed by - JOHN PEDICINI			
				DATE: 04/20/2020		TELEPHONE NO: 617-565-6435	

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APPROPRIATION	FAIN	ACCOUNT ID	PCA TITLE	CFDA NO.	PREVIOUS LEVEL	INCREASE/DECREASE	CURRENT LEVEL
120/13507	204NH893Y8732	202020Y873244	- TEFAP ADMIN CARES P.L116-13	10.568	\$0.00	\$385,738.00	\$385,738.00
Total:					\$0.00	\$385,738.00	\$385,738.00
9. SPECIAL INSTRUCTIONS/COMMENTS Please note that the Financial Official (FO) assigned by the above grantee organization is responsible for maintaining valid banking information for this grant. This includes certifying that correct routing and transit numbers(ABA/RTN) and bank account numbers have been entered into the ASAP.gov payment system. The Food and Nutrition Service and the United States Treasury are not responsible for a misdirected payment in the event that the FO entered the incorrect ABA/RTN or bank account number information.							
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