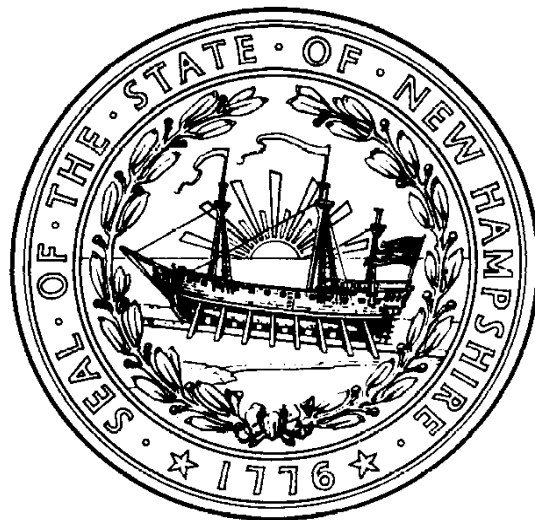


# **FISCAL COMMITTEE**



**Meeting of April 19, 2013  
10:00 a.m.  
Room 210-211, LOB**



JEFFRY A. PATTISON  
Legislative Budget Assistant  
(603) 271-3161

MICHAEL W. KANE, MPA  
Deputy Legislative Budget Assistant  
(603) 271-3161

*State of New Hampshire*  
OFFICE OF LEGISLATIVE BUDGET ASSISTANT  
State House, Room 102  
Concord, New Hampshire 03301

RICHARD J. MAHONEY, CPA  
Director, Audit Division  
(603) 271-2785

April 11, 2013

To the Members of the Fiscal Committee  
of the General Court

The Chairman of the Fiscal Committee of the General Court, as established by RSA 14:30-a, of which you are a member, has requested that you be notified that the Fiscal Committee will hold a regular business meeting on Friday, April 19, 2013, at 10:00 a.m. in Room 210-211 of the Legislative Office Building.

Please find attached information to be discussed at that meeting.

Sincerely,

A handwritten signature in cursive script that reads "Jeffrey A. Pattison".

Jeffrey A. Pattison  
Legislative Budget Assistant

JAP/pe  
Attachments

FISCAL COMMITTEE  
AGENDA

Friday, April 19, 2013 in Room 210-211 of the Legislative Office Building

**10:00 a.m.**

- (1) Acceptance of Minutes of the March 8, 2013 meeting

**NOTE: ALL ITEMS LISTED ON THE AGENDA UNDER CONSENT CALENDAR ARE IN BOLD.**

- (2) Old Business:

FIS 12-359 McAuliffe-Shepard Discovery Center – requests approval for the business plan for the operation of the McAuliffe-Shepard Discovery Center. Tabled 12/21/12

FIS 13-024 Department of Justice – authorization to establish four (4) full-time temporary positions to consist of: an Attorney (unclassified), an Investigator (unclassified), a Managing Analyst-Financial (unclassified) and a Paralegal II (classified) through June 30, 2013 and further establish one (1) part-time temporary classified Legal Secretary III position through June 30, 2013. Tabled 02/01/13

FIS 13-040 Public Utilities Commission – accept and expend \$2,663,089. Tabled 02/01/13

FIS 13-055 Joint Board of Licensure and Certification – authorization to reclassify position number 18095 from Administrator II, salary grade 29, to Executive Director, Joint Board, salary grade 35. Tabled 03/08/13

FIS 13-081 Letter from Representative Lucy McVitty Weber, Chairman of the Legislative Performance Audit and Oversight Committee relative to the recommendation of the performance audit topics for 5) Police Standards and Training Council, The Council in Performance of its Charter. Tabled 03/08/13

FIS 13-082 Department of Administrative Services – authorization to reclassify position number 10082 from Administrator II, Health and Safety Coordinator, labor grade 29, to Administrator Plant and Property Management, labor grade 35. Tabled 03/08/13

**CONSENT CALENDAR**

- (3) **RSA 9:16-a Transfers Authorized:**

**FIS 13-085 Department of Safety – transfer \$358,740**

**FIS 13-086 State Treasury – transfer \$651,607**

**FIS 13-087 New Hampshire Veterans Home – transfer \$90,000**

**FIS 13-097 Insurance Department – transfer \$78,200**

**FIS 13-106 Department of Transportation – transfer \$465,068**

(4) **RSA 9:16-c Transfer of Federal Grant Funds:**

**FIS 13-099 Department of Education – transfer \$2,951,136**

(5) **RSA 14:30-a, VI Fiscal Committee Approval Required for Acceptance and Expenditure of Funds Over \$100,000 from any Non-State Source:**

**FIS 13-088 Department of Safety – authorization to amend FIS 09-342, originally approved October 20, 2009, and subsequently amended by FIS 10-267, September 21, 2010, and FIS 12-167, May 21, 2012, by reallocating \$159,677 in other ARRA funds through June 30, 2013, and further authorization to accept and expend an additional \$12,487 in other ARRA funds through June 30, 2013**

**FIS 13-089 Department of Safety – accept and expend \$532,223**

**FIS 13-100 Office of Energy and Planning – authorization to amend FIS 13-051, approved March 8, 2013, by reallocating \$45,000 in federal ARRA funds through September 30, 2013**

**FIS 13-101 Department of Resources and Economic Development – accept and expend \$211,500**

**FIS 13-108 Department of Transportation – authorization to amend FIS 13-046, approved February 1, 2013, by reallocating \$200,000 in federal funds through June 30, 2013**

(6) **RSA 14:30-a, VI, Fiscal Committee Approval Required for Acceptance and Expenditure of Funds Over \$100,000 from any Non-State Source and RSA 124:15 Positions Restricted:**

**FIS 13-107 Department of Transportation – authorization to 1a) amend FIS 12-214, approved June 18, 2012, by reallocating \$1,000,000 in other funds through June 30, 2013, and further authorization to 1b) establish consultant positions through June 30, 2013**

**FIS 13-114 Department of Transportation – authorization to 1) accept and expend \$1,053,500 in other funds through June 30, 2013, and further authorization to 2) establish consultant positions through June 30, 2013**

**FIS 13-117 Insurance Department – authorization to 1) accept and expend \$339,153 in federal funds through June 30, 2013, and further authorization to 2) establish consultant positions through June 30, 2013**

(7) **RSA 206:33-b Transfers from Fish and Game Fund:**

**FIS 13-090 New Hampshire Fish and Game Department – authorization to transfer \$94,377 from the NH Fish and Game Fund Reserve to the Fish and Game FY 2013 Operating Budget through June 30, 2013**

(8) **Chapter 224:14, II, Laws of 2011, Department of Health and Human Services; Program Eligibility; Additional Revenues; Transfer Among Accounts:**

**FIS 13-109 Department of Health and Human Services – authorization to accept and expend \$1,569,378 in federal funds through June 30, 2013**

FIS 13-110 Department of Health and Human Services – authorization to accept and expend \$98,576 in federal funds through June 30, 2013

FIS 13-115 Department of Health and Human Services – authorization to accept and expend \$350,000 in federal funds through June 30, 2013

(9) Chapter 224:85, I, Laws of 2011, Department of Administrative Services; Consolidation of Certain Business Processing Functions:

FIS 13-112 Department of Administrative Services – authorization to transfer and reallocate \$290,861 for personnel from the Departments of; Transportation, Environmental Services, and the Liquor Commission to the Department of Administrative Services to establish a Shared Services Center for the consolidation of business processing within state government, through June 30, 2013

(10) Chapter 224:210, Laws of 2011, Department of Information Technology; Transfers Among Accounts:

FIS 13-102 Department of Information Technology – authorization to transfer \$8,000 in other funds through June 30, 2013

(11) Chapter 224:213, Laws of 2011, Department of Justice; Outside Counsel:

FIS 13-091 Department of Justice – authorization to retain outside counsel from an out-of-state law firm, the National Online Travel Litigation Group, to investigate and recover unpaid meals and rooms taxes from online travel companies

(12) Chapter 224:371, Laws of 2011, Transfer of Funds:

FIS 13-111 Department of Administrative Services – authorization to transfer \$708,389 in and among various accounting units through June 30, 2013

(13) Miscellaneous:

(14) Informational Materials:

LBAO Report on Additional Revenues for the Biennium Ending June 30, 2013 – Fiscal Committee Approvals through March 8, 2013 (RSA 14:30-a, VI and Chapter 224:14, II, Laws of 2011)

LBAO Report on American Recovery and Reinvestment Act (ARRA) Stimulus Funding – Fiscal Committee Approvals through March 8, 2013 (RSA 14:30-a, VI and Chapter 224:14, II, Laws of 2011)

Letter from Jeffrey A. Pattison, Legislative Budget Assistant relative to a hiring, promotion or step increases granted to LBAO employees

Joint Legislative Facilities Committee  
Legislative Branch  
Detail of Balance of Funds Available  
Fiscal Year 2013  
As of 02/28/13

Joint Legislative Facilities Committee  
Legislative Branch  
Detail of Balance of Funds Available  
Fiscal Year 2013  
As of 03/31/13

FIS 13-084 Department of Administrative Services – Chapter 319:32, Laws of 2003 – State Employee Health Insurance - report regarding the self-funded health benefits program from July 1, 2012 through January 31, 2013

FIS 13-092 Department of Administrative Services – McAuliffe-Shepard Discovery Center Revenue and Expense Summary update, dated February 28, 2013

FIS 13-093 Department of Health and Human Services – Chapters 223:6 and 224:14, Laws of 2011 – January 2013 Operating Statistics Dashboard report for the fiscal year ending June 30, 2013

FIS 13-094 Department of Revenue Administration – RSA 21-J:45 – Refund report for February 2013

FIS 13-096 Department of Health and Human Services – Chapters 223:6 and 224:14, Laws of 2011 – February 2013 Operating Statistics Dashboard report for the fiscal year ending June 30, 2013

FIS 13-103 Department of Resources and Economic Development – status report of Implementation of the twenty (20) recommendations from the audit of the Hampton Beach Parking Meter Fund by the Office of Legislative Budget Assistant for the ten months ended April 30, 2012, dated March 26, 2013

FIS 13-104 Department of Resources and Economic Development – RSA 12-A:29-c, III, Cannon Mountain Capital Improvement Fund and RSA 216:3, IV (b), Hampton Beach Capital Improvement Fund – financial report for the Fiscal Year 2012

FIS 13-105 State of New Hampshire Supreme Court – Chapter 223:11, II, Laws of 2011 – Eighth Quarterly Report on Judicial Branch Implementation of Innovation Commission Recommendations, March 29, 2013

FIS 13-113 Department of Administrative Services – Chapter 224:206, Laws of 2011 – summary of exceptions granted through the Office of the Governor from July 1, 2012 through March 31, 2013 related to the freeze of Executive Branch Hiring, Purchases, and Out-of-State Travel

FIS 13-116 Department of Revenue Administration – RSA 21-J:45 – Refund report for March 2013

10:30 a.m.

Audits:

State of New Hampshire  
Management Letter  
Year Ended June 30, 2012

State of New Hampshire  
Single Audit of Federal Financial  
Assistance Programs  
For the Year Ended June 30, 2012

State of New Hampshire  
Department of Safety  
Division Of Motor Vehicles  
Customer Service  
Performance Audit Report  
April 2013

(15) Date of Next Meeting and Adjournment

FISCAL COMMITTEE OF THE GENERAL COURT

MINUTES

March 8, 2013

The Fiscal Committee of the General Court met on Friday, March 8, 2013 at 10:00 a.m. in Room 210-211 of the Legislative Office Building.

Members in attendance were as follows:

Representative Mary Jane Wallner, Chairman  
Representative Ken Weyler, Clerk  
Representative Sharon Nordgren (Alternate)  
Representative Cindy Rosenwald  
Representative Daniel Eaton  
Senator Chuck Morse  
Senator Bob Odell  
Senator Jeanie Forrester  
Senator Sylvia Larsen  
Senator Andy Sanborn

Chairman Wallner opened the meeting at 10:11 a.m.

ACCEPTANCE OF MINUTES:

On a motion by Representative Rosenwald, seconded by Senator Larsen, that the minutes of the February 1, 2013 meeting be accepted as written. MOTION ADOPTED.

OLD BUSINESS:

FIS 12-359 McAuliffe-Shepard Discovery Center – request for approval of the business plan for the operation of the McAuliffe-Shepard Discovery Center. Tabled 12/21/12. No Action Taken.

FIS 13-024 Department of Justice – authorization to establish four (4) full-time temporary positions to consist of: an Attorney (unclassified), an Investigator (unclassified), a Managing Analyst-Financial (unclassified) and a Paralegal II (classified) through June 30, 2013 and further establish one (1) part-time temporary classified Legal Secretary III position through June 30, 2013. Tabled 02/01/13. No Action Taken.

FIS 13-040 Public Utilities Commission – accept and expend \$2,663,089. Tabled 02/01/13. No Action Taken.

On a motion by Senator Morse, seconded by Representative Eaton, that Department of Transportation requests FIS 13-005, FIS 13-025, and FIS 13-047 be removed from the table. MOTION ADOPTED.



FIS 13-005 Department of Transportation (Tabled 02/01/13) – Christopher Clement, Commissioner, and Patrick McKenna, Director of Finance, Department of Transportation, responded to questions of the Committee.

On a motion by Representative Eaton, seconded by Representative Weyler, that the Committee approve the request of the Department of Transportation to transfer \$149,922 in highway funds through June 30, 2013. No Action Taken.

FIS 13-025 Department of Transportation (Tabled 02/01/13) – No questions were asked of the Department regarding the request to transfer \$1,455,332 in highway funds through June 30, 2013.

FIS 13-047 Department of Transportation (Tabled 02/01/13) – Christopher Clement, Commissioner, and Patrick McKenna, Director of Finance, Department of Transportation, responded to questions of the Committee.

At the request of the Senate, the Committee recessed at 10:27 a.m. and reconvened at 10:36 a.m.

FIS 13-005 Department of Transportation – On a motion by Representative Eaton, seconded by Representative Weyler, that the Committee table, until the end of the agenda, the request of the Department of Transportation to transfer \$149,922 in highway funds through June 30, 2013. MOTION ADOPTED.

FIS 13-025 Department of Transportation – On a motion by Senator Morse, seconded by Representative Eaton, that the Committee approve the request of the Department of Transportation to transfer \$1,455,332 in highway funds through June 30, 2013. MOTION ADOPTED.

FIS 13-047 Department of Transportation – On a motion by Senator Morse, seconded by Representative Eaton, that the Committee approve the request of the Department of Transportation to 1) establish a consultant position through June 30, 2013 and 2) transfer \$37,363 from Highway Surplus through June 30, 2013. MOTION ADOPTED.

NEW BUSINESS:

RSA 14:30-a, III AUDIT TOPIC RECOMMENDATION BY LEGISLATIVE PERFORMANCE AUDIT AND OVERSIGHT COMMITTEE:

FIS 13-081 Letter from Representative Lucy McVitty Weber, Chairman of the Legislative Performance Audit and Oversight Committee relative to the recommendation of the following six (6) performance audit topics – On a motion by Representative Eaton, seconded by Senator Forrester, that the Committee approve the request of the Legislative Performance Audit and Oversight Committee relative to the recommendations of the following five (5) performance audit topics: 1) Department of Corrections, Division of Community Corrections; 2) Department

of Health and Human Services, Health Facilities Administration, Assisted Living and Nursing Facility Inspections; 3) Department of Health and Human Services, Electronic Benefit Transfer Cards; 4) Department of Resources and Economic Development, Economic Development Programs; and 6) Community Development Finance Authority, Program Results, **with the exception of recommendation 5) Police Standards and Training Council, The Council in Performance of its Charter.** MOTION ADOPTED.

On a motion by Senator Morse, seconded by Representative Eaton, that the Committee table the request of the Legislative Performance Audit and Oversight Committee relative to the recommendation of the following performance audit topic: 5) Police Standards and Training Council, The Council in Performance of its Charter. MOTION ADOPTED.

**RSA 14:30-a, VI FISCAL COMMITTEE APPROVAL REQUIRED FOR ACCEPTANCE AND EXPENDITURE OF FUNDS OVER \$100,000 FROM ANY NON-STATE SOURCE:**

**CONSENT CALENDAR**

On a motion by Representative Eaton, seconded by Senator Morse, that the Committee approve the requests under this section as submitted. MOTION ADOPTED. [FIS 13-048 Department of Agriculture, Markets and Food – accept and expend \$238,572, FIS 13-049 Department of Corrections – authorization to amend FIS 12-182, approved May 21, 2012, and subsequently amended by FIS 12-344, approved November 8, 2012, to extend the end date from May 31, 2013 to June 30, 2013, with no increase in funding, FIS 13-050 Office of Energy and Planning – authorization to retroactively amend FIS 12-256, approved July 23, 2012, by reallocating \$16,575 in federal ARRA funds and to extend the end date from September 30, 2012 to September 30, 2013, FIS 13-051 Office of Energy and Planning – authorization to amend FIS 10-280, approved September 21, 2010, by reallocating \$136,200 in federal ARRA funds and to extend the end date from May 31, 2013 to September 30, 2013, FIS 13-052 Department of Safety – accept and expend \$129,450, FIS 13-053 Department of Safety – accept and expend \$2,210,557, FIS 13-076 Department of Safety – accept and expend \$166,412, FIS 13-077 Department of Resources and Economic Development – authorization to 1) amend FIS 13-010, approved February 1, 2013 (FIS 11-141, originally approved May 2, 2011), to extend the end date from March 31, 2013 to September 30, 2013 and 2) further authorization for the Department of Employment Security, the sub-grantee with DRED, to amend FIS 13-010, approved February 1, 2013 (FIS 11-141, originally approved May 2, 2011), to extend the end date from March 31, 2013 to September 30, 2013, FIS 13-078 Department of Transportation – accept and expend \$19,266]

**RSA 124:15 POSITIONS RESTRICTED:**

**CONSENT CALENDAR**

At the request of Senator Morse FIS 13-080 Department of Administrative Services was removed from the consent calendar.

FIS 13-080 Department of Administrative Services – Linda Hodgdon, Commissioner, Department of Administrative Services, and Catherine Provencher, State Treasurer, presented the request and responded to questions of the Committee.

On a motion by Senator Morse, seconded by Representative Eaton, that the Committee **amend** and approve the request of the Department of Administrative Services to create one temporary full-time Administrator to the Deferred Compensation Plan, position #9T169, **with a start date no earlier than July 1, 2013**. MOTION ADOPTED.

RSA 14:30-a, VI, FISCAL COMMITTEE APPROVAL REQUIRED FOR ACCEPTANCE AND EXPENDITURE OF FUNDS OVER \$100,000 FROM ANY NON-STATE SOURCE AND RSA 124:15 POSITIONS RESTRICTED:

**CONSENT CALENDAR**

At the request of Representative Rosenwald FIS 13-075 Department of Insurance was removed from the Consent Calendar.

On a motion by Representative Eaton, seconded by Senator Forrester, that the Committee approve the remaining request under this section as submitted. MOTION ADOPTED. [ FIS 13-054 Department of Information Technology – authorization to 1) accept and expend \$958,950 in other funds through June 30, 2013 and further authorization to 2) fund class 046 consultant positions through June 30, 2013]

FIS 13-075 Insurance Department – Roger Sevigny, Commissioner, and Alexander Feldvebel, Deputy Commissioner, Insurance Department, presented the request and responded to questions of the Committee.

On a motion by Representative Rosenwald, seconded by Representative Eaton, that the Committee approve the request of the Insurance Department to 1) accept and expend \$409,690 in federal funds through June 30, 2013, and 2) establish one (1) part time temporary Grants & Contracts Technician position through June 30, 2013, and 3) establish class 046 consultant positions through June 30, 2013. MOTION ADOPTED. (7-Yes, 3-No)

RSA 14:30-a, VI, FISCAL COMMITTEE APPROVAL REQUIRED FOR ACCEPTANCE AND EXPENDITURE OF FUNDS OVER \$100,000 FROM ANY NON-STATE SOURCE, AND RSA 228:69, I. (b), APPROPRIATION AND USE OF SPECIAL RAILROAD FUND:

FIS 13-056 Department of Transportation – On a motion by Representative Eaton, seconded by Senator Morse, that the Committee approve the request of the Department of Transportation to 1) accept and expend \$346,497 in other funds, and 2) expend an amount not to exceed \$346,497 in prior year carry-forward funds from the Special Railroad Fund for maintenance and repair of active State-owned railroad lines through June 30, 2013. MOTION ADOPTED.

RSA 21-I:56, II, RECLASSIFICATION OF POSITIONS OR INCREASES:

FIS 13-055 Joint Board of Licensure and Certification – On a motion by Senator Morse, seconded by Senator Forrester, that the Committee table the request of the Joint Board of Licensure and Certification to reclassify position number 18095 from Administrator II, salary grade 29, to Executive Director, Joint Board, salary grade 35. MOTION ADOPTED.

FIS 13-082 Department of Administrative Services – On a motion by Senator Morse, seconded by Senator Forrester, that the Committee table the request of the Department of Administrative Services to reclassify position number 10082 from Administrator II, Health and Safety Coordinator, labor grade 29, to Administrator Plant and Property Management, labor grade 35. MOTION ADOPTED.

RSA 363:28, III, OFFICE OF THE CONSUMER ADVOCATE:

FIS 13-062 Office of Consumer Advocate – Susan Chamberlin, Consumer Advocate, Office of the Consumer Advocate, presented the request and responded to questions of the Committee.

On a motion by Representative Eaton, seconded by Senator Odell, that the Committee approve the request of the Office of Consumer Advocate to employ experts for assistant to complete its participation in the NH Public Utilities Commission (NHPUC) docket DE 11-250, regarding Public Service Company of NH (PSNH), Investigation of Scrubber Costs and Cost Recovery through December 31, 2013. MOTION ADOPTED. (9-Yes, 1-No)

CHAPTER 224:14, II, LAWS OF 2011, DEPARTMENT OF HEALTH AND HUMAN SERVICES; PROGRAM ELIGIBILITY; ADDITIONAL REVENUES; TRANSFER AMONG ACCOUNTS:

FIS 13-057 Department of Health and Human Services – On a motion by Representative Eaton, seconded by Representative Rosenwald, that the Committee move the request of the Department of Health and Human Services to accept and expend \$877,687 in federal funds through June 30, 2013.

On a further motion by Representative Rosenwald, seconded by Senator Larsen, that the Committee **amend** the request of the Department of Health and Human Services to accept and expend **\$887,687, not \$877,687** in federal funds through June 30, 2013. MOTION ADOPTED.

On a motion by Representative Eaton, seconded by Representative Rosenwald, that the Committee approve as amended the request of the Department of Health and Human Services to accept and expend \$887,687 in federal funds through June 30, 2013. MOTION ADOPTED.

FIS 13-058 Department of Health and Human Services – On a motion by Senator Morse, seconded by Representative Eaton, that the Committee approve the request of the Department of Health and Human Services to accept and expend \$118,204 in federal funds through June 30, 2013. MOTION ADOPTED.

FIS 13-059 Department of Health and Human Services – On a motion by Representative Eaton, seconded by Representative Rosenwald, that the Committee approve the request of the Department of Health and Human Services to accept and expend \$560,419 in federal funds through June 30, 2013. MOTION ADOPTED.

FIS 13-060 Department of Health and Human Services – On a motion by Representative Rosenwald, seconded by Senator Morse, that the Committee approve the request of the Department of Health and Human Services to accept and expend \$9,745,766 in federal funds through June 30, 2013. MOTION ADOPTED.

CHAPTER 224:210, LAWS OF 2011, DEPARTMENT OF INFORMATION TECHNOLOGY;  
TRANSFERS AMONG ACCOUNTS:

FIS 13-061 Department of Information Technology – On a motion by Senator Morse, seconded by Representative Eaton, that the Committee approve the request of the Department of Information Technology to transfer \$779,832.84 in other funds through June 30, 2013. MOTION ADOPTED.

LATE ITEM:

FIS 13-083 Department of Justice – On a motion by Senator Morse, seconded by Representative Eaton, that the Committee approve the request of the Department of Justice to retain outside counsel from an out-of-state law firm, Duane Morris, LLP in Boston, for the purpose of obtaining legal expertise in an on-going matter involving the termination of a state construction contract. MOTION ADOPTED.

INFORMATIONAL MATERIALS:

The informational items were accepted and placed on file.

The Chair announced a recess at 11:04 a.m., and the Committee reconvened at 11:07 a.m.

OLD BUSINESS:

FIS 13-005 Department of Transportation – On a motion by Senator Morse, seconded by Senator Forrester, that the item be removed from the table. MOTION ADOPTED.

On a motion by Senator Morse, seconded by Representative Eaton, that the Committee approve the request of the Department of Transportation to transfer \$149,922 in highway funds through June 30, 2013. MOTION ADOPTED.

AUDITS:

State of New Hampshire, Juvenile Justice Services, Pre-Adjudicated Placements, Performance Audit Report, March 2013 – Richard Mahoney, Director of Audits, and Vilay DiCicco, Senior Audit Manager, Audit Division, Office of Legislative Budget Assistant, presented the report and responded to questions of the Committee. Maggie Bishop, Director, Juvenile Justice Services, and Byry Kennedy, General Counsel for Division for Children, Youth and Families, Department of Health and Human Services, were present to respond to questions of the Committee.

On a motion by Representative Weyler, seconded by Representative Eaton, that the report be accepted, placed on file and released in the usual manner. MOTION ADOPTED.

State of New Hampshire, State Agency Decision-Making Practices: Employees Versus Contractors, Performance Audit Report, March 2013 – Richard Mahoney, Director of Audits, and Steven Grady, Senior Audit Manager, Audit Division, Office of Legislative Budget Assistant, presented the report and responded to questions of the Committee.

On a motion by Representative Weyler, seconded by Representative Eaton, that the report be accepted, placed on file and released in the usual manner. MOTION ADOPTED.

State of New Hampshire, Lottery Commission, Management Letter, For the Fiscal Year Ended June 30, 2012 – Richard Mahoney, Director of Audits, and Elizabeth Bielecki, Audit Manager, Audit Division, Office of Legislative Budget Assistant, presented the report and responded to questions of the Committee. Also present were Charles McIntyre, Executive Director, and Cassie Strong, Chief Accountant, New Hampshire Lottery Commission to respond to questions of the Committee.

On a motion by Representative Weyler, seconded by Representative Rosenwald, that the report be accepted, placed on file and released in the usual manner. MOTION ADOPTED.

State of New Hampshire, Turnpike System, Management Letter, For the Fiscal Year Ended June 30, 2012 – Richard Mahoney, Director of Audits, and Jean Mitchell, Senior Audit Manager, Audit Division, Office of Legislative Budget Assistant, presented the report and responded to questions of the Committee. Also present were Patrick McKenna, Director of Finance, Christopher Waszczuk, Administrator of the Turnpikes Bureau, and Leonard Russell, Administrator of Financial Reporting, Department of Transportation, to respond to questions of the Committee.

On a motion by Representative Weyler, seconded by Representative Eaton, that the report be accepted, placed on file and released in the usual manner. MOTION ADOPTED.

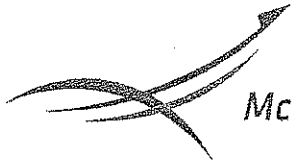
ADJOURNMENT:

The next regular meeting of the Fiscal Committee will be Friday, April 19, 2013 at 10:00 a.m.

On a motion by Representative Eaton that the meeting adjourn. (Whereupon the meeting adjourned at 11:53 a.m.)

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Representative Ken Weyler, Clerk



*McAuliffe-Shepard Discovery Center*

2 Institute Drive  
Concord, NH 03301  
phone 603-271-7827  
fax 603-271-7832

www.starhop.com

November 1, 2012

Representative Ken Weyler  
Chairman, Fiscal Committee of the General Court  
Legislative Office Building – Room 210-211  
Concord, NH 03301

Dear Representative Weyler:

Requested Action

Pursuant to RSA 12-L:14, II, the McAuliffe Shepard Discovery Center requests approval for the business plan for the operation of the McAuliffe-Shepard Discovery Center.

Explanation

RSA 12-L:14, II states, "The McAuliffe-Shepard discovery center commission shall submit a business plan for the operation of the discovery center to the fiscal committee of the general court for approval by November 1, 2012."

With assistance from Executive Service Corps and the McAuliffe-Shepard Discovery Center Corporation Board of Directors, the Discovery Center has completed its business plan and looks forward to discussing it with the Fiscal Committee of the General Court. We hereby submit for Fiscal Committee approval the McAuliffe-Shepard Discovery Center Business Plan, dated November 1, 2012, for your approval.

Sincerely,

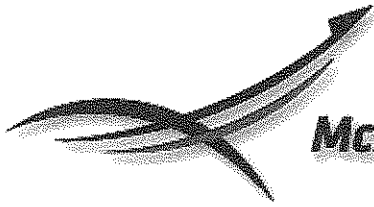
Paul A. Burkett, Esq.  
Chair, McAuliffe-Shepard Discovery Center Commission

c.c.: James R. MacKay, Ph.D.  
Interim Chair, McAuliffe-Shepard Discovery Center Corporation

Jeanne T. Gerulskis  
Executive Director, McAuliffe-Shepard Discovery Center

Enc.: Proposed McAuliffe-Shepard Discovery Center Business Plan





**McAuliffe-Shepard Discovery Center**

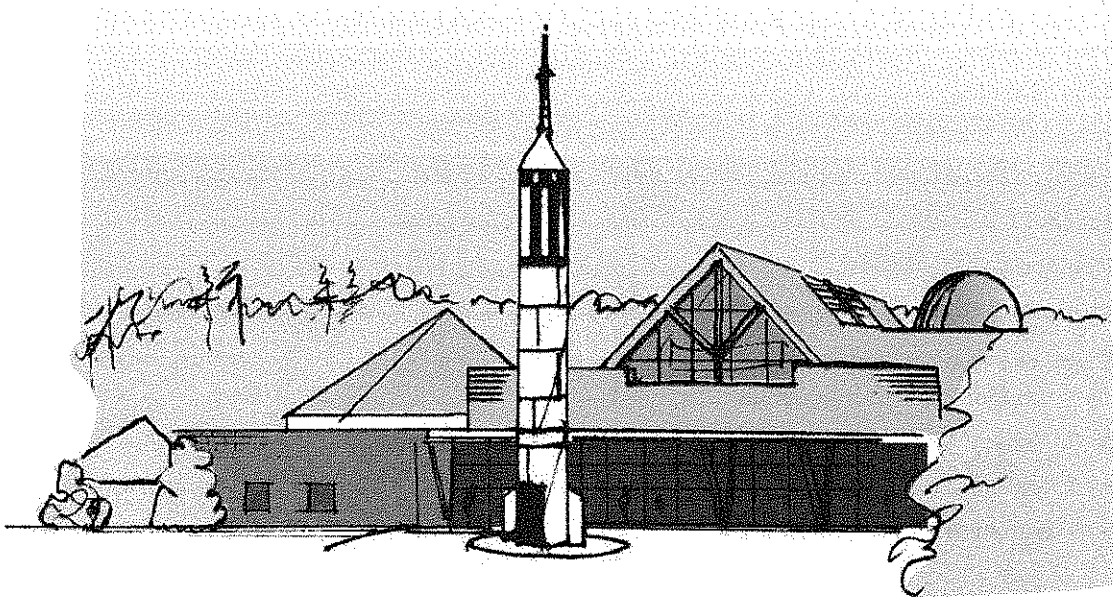
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# **BUSINESS PLAN**

Prepared By  
**THE EXECUTIVE SERVICE CORPS**



**November 1, 2012**



# McAuliffe-Shepard Discovery Center Business Plan

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# McAuliffe-Shepard Discovery Center Business Plan

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## Executive Summary

The McAuliffe-Shepard Discovery Center ("Discovery Center") will undergo a major transformation at the end of 2012. Having originated as the Christa McAuliffe Planetarium in 1990, the Discovery Center undertook a significant expansion in 2009. Currently a state agency, the Discovery Center will transform into a purely private, not-for-profit 501(c)(3) organization effective January 1, 2013, through New Hampshire law CH173, Laws of 2012. This change will provide the Discovery Center with more operational flexibility and better access to private funding, thereby enabling the organization to better serve its constituents in the generations to come.

The Discovery Center hired the Executive Service Corps (ESC) in July 2011 to analyze and recommend the best way to transform itself into a fiscally-independent entity, consistent with New Hampshire Chapter 224:88(II), Laws of 2011. ESC presented its report in November 2011. The Discovery Center then retained ESC in 2012 to help it (a) form a new board of directors; (b) conduct a market analysis; (c) develop a marketing plan; and (d) develop a business plan. This document is the business plan, which incorporates by reference the market analysis and marketing plan. The purposes of this business plan are to guide the Discovery Center's transformation into a vibrant and enduring not-for-profit organization that fulfills its mission; and to demonstrate the Discovery Center's viability and value to supporters and other stakeholders.

This business plan describes the mission, objectives, marketplace, structure, and procedures which will guide the Discovery Center for the upcoming year and beyond. It is intended to be a helpful information source for all of the Discovery Center's stakeholders, including its board of directors, officers and staff, members, donors, visitors, the State of New Hampshire, and the wider community.

## TRANSITION

Much has to be done before the 1 January 2013 spinoff to ensure that the Discovery Center will continue to prosper and to serve its constituents in the coming years. These urgent transition tasks are constrained by limited funds as well as by the need for all staff to continue to do their "day jobs". All require several months of advance work. The transition tasks can be categorized as follows:

- Governance, organizational and staffing tasks
- Programs and services tasks, such as exhibit enhancements
- Marketing promotional tasks
- Fundraising and development tasks
- Transaction-processing tasks (contracts and vendor relations)
- Day One Tasks (announcements, special events, cutovers)

## HISTORICAL DATA AND FORWARD-LOOKING STATEMENTS

This document, including components incorporated by reference, contains "forward-looking statements". Examples of such statements include plans, projections, and assumptions, explicit or implied, regarding future actions or events. All such statements are subject to known and unknown risks, which could materially affect the Discovery Center's future operations, results and condition. The Discovery Center endeavors to monitor, mitigate and adapt to such risks.

Discovery Center historical data is presented on a *pro forma* or "as if" basis, reflecting the results of the McAuliffe-Shepard Discovery Center Corporation's state-agency predecessor. Such historical data has in many cases been reclassified or otherwise adjusted for comparability.

# McAuliffe-Shepard Discovery Center Business Plan

## Mission and Objectives

The Discovery Center's mission is "to educate, engage and inspire people of all ages in the fields of science, technology, engineering and mathematics through operation of a science center focused on astronomy, aviation, Earth and space science".

The Discovery Center's objectives include the following: "to be a catalyst for learning and discovery about, and delight in, the universe in which we live, inspired by the pioneering efforts of Alan Shepard and Christa McAuliffe; to encourage young people to pursue careers in science, technology, engineering and mathematics (STEM); and to become a national leader in STEM education.

## SWOT

A "Strengths, Weaknesses, Opportunities and Threats" summary is a useful way to portray an organization's current position compared with where it wants to go.

	HELPFUL	HARMFUL
INTERNAL	<b>STRENGTHS</b> <ul style="list-style-type: none"> <li>• Staff well-regarded by visitors</li> <li>• Spacious, modern facility</li> <li>• Ample, onsite parking</li> <li>• Talented and engaged board of directors</li> <li>• Named for / dedicated to two internationally known, highly-regarded space pioneers</li> <li>• Interpretive areas (astronomy, aviation, Earth &amp; space science) popular with the general public</li> <li>• State-of-the-art planetarium system</li> <li>• Good peer network</li> </ul>	<b>WEAKNESSES</b> <ul style="list-style-type: none"> <li>• Reputation for tired exhibits and planetarium</li> <li>• Uncertainty about future</li> <li>• Lack of skilled marketing director</li> <li>• Lack of skilled fundraising and development director</li> <li>• Lack of experienced exhibits and curatorial staff</li> <li>• Small donor base</li> <li>• Inability to produce professional full-dome planetarium shows in-house</li> <li>• Volunteer program not well developed</li> <li>•</li> </ul>
EXTERNAL	<b>OPPORTUNITIES</b> <ul style="list-style-type: none"> <li>• Transition presents chance to reinvent</li> <li>• Name recognition for planetarium</li> <li>• Abundance of technology businesses in southern NH</li> <li>• National emphasis on STEM education</li> <li>• Good reputation with NASA, space science teams at UNH, Dartmouth, &amp; other institutions</li> <li>• Proximity to source of partnerships, interns, volunteers, work-study students (NHTI)</li> </ul>	<b>THREATS</b> <ul style="list-style-type: none"> <li>• Competition (other museums and attractions)</li> <li>• Technological obsolescence</li> <li>• Continued regional economic weakness</li> <li>• Susceptibility to weather</li> <li>• U.S. Congress may limit funding and resources available from prospective grant sources (e.g. NASA, NSF, IMLS)</li> <li>• School budgets and testing impede schools' ability to send students on field trips</li> </ul>

## Governance, Organization and Staffing

The Discovery Center will be governed by a Board of Directors, who, in addition to providing fiduciary oversight, appointing officers, and approving the annual budget, will be actively engaged in fundraising and advising. The board will consist of between nine and 23 voting members who will serve staggered three-year terms. One member shall be appointed by the speaker of the New Hampshire House of Representatives and one member shall be appointed by the Senate President, per CH 173, Laws of 2012. The Discovery Center executive director is an *ex officio*, nonvoting member of the board. The board may include non-members on its committees and may be assisted from time to time by an Advisory Committee, which will provide advice and expertise.

# McAuliffe-Shepard Discovery Center Business Plan

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## OFFICERS AND STAFF

The Discovery Center's officers shall consist of an Executive Director (ED), and, reporting to the ED, an Education Director, Marketing Director, Operations Director, Development Director, and Finance & Administration Director. Their responsibilities will be as follows:

- **Executive Director** – In consultation with the Board, sets the direction for the Discovery Center and assures that it achieves its mission. Works with the Board on short-, long-range and strategic planning, setting annual and long-range goals and objectives and fundraising. Directs, oversees and implements Board policies, business, annual, long-range and strategic plans and initiatives, recruits and directs staff. Serves as the public face and voice of the Discovery Center to the staff, supporters, the media, and the public. Ex-officio member of the Board, liaison between Board and staff.
- **Education Director** - Develops and implements the Discovery Center's educational programs and initiatives; ensures that programs and services properly support the Discovery Center's mission and meet the needs of its constituents and stakeholders. Works with the marketing director on outreach to the educational community and general public to be sure the programs are well-attended.
- **Marketing Director** – Strategically positions the Discovery Center as a key educational and visitor attraction, on a local, regional, national and international level. Oversees all branding and communications. Works with top leadership to keep awareness of the Discovery Center high in key target markets. Analyzes markets using surveys and other two-way communications tools, incorporates findings into annual and long-range marketing plans and immediate actions when necessary. Coaches staff and board in communications including crisis communications.
- **Operations Director** – Oversees and implements all visitor services, facilities management, private rentals, special events and volunteer program. Works closely with marketing director on visitor surveys and other feedback, and with development director on special events. Ensures that the facility is adequately staffed for all events.
- **Development Director** – Works with the executive director and Board on all fundraising initiatives and activities including capital, annual, memberships and special projects; develops and implements annual and long-range fundraising plans and strategies, including prospecting, cultivation, relationship building and maintenance, and acknowledgement of donors and sponsors; develops and writes grants and oversees implementation of and reporting on grant-funded initiatives.
- **Finance & Administration Director** - Finance, accounting, human resources, oversight of retail operations. Works with board secretary, treasurer and contracted accounting firm on audits and federal, state and local reporting requirements. Oversees all Discovery Center financial transactions and contracting.

The Discovery Center's past staffing has included 14 full-time and 37 part-time employees; in its new organizational structure, its goal is to have 12 full-time employees (including officers) plus approximately 12 part-time employees who work from 2-30 hours per week. Until fundraising targets are met, the Discovery Center will start the first quarter of 2013 with seven full-time staff and 14 part-time staff, increasing its staffing as revenues allow. The Discovery Center also relies on volunteers and occasional work-study staff members, as well as on contracted services such as for information technology and maintenance. Staffing levels may change over time, but the emphasis will be on attracting, rewarding and retaining experienced, dedicated, full-time staff and a well-trained, enthusiastic contingent of volunteers drawn from the community and area colleges.

## Organizational and Governance Goals

- Organizational design supports the Discovery Center's mission, goals and objectives
- Leadership is credible and earns high respect
- The board and top leadership cultivate a culture of trust, ethics and stewardship
- The board, executive director, staff, volunteers and members are deeply connected with and committed to the Discovery Center

# McAuliffe-Shepard Discovery Center Business Plan

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- Employees understand what they are expected to do, how what they do affects the mission of the organization, employees' goals, objectives and evaluations are tied to the mission and organization plans, goals and objectives.
- Employees understand how what they do affects the mission of the organization
- Processes are simplified and barriers eliminated
- Employees are well-trained, empowered, valued, and enjoy their jobs
- Succession planning is in place, and appropriate individuals are developed and mentored
- The Discovery Center celebrates diversity in its board, staff, volunteers, visitors and program leaders and participants
- Accessibility is a key factor in the design of facilities, staff and volunteer assignments, exhibits and programs

## RECRUITMENT AND SELECTION

The Discovery Center will recruit to fill positions internally and externally. All recruitment activities will seek top-quality candidates while conforming to Title VII and all other relevant state and federal labor laws, including tracking and reporting of the recruitment process. The Discovery Center is an equal-opportunity employer.

The board of directors is responsible for recruitment, hiring, evaluation and termination of the executive director. The executive director is responsible for recruitment, hiring, evaluation and termination of all other staff. The executive director may enlist the aid of the board in selection of top staff leadership, and may delegate recruitment and evaluation of mid- and entry-level staff to the appropriate staff director.

## WORKPLACE ENVIRONMENT

The Discovery Center will provide a safe, accessible and comfortable workplace environment, meeting or exceeding all applicable state and federal laws. This objective will be met through the appropriate facilities, equipment, and training. Additionally, the Discovery Center will provide appropriate avenues for resolving grievances.

The Discovery Center will comply with all relevant labor laws, including

- Required postings i.e. Minimum Wage, Child Labor etc.
- EEO (Equal Employment Opportunity)
- OSHA reporting requirements and "right to know"
- Employment at will
- Pre-employment I-9 and visa verification
- FMLA (Family & Medical Leave Act)
- ADEA (Age Discrimination in Employment Act)
- FLSA (Fair Labor Standards Act)
- HIPAA (Health Information Portability and Accountability Act)

## STAFF TRAINING AND DEVELOPMENT

The Discovery Center will provide staff training in the areas of workplace safety; organizational ethics and conduct; anti-discrimination and anti-harassment issues. This training will be given to all paid and unpaid staff shortly before or after the transition to a private organization; and to all new staff members shortly after they join the organization. Furthermore, the Discovery Center will provide regular refresher training in these essential areas.

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The Discovery Center will encourage and facilitate staff development in relevant professional skills, including providing financial assistance for professional development where appropriate. The Discovery Center will maintain relationships with area education centers such as NHTI, Concord's Community College to help with such purposes.

## COMPENSATION

Staff compensation should be

- (a) Fair: How much would you or I want to be paid if we were doing that job?
- (b) Sufficient to attract and retain talented employees.
- (c) Flexible.
- (d) Performance-based.

As a guide, the Discovery Center should use outside annual salary surveys by organizations such as The Association of Science and Technology Centers, New England Museums Association, NH Center for Nonprofits, American Association of Museums, and Chronicle of Philanthropy.

**Compensation components** will include base salary or wage, and, in line with norms, employer-sponsored medical insurance and possibly a defined-contribution retirement plan; paid vacation time, sick time, and holidays. In the short term the Discovery Center may be unable to afford to provide or subsidize dental or vision care, medical insurance for spouses and families or retirement. The Discovery Center may also provide employees with limited discounts for themselves, family and friends for the Discovery Center admissions, events, services, and merchandise.

**Performance reviews** should be conducted each September, with compensation **merit adjustments** effective on the first day of each fiscal year (January 1) and based on the table below (merit increase percentages to be revised each year before the performance review process). Merit adjustments for partial-year employees will be prorated based on date of hire or date of job change (whichever is appropriate).

Performance Rating →	Greatly Exceeds Expectations	Exceeds Expectations	Meets Expectations	Slightly Short of Expectations	Substantially Short of Expectations
Merit Increase %	Up to 4.0%	Up to 2.5%	Up to 1.5%	0.0%	0.0%

## AT-WILL EMPLOYMENT

The Discovery Center is an "at-will" employer, and, as such, does not guarantee employment. Either the Discovery Center or the employee may terminate the employment relationship at any time, with or without cause, and with or without notice, for any reason or no reason as long as the decision is not based on age, sex, race, ethnicity, country of origin, religion, sexual orientation, veteran status, or disability, consistent with state and federal law.

## Market Analysis

The Executive Service Corps distributed a market analysis entitled *Acquiring and Satisfying Customers* via email on 9 May 2012. That report is an integral part of this Business Plan and is incorporated by reference into it. It is also available by request from the Discovery Center board members or officers.

## Marketing Plan

# McAuliffe-Shepard Discovery Center Business Plan

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The Executive Service Corps has separately distributed a marketing plan entitled *McAuliffe-Shepard Discovery Center 2013 Marketing Plan* on 17 August 2012, which is incorporated into this business plan by reference. It is available by request from the Discovery Center board members or officers.

## Website Strategy

If we are to increase the onsite Discovery Center visitors to an annual rate of 85,000 by December 2015 – representing an increase of 25,000 -- the website needs to play a pivotal role in creating awareness and persuading potential visitors who find the website to visit. As a benchmark, 25,000 annual visitors would be about 625 additional groups of four people each month, while the website currently has from 4,500 to 7,500 unique visitors each month.

We know from the visitors' survey that 29% of current visitors became aware of the Discovery Center through the internet. We also know that only 56% of New Hampshire residents were aware of the Discovery Center, and in two counties, Grafton (37% aware) and Sullivan (41% aware), it was much lower.

Seventy-one percent of visitors are from within a one hour drive of the Discovery Center, which means that 29% are from more than an hour's drive, or most likely visitors from out of state. It is safe to assume that the out of state awareness is significantly less than 56% and probably approaches zero as we move farther from Concord, New Hampshire.

According to the survey, 55% used the internet in planning the current visit. That suggests a very big role for the website in 1) reminding those who are online looking for an activity about the Discovery Center and 2) for persuading those who visit the site to visit the Discovery Center.

### Summary - Role of the Website in Marketing

1. Raise awareness among those who are not aware of the Discovery Center.
2. Persuade those who come to the website looking for activities to visit.
3. Provide easy access to what is happening to promote more visits by members and core customers.
4. Eventually provide online ticketing in order to improve the customer experience, assist in collecting better market intelligence, and free up resources for other activities.
5. Provide online educational experiences that build a regional and national following.

### Strategy

- Awareness Strategy
- Search Engine Optimization
  - Add keywords or Meta Tags to major pages
  - Add links in
  - Add new verbiage with increased keyword density
- Persuade Strategy
- Improve first page
- Compelling copy and graphics
- Improve access
- Simplify the site
- User friendly analysis

### Website Marketing Plan Outline

#### Now

- Understand Website Statistics
- Develop a Management Report – combine web visits with data from the e-newsletter into a monthly report
- Improve the Keywords or Meta tags – Improve the keyword density on 5 to 10 pages – Make sure Alt Tags are helpful and reinforce keywords



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- Start to monitor TripAdvisor.com and similar sites

## Continuous

- Look to increase links in from tourism sites, government, STEM organizations
- Add online booking of tickets, retail sales, donations
- Re-do the website design
- Consider a makeover of the current home page – this might be done on the cheap now.
- Improve content editor - consider a Word Press Site, see below
- Review and adjust for mobile compatibility

## Goals

- We need to see a 25% increase in the monthly unique visitors from 2011, or seek outside Search Engine Optimization (SEO) help.
- Develop Home Grown SEO

## Programs and Services

The Discovery Center provides the following programs and services:

- Exhibits – indoors and outside, primarily interactive
- Planetarium shows
- School Field Trips
- Educational Workshops, Programs and Activities, on- and off-site
- Observatory
- Events
- Gift Shop and Café
- Facility Rentals

**Program Impact Table as of 31 December 2012; Target Goal by January 1, 2015 is 100% 5s**

Program	Effectiveness	Depth	Breadth / Volume	Revenue	Cost	Profitability	TOTAL	Weight	WGTD TOTAL
Exhibits	3	3	2	3	3	2	16	25%	4.00
Planetarium Shows	5	4	5	4	4	5	27	20%	5.40
Educational Programs	4	4	3	2	2	2	17	25%	4.25
Observatory	5	5	4	0	4	0	18	5%	0.90
Events	5	5	5	2	2	2	21	5%	1.05
Gift Shop & Café	4	4	4	2	2	2	18	10%	1.80
Facility Rentals	5	4	2	4	5	5	25	10%	2.50
<b>TOTALS</b>	<b>31</b>	<b>29</b>	<b>25</b>	<b>17</b>	<b>22</b>	<b>18</b>		<b>100%</b>	<b>19.9</b>

5 = Excellent; 4 = Good; 3 = Acceptable; 2 = Needs Improvement ASAP; 1 = Poor; 0 = Not Applicable

## Planetarium Shows

The 103-seat planetarium will continue to provide shows generally five times each day during regular Discovery Center public hours, plus shows for field trips, groups, special evening shows and presentations. "Tonight's Sky" show is updated continually; other shows are rotated on and off the schedule every few months, with a new show opening two to four times per year.

## Exhibits

# McAuliffe-Shepard Discovery Center Business Plan

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The Discovery Center typically has an average of 20 exhibits at any one time. Eighteen of these are permanent, maintained, updated/upgraded on a regular basis, while two are temporary – one major, one minor – and typically rotated every three months.

The 2012 Discovery Center visitor and member surveys identified the need to freshen and upgrade the exhibits, and the Discovery Center intends to respond aggressively and enthusiastically to this need.

Permanent and traveling exhibits are the core experience in the science center, providing visitors an engaging, interactive way to learn about space science, astronomy, aviation and Earth science. They create the environment of a science center and serve as important educational tools as well as entertainment. Changing exhibits, limited exhibit downtime, and updates/upgrades of permanent exhibits are critical to engendering and increasing repeat visitation.

The majority of permanent exhibits incorporate National Science Standards in their design. Permanent exhibits include:

- aviation and aerospace exhibits in the central atrium and second floor;
- a flight school, model light aircraft, and aviation simulators planned for 2014;
- a flight timeline focused on aviation, rocketry and space flight milestones in place by late 2013;
- an Earth science room including remote sensing equipment, a model Earth that can also transform into other planetary bodies as needed, a meteorology station, and satellite imagery of the region;
- an electromagnetic spectrum exhibition, incorporating lasers, visible light and methods of viewing/utilizing light from the non-visible ends of the spectrum including model satellites with New England components, some elements of which are in place now and more to be added in 2013-2015;
- simulators – shuttle, lunar, aviation;
- an exhibit on living and working in space; and
- individual exhibits and a resource room focused on Christa McAuliffe and Alan Shepard, in place by fall 2013.

In addition to education and entertainment, a goal of the Discovery Center is to inspire young people to pursue excellence and careers in science, mathematics, engineering and technology. “Real People, Amazing Jobs” are a component of key exhibits, featuring a person working in a field related to the exhibit (airplane mechanic, space physicist, teacher, astronaut).

Tours, live demonstrations, exhibit-related activities, and informal interpretation by docents will enhance the exhibit experience for school and public visitors and private groups. A flexible staging area in the central atrium allows large group science demonstrations and presentations.

## Education

The Discovery Center will pursue its key educational mission by providing education-oriented exhibits, workshops, planetarium shows, professional development for educators, and events; and by encouraging visits and program participation by families, school groups, scout groups, summer youth camps, and other youth-oriented organizations. The Discovery Center will work with teachers and school administrators to ensure that its programs align optimally with school curricula, and will explore the possibility of allowing students to earn academic credits through completion of the Discovery Center activities. These possibilities include operating a charter school within the Discovery Center [Note: Operation of a charter school is not included within the scope of this business plan.] The Discovery Center incorporates NH Science Frameworks and national STEM Standards/Guidelines in its programs and exhibits.

## Observatory

The Discovery Center’s facility includes a rooftop observatory with a professional astronomical and a solar telescope and “Go To” technology, suitable for nighttime or daylight (solar) observations. The Discovery Center will connect a telescope to a video display and/or provide internet access by late 2013.

# McAuliffe-Shepard Discovery Center Business Plan

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## Events

The Discovery Center hosts several events each year to bring together aviation and space science educators and experts with visitors: Aerospacefest, an aviation and space festival for families; the Astronomy Bowl, a high school competition; a science symposium for educators and the end of each school year; NASA-initiated events such as an International Observe the Moon Night; and events centered around astronomical and space science occurrences and issues.

## Gift Shop and Café

The onsite gift shop, the Science Store, provides a large selection of items for sale that are consistent with the Discovery Center's mission. These include games, models, books, and other items focused on space science, technology, engineering, and mathematics. The purpose of the shop is to generate revenues for Discovery Center operations and to extend the visitor experience.

The onsite café, the Countdown Café, provides light meals, snacks and beverages for the convenience of visitors, and also caters events and facility rental functions. The café contract focuses on creating a partnership between the café operator and the Discovery Center that provides excellent service to Discovery Center visitors, adds value to private rentals, and allows both partners to flourish financially. The current café operator's contract will be extended for one year, and reviewed in 2013 before going out to competitive bid for 2014-2016.

Because the gift shop and café are onsite and consistent with the Discovery Center's mission, they fully qualify as not-for-profit components of the Discovery Center.

## Facility Rentals

The Discovery Center rents portions or all of its facility for business meetings, seminars, group and private functions. We are able to provide tables and chairs, audio-visual equipment, food and beverages and educational programs. The Discovery Center's modern, spacious facility; its convenient access; and its ample, onsite parking have made facility rentals an increasing source of revenue. Recent customers have included family rentals for birthdays, wedding parties, and bar mitzvahs, college and high school reunions, corporate annual meetings, gathers of social service groups, and company parties.

The Discovery Center will continue to promote facility rentals as a source of high-margin revenue, so long as these rentals do not interfere with our educational mission. IRS Publication 588 includes guidance on tax exemption for this type of revenue.

## Fundraising and Development

The development director will be responsible for development and oversight of all of the McAuliffe-Shepard Discovery Center's fundraising activities, supported by the executive director and the board of directors. This function includes:

- Prospect review, donor cultivation, developing a strong and growing donor base
- Soliciting donations from individuals, private foundations, and businesses; coaching and teeing up board and committee members and the executive director to make solicitations; including annual appeals, capital appeals special projects and planned giving.
- Writing, securing and reporting on grants from private foundations, businesses, and government agencies (e.g., NASA, NOAA, IMLS, FAA, Dept. of Energy, Dept. of Education, NEA, NEH).
- Grants and donations from private foundations, businesses, government agencies, and individuals. Grants and donations may be money, exhibits, equipment, or services (such as providing speakers, internships, volunteers, promotion, sponsorship, or other support).

# McAuliffe-Shepard Discovery Center Business Plan

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- Memberships offered to individuals and organizations.
- Development partnerships and alliances.

## ALLIANCES

The Discovery Center establishes alliances with various other STEM organizations to share ideas and resources and to coordinate events. Among those organizations are:

- NASA – resources from Headquarters and Centers including Jet Propulsion Laboratory, Goddard Space Flight Center, Johnson Space Center.
- Smithsonian National Air and Space Museum – historical artifacts, networks.
- UNH Institute for the Study of Earth Oceans and Space – expert consultation.
- Harvard-Smithsonian Center for Astrophysics – guest speakers and consultation.
- Society of Experimental Test Pilots – funding, program and exhibit support.
- Association of Naval Aviation – funding and exhibit support.
- Plymouth State University – meteorology consultation and internships.
- Dartmouth College – expert consultation and internships.
- Daniel Webster College – Aviation Sciences consultation and internships.
- Sea-Lake-Summit-Sky – program collaboration with Squam Lakes Science Center, McAuliffe-Shepard Discovery Center, Seacoast Science Center, and Mt. Washington Observatory.
- NH Astronomical Society – night sky viewing with telescopes and program support.
- NH Aviation and Space Education Council – workshops, content support, outreach.
- NH Aviation Historical Society – program and exhibit collaboration.
- NH Public Television – exhibit and show content, program collaboration.
- NH Department of Education – state educational frameworks guidance, networks, outreach.
- NEA, NEH and NH affiliates, IMLS – funding source.
- School Districts (NH, ME, VT, No. MA) – content guidance and outreach.
- NH Space Grant Consortium – UNH, Dartmouth, McAuliffe-Shepard Discovery Center, PSU, H.A. Rey Center, Mt. Washington Observatory, Community College System of NH, FIRST – funding, collaborations, shared expertise
- NHTI, Concord's Community College – internships, work-studies, volunteers, program and exhibit support.
- Mt. Washington Observatory – Earth Sciences consultation and support.
- Civil Air Patrol – Aviation support, programs.
- Aircraft Owners and Pilot's Association – General Aviation support and consultation.
- Experimental Aircraft Association – Aviation expertise and consultation.
- National Museum of Naval Aviation – artifact loans.
- US Naval Institute – archive data.
- Aerospace Industries Association – program support.
- Association of Science-Technology Centers, American Alliance of Museums, New England Museums Association – networking, resources, and professional development.

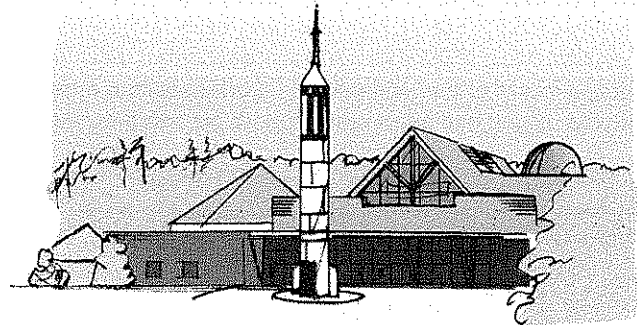
## Facilities

The McAuliffe-Shepard Discovery Center occupies a 45,223 square foot facility, including a 9,000 square foot planetarium facility constructed in 1990, a 1997 1500-square-foot program space expansion, plus a 34,123 square foot addition built in 2009. The entire facility is heated and air conditioned for year-round operation. The Discovery Center will lease the facility from the State of New Hampshire for \$1 per year through a 10-year renewable lease beginning in January 2013. Highlights of the facility are:

- Two floors devoted to air and space exhibits, totaling 13,000 square feet of exhibit space.
- A 103-seat planetarium with state of the art Digital Sky full-dome video system, one of the most advanced in New England.
- A stunning 50-foot-high central atrium space.

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- Two floors devoted to air and space exhibits, totaling 13,000 square feet.
- A Rooftop Observatory with telescopes including a 16" computerized telescope; 10 person capacity.
- Multi-purpose classroom, event and meeting spaces (1 large; 2 smaller), and flexible exhibit and event space (portable stage and seating in main hall) to accommodate traveling exhibits and special events.
- Café and Gift Shop – offering an inexpensive, quality dining experience and fun science-related items from around the universe.
- Administrative offices with board room meeting area (upper level) and volunteer station (lower level).
- Large workshop for creating and maintaining exhibits.
- Outdoor picnic exhibit areas and picnic spaces, featuring gardens, a rocket plaza with a 92-foot-high Mercury Redstone rocket replica and a science playground.
- Parking Lot with 125 parking spots for visitors, three parking spots for school buses with a covered drop-off grand entrance.



## Finance and Administration

### Financial History and Outlook Summary

The Discovery Center has a 2013 operating budget of \$1.3 million. This is down substantially from earlier years due to the absence of the NH state funding and charges from previous years.

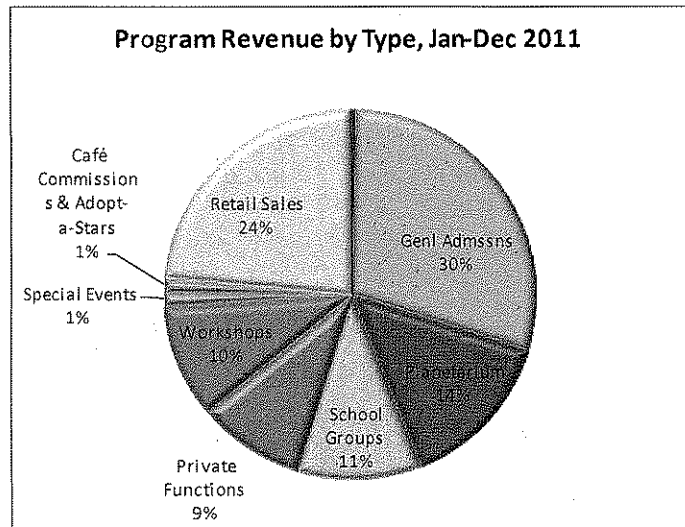
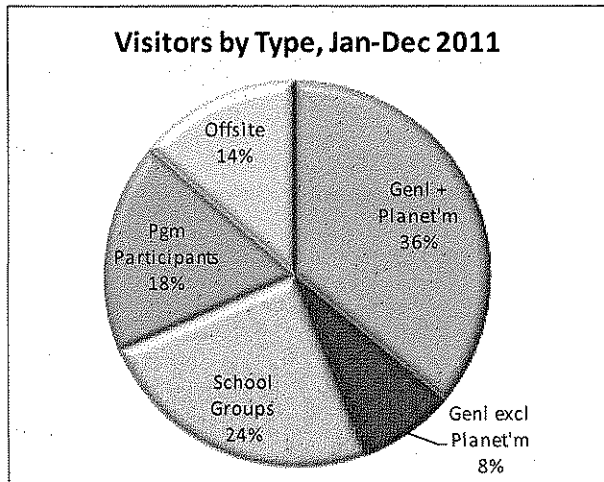
**Table A-1: Statement of Revenues and Expenses (Unaudited)**

	<i>Pro Forma, for Years Ended June 30</i>			Forecast	Budget
	2010	2011	2012	Jul-Dec	YE Dec 31
				2012	2013
<b>Revenue</b>					
Program Revenue	\$ 616,922	\$ 561,849	\$ 522,254	\$ 226,751	\$ 691,503
Contributions & Grants	469,087	265,229	172,197	85,348	538,497
NH State Funding	812,498	874,233	1,192,274	388,208	70,000
Investment Income	-	-	-	-	-
<b>Total Revenue</b>	<b>1,898,507</b>	<b>1,701,311</b>	<b>1,886,725</b>	<b>700,307</b>	<b>1,300,000</b>
<b>Expenses</b>					
Staff Costs	1,223,909	1,177,627	1,079,479	491,647	884,817
Occupancy excl Bonds	183,074	208,617	224,086	93,905	184,912
Program Costs, N.E.C.	94,448	110,046	141,694	114,343	150,735
NH State Charges (incl Bonds)	225,115	158,423	379,978	99,121	1
Other Costs	171,961	46,598	61,488	25,366	79,535
<b>Total Expenses</b>	<b>1,898,507</b>	<b>1,701,311</b>	<b>1,886,725</b>	<b>824,382</b>	<b>1,300,000</b>
<b>Net Periodic Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (124,075)</b>	<b>\$ -</b>

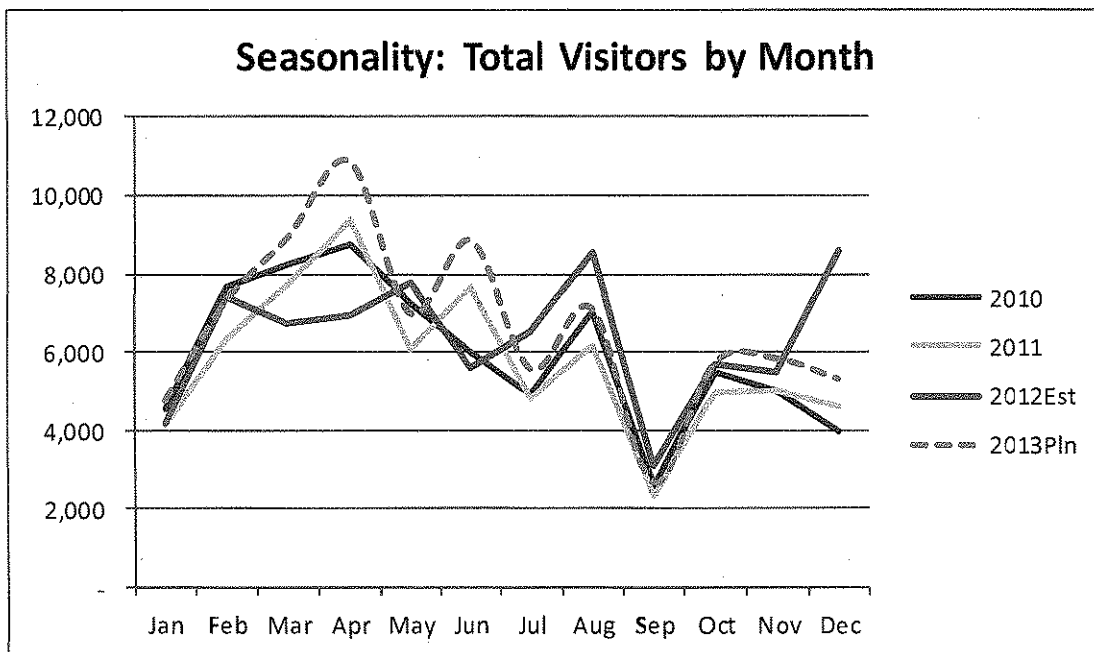
# McAuliffe-Shepard Discovery Center Business Plan

## SOURCES OF REVENUE

Revenue from programs and services is closely tied to the number of visitors. The pie charts below are for January – December 2011, but the patterns have been fairly consistent over the years. General-public visitors comprise 44 percent of the total. Most (36%) visit the Discovery Center, view the exhibits, and attend a planetarium show. School groups comprise about a fourth of the total visitors. Workshops and other programs attract 18 percent of the total, and the Discovery Center visits to schools and other venues brings our exhibits and speakers offsite to 14 percent of our total customer base.

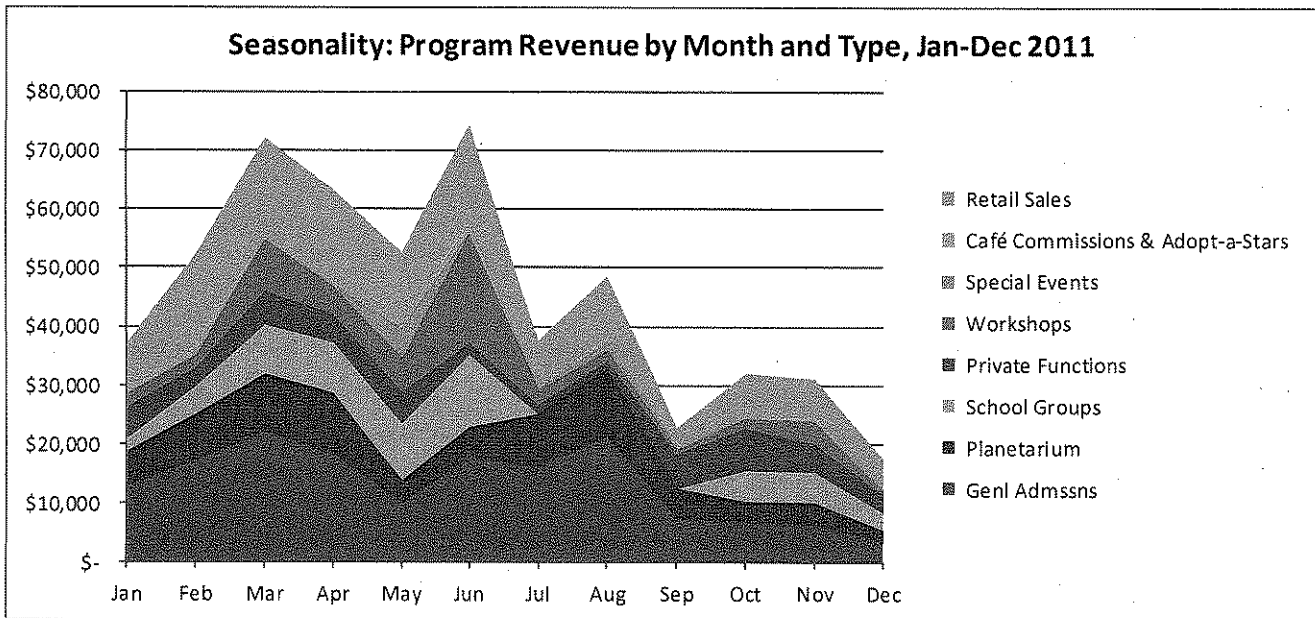


Activity is highly seasonal, as one would expect, and as shown in the line graph below. Visitor numbers peak February through May, with an influx of school field trip and school vacation visitors; summer visitors are mainly general public; visitation is generally weak in fall, largely due to the school calendar, and general tourism patterns (fall is outdoor / foliage time in NH).



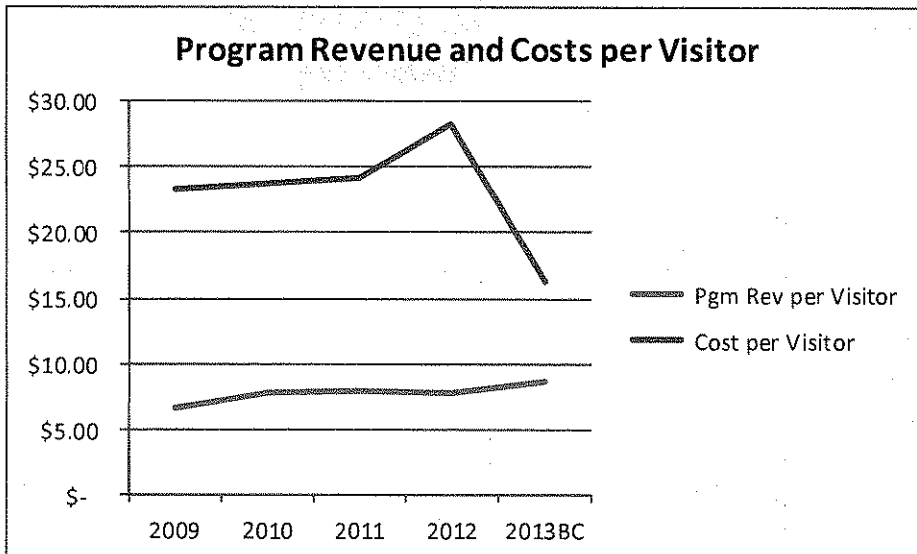
Revenue seasonality, except for private functions, is consistent with the visitation pattern, as shown in the next graph.

# McAuliffe-Shepard Discovery Center Business Plan



The Discovery Center can respond to and perhaps mitigate this revenue seasonality by adjusting days and hours of operation, pricing, programs, and promotional efforts, including targeting market segments appropriate for each season and focusing efforts on making its outdoor areas – especially the science playground – a strong draw for families, especially during the summer and fall seasons.

Program revenue is expected to cover only half of the Discovery Center’s future costs, as shown in the graph below. The sharp decline in costs per visitor in 2013 is primarily due to the elimination of the facility construction bond payments, which peaked in fiscal 2012 at \$379 thousand, or \$5.70 per visitor. Also contributing to the decline in per-visitor costs are overall cost reductions plus a planned 19 percent growth in visitors.



**Notes:**

2009-12 data is on a July 1 to June 30 basis. 2013 Business Case data is on a going-forward January to December fiscal year.

Costs per visitor in 2009-12 include facility construction bond repayments, which have no counterpart in 2013 and beyond.

# McAuliffe-Shepard Discovery Center Business Plan

## EXPENSES COMPONENTS AND TRENDS

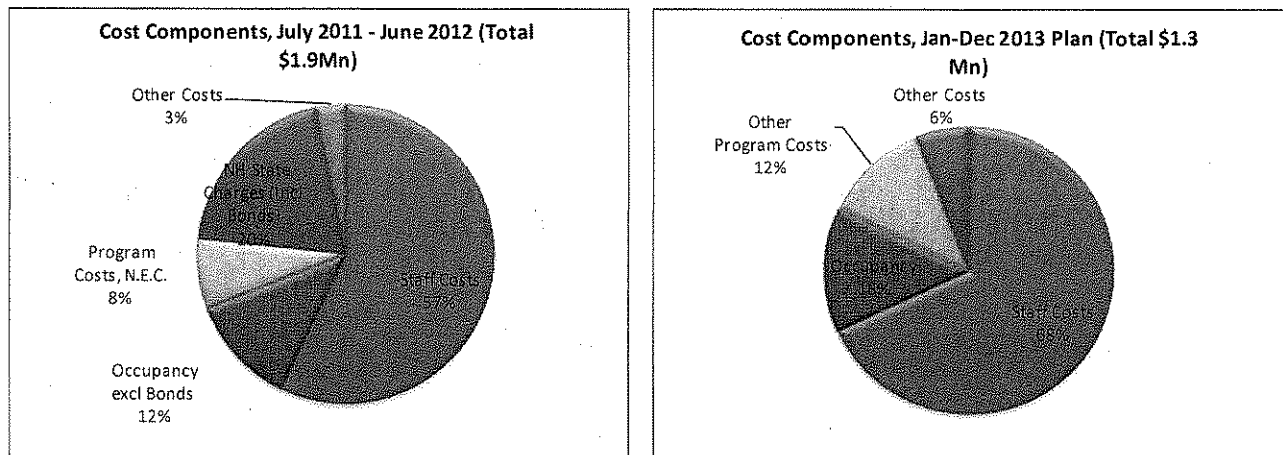
The Discovery Center plans to spend \$1.3 million during each of the next few years. That total is down sharply from the \$1.9 million spent by the predecessor state agency in the fiscal year ending 30 June 2012. The reasons for \$0.6 million planned savings are:

- \$400 thousand saved from elimination of the facility construction loan repayments.
- \$200 thousand saved from reduced staffing, reduced benefit levels and increased use of volunteers. \$70 thousand in anticipated facility maintenance savings because the State of New Hampshire will retain responsibility for certain maintenance responsibilities.

These savings are partially offset by having to fund certain services, such as insurance, that were previously handled by the State.

After the Discovery Center spinoff, staff costs will represent two-thirds of total costs. Most of these staff costs are relatively fixed, but the Discovery Center will have some flexibility in its scheduling of part-time staff. Occupancy costs are primarily energy (natural gas and electricity) and maintenance, and vary slightly with hours of operation. "Other Program Costs" are primarily exhibit and show rentals, program equipment and supplies, and speaker fees. "Other Costs" consist primarily of advertising and promotion and various administrative costs.

The graphs below show the principal cost components by major account for the July 2011 – June 2012 fiscal year, and for the January – December 2013 fiscal year.



## Expenses and Profitability by Program or Service

Expenses and profitability by specific program or service is difficult to determine and interpret, because most of the costs are essentially fixed facility and staffing costs. Nevertheless, the Discovery Center will endeavor in the future to evaluate its various actual and proposed services based in part on their financial profitability.

## BALANCE SHEET

The Discovery Center will start its "life" on 1 January 2013 with a \$227,000 cash and cash equivalents balance to cover working capital requirements. Its other assets will principally comprise pledged grants and donations, owned exhibits, furniture and fixtures, supplies inventory, and, at times, minor prepaid expense assets, such as prepaid insurance premiums.

There should be no material liabilities, but at any balance sheet date there are likely to be accrued short-term liabilities for outstanding payroll, accrued holiday and vacation time, and unpaid invoices, generally not exceeding one month's operating



## McAuliffe-Shepard Discovery Center Business Plan

expenses. The building will continue to be owned by the State of NH and leased to the Discovery Center for \$1 per year under a ten-year, renewable lease agreement.

<b>Table A-2: Statement of Financial Position (Unaudited)</b>					
	<i>Pro Forma as of June 30,</i>			Dec 31,	Dec 31,
	2010	2011	2012	2012	2013
<b>ASSETS</b>					
Cash & Cash Equivalents	-	-	-	227,000	227,000
Marketable Securities	-	-	-	-	-
Grants & Fees Receivable	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Exhibits and Supplies	-	-	-	-	-
Property, Plant & Equipment	-	-	-	-	-
Other	-	-	-	-	-
<b>Total Assets</b>	-	-	-	227,000	227,000
<b>LIABILITIES</b>					
Accounts and Notes Payable *	-	-	-	-	54,167
Other Current Liabilities	-	-	-	-	-
Noncurrent Liabilities	-	-	-	10	9
<b>Total Liabilities</b>	-	-	-	10	54,176
<b>NET ASSETS OR (LIABILITIES)</b>	-	-	-	226,990	172,824

\* Accounts and Notes Payable are assumed to average one month's expenses (\$1.3 Mn / 12 months).

### Transaction Processing, Accounting, Controls and Compliance

The Discovery Center has been using the State of New Hampshire's transaction processing, accounting and controls systems. Beginning 1 January 2013, the Discovery Center will utilize new procedures and systems to process all receipts and disbursements, and to manage accounting and financial reporting.

- Program fees, grants, and other receipts will be processed internally and deposited in either a federally-insured bank account or an appropriate investment account.
- Payroll-related processing will be done through a third-party provider specializing in such services.
- All other payables will be processed internally and through a federally-insured bank account.

The Discovery Center will develop and utilize an appropriate accounting system to generate invoices and make payments, utilizing Intuit's Quickbooks fund accounting software running on secure in-house hardware and properly backed up. Training will be provided to the finance and administration director and at least one other full-time employee.

The key purpose of accounting is to safeguard an organization's assets. The Discovery Center will utilize the above-mentioned accounting services, including its built-in checks and balances, for proper general ledger and fixed asset accounting.

The Discovery Center will perform a full accounting close each month, and generate timely reports for the executive director. Quarterly and year-end reports will be provided to the board of directors. The Discovery Center will provide stakeholders and the public with appropriate financial information as well as, of course, the required IRS Form 990.

The Discovery Center's board of directors will hire an external, independent accounting firm to conduct an annual review of the financial reports and controls, and respond promptly if any material issues arise.

# McAuliffe-Shepard Discovery Center Business Plan

The Discovery Center will maintain and enforce an **expense approval table** to ensure proper, independent signoffs for all expenditures. It may be modified from time to time with approval from the board of directors.

## EXPENSE APPROVAL LEVELS – EFFECTIVE 1 JANUARY 2013

Approval By	Contracts With Total Value	Asset Purchases or Lease Total Value	Routine Disbursements within Budget
Board of Directors Executive Committee	> \$25,000	> \$25,000	> \$50,000
Executive Director	Up to \$25,000	Up to \$25,000	Up to \$50,000
Finance Director	Up to \$5,000	Up to \$5,000	Up to \$10,000
Other Staff Officers	Up to \$2,500	Up to \$2,500	Up to \$2,500
Bookkeeper	-	-	Up to \$1,000

To ensure proper controls, all payments require approvals from two individuals, except for budgeted, routine disbursements to established vendors for under \$1,000.

## Reporting, Planning and Forecasting

The Discovery Center will prepare an annual budget, which must then be approved by the board of directors. Monthly and quarterly reporting will track actual results and forecasts against that budget. This information will be provided to the board of directors at least quarterly.

## Information Technology

The Discovery Center will obtain the majority of its information technology support and other services, including application support, telecommunications, security and backups, from a third-party provider of such services, and may employ a part-time staff member to interface with the third-party vendors, or assign this responsibility to a full-time staff member as part of his/her duties.

## Risk Management & Security

Risk management consists of (a) risk identification; (b) risk avoidance, including security; (c) risk mitigation, including insurance.

### RISK IDENTIFICATION

The key risks which the Discovery Center faces are:

- A drop in the number of visitors, and therefore in program fees, caused by reduced interest in the Discovery Center's programs and services, increased competition from alternative venues, weather patterns, regional economic weakness, or long-term demographic changes. The Discovery Center must compete with other regional STEM-oriented educational resources as well as other youth-oriented entertainment attractions. Nevertheless, the Discovery Center is the largest youth-oriented dedicated STEM facility in New Hampshire. The other similar facilities include the Seacoast Science Center (60 miles distance); Squam Lakes Science Center (20 miles distance); Montshire Museum (60 miles distant); Boston Science Museum (60 miles distant). The Discovery Center's on-site visitor levels are sensitive to weather, being adversely affected by especially good weather (when potential visitors prefer outdoor activities), hence the need for an outdoor component (science playground).
- An inability to obtain sufficient grants and other donations which are necessary to supplement the program fees.
- Loss of key officers or other staff members.

Other notable risks are:

# McAuliffe-Shepard Discovery Center Business Plan

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- Health and safety risks to staff and visitors, due, for example, to the use or misuse of exhibits, or inappropriate conduct with visitors.
- Facility risks to the structure, systems, furniture and fixtures, machinery and equipment (damage, theft, loss, obsolescence).
- Unexpected costs; loss or theft of funds.
- Data risks (loss, damage or theft of data related to staff, visitors, donors, or key operational activities).
- Legal risks (regulatory compliance, litigation).
- Legislative actions that affect the lease or amount of funds allocated to start-up costs or facility maintenance.

## RISK AVOIDANCE

Risks will be mitigated primarily through the following actions:

- Ongoing monitoring of visitors and the market, including awareness and impressions of the Discovery Center; linked to the ability to rapidly change hours of operation, pricing, and other attributes.
- Active partnering with donors and potential donors to solicit support and ideas.
- Employee job rotation, training (including periodic refresher courses), and succession planning.
- Facility design, both interior and exterior, including full compliance with local fire codes and OSHA regulations.
- Financial controls to safeguard financial, physical and intangible assets.
- Electronic data controls, including security and backup systems.
- Adherence to a Document Retention and Destruction Policy.
- Adherence to an employee Conflict of Interest Policy.
- Adherence to an employee Whistleblower Policy.
- Procedures and staff background checks, to mitigate the potential for inappropriate behavior with visitors.
- Security duties and training for frontline staff.

## RISK MITIGATION

The Discovery Center will mitigate market risks through adjusting hours of operation and programs based on weather, competition, regional economic conditions.

The Discovery Center will maintain appropriate levels of insurance covering: property & casualty (including exhibits coverage); directors & officers; and general liability. The Discovery Center will not need insurance coverage for the facility itself, as it will remain owned by the State of New Hampshire, but may choose to purchase coverage for the amount of the State's catastrophic coverage deductible (\$1 million).

## Legal

The Discovery Center must comply with all federal, state and local laws and regulations applicable to a 501(c)(3) organization. These relate primarily to governance, reporting, and staffing. The Discovery Center must maintain the staff, systems and procedures to comply with these requirements. Additionally, it will utilize outside legal counsel where appropriate.

## Communications

The Discovery Center will engage in active, ongoing, two-way communications with all of its key stakeholders: the board of directors and staff; donors, members and other supporters; visitors; area schools; and the general community.

Communications will include newsletters; an active website; active social media participation; and personal visits to schools, area businesses, and civic organizations; timely reporting on all grants as required by the grantors; and an annual report. The 2012 visitor and member surveys highlighted the importance of word-of-mouth communication, and reminds us that every board and staff member, donor, supporter, and, indeed, every stakeholder, is part of the Discovery Center's communications team.

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It is the executive director's responsibility to ensure that communications with the various stakeholders are consistent and timely. But the specific communications will be managed by the directors of marketing and development.

- External communications with donors, members, sponsors, other supporters, visitors, area schools, and the general community.
- Internal communications with trustees, officers and staff

## Organizational Social Responsibility

The Discovery Center strives to operate in a manner that is sensitive to the natural environment and to the community and wider society in which it exists. Specific actions to pursue environmental sustainability and overall organizational social responsibility (OSR) are:

- Include environmental sustainability and organizational social responsibility measurements in the key performance indicators regularly reported to the board.
- Include these indicators in the staff performance goals, so that they affect promotions and compensation.
- Minimize energy use and carbon emissions, primarily through facility management and operations.
- Minimize waste through our purchasing, usage, and disposal / recycling.
- Make OSR an explicit factor in the vendor selection process.
- Incorporate OSR as a component in our exhibits and educational activities.

## Key Performance Indicators and Contingency Actions

The following key performance indicators (KPIs) will help the Discovery Center remain on course to achieve its objectives. They can be viewed monthly, quarterly, and annually:

- Operational KPIs
  - Total Facility Operation Hours
  - Facility Utilization Index
  - Energy use (electricity kWh and gas cf)
  - Water use (gallons)
  - Waste generated (cf?)
- Market & Program KPIs
  - Total Visitors (onsite and offsite, first-time and repeat)
  - Total New Exhibits, Shows & Events
  - Total New and Repeat Private Rentals
  - Quality Rating of Exhibits, Shows and Events
  - Net Promoter Index
- Financial KPIs
  - Total Earned Revenue
  - Total Contributed Revenue
  - Total Expenses
  - Net Working Capital
  - Projected Cash Balance +1M, +2M, +3M
- Development KPIs
  - Total Members
  - Total Donors + In-Kind Supporters
  - Increase in Member and Donor Levels

The Discovery Center must monitor its KPIs, compare them with targets, and be prepared to trigger contingency actions if any of them exceed certain predefined thresholds.

## McAuliffe-Shepard Discovery Center Business Plan

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Contingency actions may be program and revenue-related: changing opening hours, adjusting pricing, and/or adjusting marketing strategies, for example. Other contingency actions may be cost-related, such as delaying exhibit rotations, canceling some least-effective programs, and/or reducing staff costs.

As of October 31, 2012, during the transition period active fundraising for the new McAuliffe-Discovery Center has not yet begun; fundraising plans are in the early stages of development on the board level, and staffing needs to be augmented to bring on development assistance. The executive director will be able to focus strongly on fundraising once all administrative pieces are in place for the new Discovery Center.

Consequently, the Discovery Center must plan for a 1st quarter (Q1) budget that utilizes only start-up funds from the State (\$227K) and Touch the Future (~\$40K), plus anticipated Q1 revenues from earned income and memberships based on a three-year average of past earned Q1 revenues of \$178K; and it must not plan to spend all of the State and Touch the Future funds in case earned revenues are below target in Q1 or Q2-Q3.

As funds are brought in, staff and programs can be added to achieve the \$1.3M scenario of full staffing and full program offerings. While this may result in qualified staff from the former State Agency Discovery Center not being available for hire in Q2/Q3, the alternative would result in an unacceptable deficit.

For Q1, full-time staffing will include the executive director, plus five additional key positions, and recruitment will begin for the development director. Part-time staffing will be at the level of 6-7 full time equivalent (FTE) positions. Traveling exhibit rental will be delayed for one month. Medical coverage may be for staff only, not for spouses or family. This will result in a projected Q1 ending balance of \$195K.

As soon as general operating funds of \$75,000 in contributed revenue are secured, recruitment will begin for a director of finance and administration. As soon as an additional \$75,000 in contributed revenue exceeding target is secured, recruitment will commence for a marketing director. As funds are secured for grant-funded positions (typically for education team members), those positions will be brought on for the duration of the grant funding.

Contributed revenues and/or earned revenues exceeding target will result in bringing on additional staff, bringing in additional traveling exhibits, and other costs, leading to a migration from the 2013 Start-up budget to the planned \$1.3M business plan budget. New/above target funds must be at least \$5,000 in excess of costs for a full-year's funding of a full-time position's salary and benefits before any commitments are made for filling each additional full-time staff position. With the increased revenues, the Board of Directors, in consultation with the executive director, may opt to increase pay and benefits to current staff up to the \$1.3M budget's salary levels and/or increase program funding up to the \$1.3M budget level, before bringing on additional staff, once the positions for development director, finance and administration director, and marketing director are filled.

Anticipated earned revenues and memberships based on prior three-year average (two-year average for Q4) and \$1 general admission price increase:

Q1	\$178,000
Q2	\$192,000
Q3	\$109,000
Q4	\$ 99,000

In order to fulfill its mission, the Discovery Center will focus on its services to the public while steadily increasing its revenue stream so that it can migrate to its sustainable budget level of \$1.3M with an operating surplus that grows year by year, as soon as possible. Target date for this full transition to a sustainable level of operations is September 1, 2013.

# McAuliffe-Shepard Discovery Center Business Plan

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## Appendices

### Appendix 1: Board of Directors Biographies

#### **PAMELA A. BELLINO**

A manager in the natural gas industry with 35 years of proven leadership experience in operations, customer service, labor relations, process improvement, and project management, including the execution of major cost reductions and productivity initiatives, and the motivation and development of employees, Bellino is currently director of customer service operations for Unitil Service Corporation and is responsible for a \$12 million budget. She is a graduate of Eastern Nazarene College and has had extensive board experience.

#### **TRICIA A. BOUCHER, CPA**

A Certified Public Accountant with 15 years of experience with the well-established accountancy firm Nathan Wechsler Company of Concord, NH, Tricia Boucher has many clients who are private non-profit charitable corporations, and serves as Treasurer of the Board for her church. She and her children are frequent visitors to, and passionate supporters of, the Discovery Center.

#### **FREDERICK BRAMANTE**

Past chair of the NH Board of Education, Bramante was a middle school science teacher who founded Daddy's Junky Music Store - which eventually grew into the 14th largest music product retailer in the United States. His innovative advocacy for student-centered mastery of learning led to meaningful redesign of education policy in New Hampshire. Bramante has a bachelor's degree in science from Keene State College and a master's degree in organizational leadership from Plymouth State University.

#### **RICHARD CANTZ**

Director of public policy and advocacy for Goodwill Industries of Northern New England, a private non-profit charitable foundation, Cantz's position entails working with legislators in the Northern New England states and numerous public advocacy groups. Cantz previously served as vice-president of resource development for the United Way of Greater Portland. He graduated from Springfield College with a degree in Clinical Psychology and his first work was with foster care services.

#### **SHARON ENG (CURRENT BOARD SECRETARY)**

Eng is president and co-owner of Contract Support Group, a contract manufacturing company specializing in electromechanical assembly located in Belmont, New Hampshire. Previously, she was director and founder of the Avalon Education Foundation in Hong Kong. Earlier in Hong Kong, she served in a variety of volunteer roles at the Chinese International School and at Crossroads International, organizing donations of furniture and clothing sent to Kosovo during that conflict. In the 1990s, Eng worked as a senior principal consultant at the Hay Group, the Asian regional headquarters of a human resources consulting firm. She has also worked as an investment broker, research and development engineer and as an investment engineer. She earned a BS degree from Vanderbilt University and an M.Ed. from the University of Hong Kong.

#### **PAUL HIGGINS**

A life-long New Hampshire resident who spent 18 years teaching automotive technology at the college level and was a self-employed automotive technician, Higgins is the founder of the Alex Higgins Memorial Space Camp Scholarship Program, which has sent 38 NH students to Space Camp over the past 11 years. Higgins has served on the Massabesic Audubon Center and the NH Audubon Society, and is a founding member of the Manchester NH Chapter of the Compassionate Friends (an international support group for bereaved parents). He has a B.A. in Education from Keene State College.

# McAuliffe-Shepard Discovery Center Business Plan

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## **ROBERT INTRONE**

Introne is a retired Air Force Officer and Meteorologist who served six terms in the NH legislature, including the House Committee on Science and Technology. A Pennsylvania State University graduate with a BS and an MS from Colorado State University, he has served on the boards of the Sports Car Club of America, Program Committee of the American Meteorological Society, America Legion, and Military Officers Association.

## **JAMES R. MacKAY, Ph.D. (CURRENT BOARD CHAIR)**

A psychotherapist in private practice, Dr. MacKay has also served as a university professor, a director and coordinator of Community Mental Health Services, a major in the Medical Service Corps of the US Army Reserve, past mayor of Concord and a six-term state legislator. MacKay is current Chair of the NH Suicide Prevention Council, Vice-Chair of the Merrimack Valley Assistance Program (HIV/AIDS), a member of the City of Concord Airport Advisory Committee and the McAuliffe-Shepard Discovery Center Commission, a member of the Board of Directors of Goodwill Industries of Northern New England, Touch the Future, Inc., The Children's Lobby, NH Child and Family Services, and serves on the Suicide Fatality Review Board and the Executive Committee of the Merrimack County Legislative Delegation.

## **COL. WILLIAM MORAN**

A retired Air Force Colonel with a distinguished career as a pilot, instructor pilot, evaluation pilot and member of the Society of Experimental Pilots, Col. Moran commanded the 46th Bomb Squadron. During his command, Moran's Squadron received the Air Force Outstanding Unit Award. After serving in increasingly significant assignments, his last as the Vice Commander of the Air Warfare Center at Nellis Air force Base in Nevada, Col. Moran worked as a small business account executive at an insurance agency. Presently, he is the New Hampshire Wing Commander of the NH Civil Air patrol. He graduated from the University of Rhode Island and immediately joined the USAF after graduation. He was a Distinguished Graduate of Officers Training School and then completed USAF pilot training.

## **STEVEN MURPHY (CURRENT BOARD TREASURER)**

The senior vice president, chief financial officer and treasurer of Associated Grocers of New England, Inc., Murphy has had 24 years of experience in the grocery industry. The scope of his responsibilities at Associated Grocers include corporate accounting, corporate finance, IT systems and loss prevention. He serves on many committee assignments as part of the Executive Management Team of Associated Grocers of New England. Murphy has a BS in Business Administration from Boston University and an MBA from Southern New Hampshire University. He is a CPA and CGMA.

## **NANCY NADEAU**

Vice President for Administration at Bellwether Community Credit Union, Manchester, Nancy Nadeau has had major responsibility since 1994 for planning, directing and overseeing all human resources and administrative functions including HR, payroll, facilities, security, training and business continuity. Nadeau has served on the Make-A-Wish Foundation of New Hampshire, Dress for Success, Volunteer NH, Saint John the Evangelist Church-Holiday Fair Chair, New Horizons for New Hampshire and as a Guardian ad Litem for CASA of New Hampshire. Nadeau has an A.A. in Business Administration from Southern New Hampshire University.

## **REP. WILLIAM REMICK**

A retired science educator and four-term member of the New Hampshire House of Representatives serving on the Standing Committee on Science, Technology and Energy, Remick served four years in the United States Air Force. He has served as an educator in several significant capacities in this and other countries, and has served on elected school boards in addition to his professional work. Remick has a BA in Education from Keene State College and an M.S. from Southern Connecticut State College.

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### JAYME SIMOES

President of Louis Karno and Company Communications, LLC, Simoes manages all accounts for this company he founded in 1999, including directing the firm's strategy and marketing efforts. He was recently honored with the Advertising and Public Relations Award from the New Hampshire Travel Council. Simoes is a past president of the Public Relations Society of America - Yankee Chapter and is a 2003 recipient of the Union Leader's "40 under 40" award which honors New Hampshire's outstanding young professionals.

**[Senate President Appointee: TBD, in place by January 2013]**

**[Speaker of the House Appointee: TBD, in place by January 2013]**

### JEANNE T. GERULSKIS

In her capacity as executive director, Gerulskis is an *ex officio* member of the board of directors.

She has been in the museum field for 22 years, with 15 years as the executive director of a science museum, the McAuliffe-Shepard Discovery Center (formerly called the Christa McAuliffe Planetarium from 1998-2008), five years as senior curator of programs and three years as program coordinator at Ketchikan Museums, a history and anthropology museum and Native American cultural center. Gerulskis is currently leading the transition of the Discovery Center from a state museum to a nonprofit operation, the McAuliffe-Shepard Discovery Center Corporation. Gerulskis holds a B.A. in economics from Williams College, where she also studied genetics, multi-variable calculus, chemistry, physics, art history and studio art. Under her leadership, the Discovery Center expanded from a stand-alone planetarium to a 45,000 square-foot science center with interactive science and engineering exhibits, a planetarium, science programs and an observatory, became a NASA Space Grant Affiliate Institution and NASA Educator Resource Center.



# McAuliffe-Shepard Discovery Center Business Plan

## Appendix 2: Transition and Outreach Plan 2012

The following tasks must be completed as part of the Discovery Center's transition from a state agency to an independent, not-for-profit corporation. Note: **C** = Task Completed; **P** = Task in Process; **O** = Task Not Started

### GOVERNANCE, ORGANIZATION & STAFFING

- C Create Board of Directors
- C Create Business Plan & submit to the Fiscal Committee of the General Court
- P Complete the Discovery Center legal formation
- P Define new organization structure, staffing & compensation structure
- P Create policies and procedures documents
- O Conduct staff workplace training

### MARKETING

- C Conduct Market Analysis
- C Conduct Summer '12 Marketing Campaign
- C Create Marketing Plan (4Ps, etc.)
- P Improve online presence
- P Update website & social media sites
- O Aggressively publicize schedule

### PROGRAMS & SERVICES

- P Improve exhibits
- P Address visitor survey suggestions
- P Improve exhibit turnaround w/ 3-Yr Plan
- P Analyze program offerings' ROI
- O Optimize schedule of exhibits & events
- O Collections Handling
- O Collections policies & procedures document
- O Implement collections policies & procedures

### FUNDRAISING & DVLPT

- O Start \$450K/yr fundraising campaign
- O Improve donor acknowledgment program

### FACILITIES

- C Compile full equipment inventory per HR1274
- O Conduct energy audit & implement
- P Fix planetarium roof & theater seats
- O Install security cameras
- P Improve outdoor facilities
- P Spruce up facility
- P Establish facility lease with State of NH

### FINANCE & ADMIN

- O Transition Procedures & Accounting
- P Select bank, payroll, and audit vendors
- O Establish financial control procedures
- P Select & develop new accounting system
- O Review & migrate all the Discovery Center contracts
- P Establish 12/31/12 financial baseline
- P Information Technology
- O Select IT vendor
- P Dvlp VISTA & Crystal visitor statistics
- P Risk Management & Security
- P Dvlp & implement IT security
- P Dvlp & implement workplace security
- P Obtain appropriate insurance

## McAuliffe-Shepard Discovery Center Business Plan

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- P Expense Optimization
- C Minimize staff-related costs
- C Ensure access to State of NH's purchasing discounts

### COMMUNICATIONS

- P Conduct Transition Outreach
- P Regular staff communications
- P Create Transition Message & Outreach Team
- P Visit or write to donors & supporters
- P Identify & visit area youth and civic organizations
- O Identify & visit area partners & supporters
- O Identify & visit area schools
- O Communicate Reopening
- O Invite Key Stakeholders to Reopening
- O Send Letter to Staff
- O Announce Reopening to Public

### GRAND REOPENING

- O Grand Reopening Event

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# McAuliffe-Shepard Discovery Center Business Plan

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## Appendix 3: Conflict-of-Interest, Whistleblower and Harassment Policies

### CONFLICT OF INTEREST POLICY

The reputation of McAuliffe Shepard Discovery Center is contingent upon adherence to the highest principles of fairness, honesty and integrity. It is vital that these principles be upheld and that the highest standards of conduct be maintained in all activities. It is the expectation of the Discovery Center that employees will avoid any activity or behavior that could conceivably be deemed by others as inappropriate or to negatively reflect upon the Discovery Center. Employees are therefore expected to refrain from:

- Participation in any commercial activity involving the Discovery Center in which the employee or any member of the employee's family or a personal friend has a personal interest.
- Acceptance of any gift or other favor that might be reasonably deemed by others to influence the employee's judgment or actions with regard to the Discovery Center.
- Use of any proprietary or confidential information learned in the course of employment by the Discovery Center for other than Discovery Center work-related purposes.

Furthermore:

- Employees who accept additional employment outside of the Discovery Center shall report such employment to their immediate supervisor.
- Employees must promptly report any *potential* conflict of interest – that is, any circumstances that could cause concern – to their immediate supervisor.

### WHISTLEBLOWER POLICY

A Whistleblower as defined by this policy is an employee of McAuliffe Shepard Discovery Center who reports an activity that s/he considers to be illegal or dishonest to one or more of the parties specified in this Policy. The Whistleblower is not responsible for investigating the activity or for determining fault or corrective measures; appropriate management officials are charged with these responsibilities.

Examples of illegal or dishonest activities include violations of federal, state or local laws; billing for services not performed or for goods not delivered; and other fraudulent financial reporting.

If an employee has knowledge of or a concern of illegal or dishonest fraudulent activity, the employee is to contact his/her immediate supervisor, the executive director, or any member of the board of directors. The employee must exercise sound judgment to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing will be subject to discipline up to and including termination of employment.

Whistleblower protections are provided in two important areas -- confidentiality and retaliation. Insofar as possible, the confidentiality of the Whistleblower will be maintained. However, identity may have to be disclosed to conduct a thorough investigation, to comply with the law and to provide accused individuals their legal rights of defense. MSDC will not retaliate against a Whistleblower. This includes, but is not limited to, the employee's right to protection from retaliation in the form of an adverse employment action such as termination, compensation decreases, or poor work assignments and threats of harm. Any whistleblower who believes s/he is being retaliated against must contact the executive director or any member of the board of directors immediately. The right of a Whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

All reports of illegal and dishonest activities will be promptly submitted to the executive director (unless the activity involves wrongdoing on the part of the executive director; then the report will be submitted directly to the Chair of the Operations Committee of the Board of Directors) who is responsible for investigating and coordinating corrective action.

### HARASSMENT POLICY

## McAuliffe-Shepard Discovery Center Business Plan

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The Discovery Center, as part of its equal employment opportunity program, is firmly committed to providing its employees with a working environment free of all forms of unlawful discrimination, including sexual harassment. Actions or words that harass or intimidate Discovery Center employees, volunteers, vendors, or visitors are strictly forbidden and will not be tolerated. Such conduct will result in disciplinary action in accordance with Discovery Center policy, up to and including termination of employment.

For the purposes of Discovery Center policy, "unlawful harassment" is defined as verbal or physical conduct that on the basis of a protected characteristic has the purpose or effect, from the point of view of a reasonable person possessing that characteristic, either of interfering with an individual's employment performance or of creating an intimidating, hostile or offensive employment environment.

Unlawful harassment may include, but is not limited to, the following actions if, as isolated acts or as part of a pattern, they have the prohibited purpose or effect on employment performance or environment:

- jokes,
- derogatory expressions, or comments,
- the display of graphics, cartoons, or objects,
- sending or forwarding electronic mail messages,
- other conduct offensive to a reasonable person possessing a particular protected characteristic.

Sexual harassment is a particular type of unlawful harassment. In addition to conduct described in the preceding paragraph that is of a sexual nature, sexual harassment includes conduct that a reasonable person would judge to be:

- unwelcome sexual advances,
- requests for sexual favors,
- other verbal or physical conduct of a sexual nature when submission to or rejection of such conduct explicitly or implicitly affects employment decisions concerning an individual,
- or when the conduct has the purpose or effect of substantially interfering with an employee's performance,
- or creating an intimidating, hostile or offensive environment because of the employee's gender.

Any individual who feels s/he has been the recipient of unlawful harassment by anyone, including supervisory employees, co-workers, visitors, vendors, board members or other individuals doing business with the Discovery Center, is encouraged to come forward immediately and report her/his concern to her/his supervisor or any management level employee with whom the employee is comfortable. The Discover Center will take all complaints seriously; investigate the facts promptly and thoroughly; and take appropriate corrective action. Any employee making a good faith complaint of unlawful harassment, sexual harassment or discrimination-related harassment will be protected from any retaliation as a result of the complaint.

An employee who believes that s/he is being or has been subjected to any form of retaliation for having brought forward a good faith complaint, or having participated in an investigation of such a complaint, should immediately notify the employee's supervisor, the executive director, or any member of the board of directors.

Although employees are encouraged to bring any complaints of harassment to management, employees may also refer complaints of harassment to:

New Hampshire Commission on Human Rights  
2 Chennel Drive, Concord, NH 03301

The United States Equal Employment Opportunity Commission ("EEOC")  
JFK Federal Building, Room 475, Boston, Massachusetts 02203 / 1-617-565-3200

# McAuliffe-Shepard Discovery Center Business Plan

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## Appendix 4: Document Retention and Destruction Policy

Federal and state laws require the retention of certain documents for specified minimum periods of time. At the same time, privacy requirements mean that certain data pertaining to staff and visitors must be secured or destroyed after a designated period of time. Not-for-profit organizations should have a written, mandatory document retention and periodic destruction policy. Policies such as this will eliminate accidental or innocent destruction. In addition, it is important for administrative personnel to know the length of time records should be retained to be in compliance with the policy.

### Document Destruction

The Document Retention and Destruction Policy identifies the record retention responsibilities of staff, volunteers, members of the board of directors, and outsiders for maintaining and documenting the storage and destruction of the organization's documents and records.

The organization's staff, volunteers, members of the board of directors, committee members and outsiders (independent contractors via agreements with them) are required to honor the following rules:

- a) Paper or electronic documents indicated under the terms for retention in the following section will be transferred and maintained by the Discovery Center's finance director, executive director, or the the Discovery Center board of directors.
- b) All other paper documents will be destroyed after three years.
- c) All other electronic documents will be deleted from all individual computers, data bases, networks, and back-up storage after one year.
- d) No paper or electronic documents will be destroyed or deleted if pertinent to any ongoing or anticipated government investigation or proceeding or private litigation (check with legal counsel or the human resources department for any current or foreseen litigation if employees have not been notified), or ongoing grant-funded project.
- e) No paper or electronic documents will be destroyed or deleted as required to comply with government auditing standards (Single Audit Act).

### Document Retention

The following table indicates the Discovery Center's minimum document retention policy. These may change based on changes in federal or state requirements. In addition, federal awards and other government grants may provide for a longer period than is required by other statutory requirements.

## McAuliffe-Shepard Discovery Center Business Plan

Type of Document	Minimum Requirement
Accounts payable ledgers and schedules	7 years
Audit reports	Permanently
Bank reconciliations	2 years
Bank statements	3 years
Checks (for important payments and purchases)	Permanently
Contracts, mortgages, notes, and leases (expired)	7 years
Contracts (still in effect)	Contract period
Correspondence (general)	2 years
Correspondence (legal and important matters)	Permanently
Correspondence (with customers and vendors)	2 years
Deeds, mortgages, and bills of sale	Permanently
Depreciation schedules	Permanently
Duplicate deposit slips	2 years
Employment applications	3 years
Expense analyses/expense distribution schedules	7 years
Year-end financial statements	Permanently
Insurance records, current accident reports, claims, policies, and so on (active and expired)	Permanently
Internal audit reports	3 years
Inventory records for products, materials, and supplies	3 years
Invoices (to customers, from vendors)	7 years
Minute books, bylaws, and charter	Permanently
Patents and related papers	Permanently
Payroll records and summaries	7 years
Personnel files (terminated employees)	7 years
Retirement and pension records	Permanently
Tax returns and worksheets	Permanently
Timesheets	7 years
Trademark registrations and copyrights	Permanently
Withholding tax statements	7 years

**ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

MICHAEL A. DELANEY  
ATTORNEY GENERAL

ANN M. RICE  
DEPUTY ATTORNEY GENERAL



January 8, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

Her Excellency Governor Margaret Wood Hassan  
And the Honorable Council  
State House  
Concord, NH 03301

REQUESTED ACTION

Pursuant to RSA 124:15, authorize the Department of Justice (DOJ) to create four (4) new positions within class 059 (Full-Time Temporary) to consist of an Attorney (unclassified), an Investigator (unclassified), a Managing Analyst-Financial (unclassified) and a Paralegal II (classified); also to create one (1) classified Part-Time Legal Secretary III, (20 hours per week) in class 050, all for the purpose of increasing law enforcement resources within DOJ to investigate and prosecute financial fraud, including banking, mortgage and securities fraud, effective upon the approval of the Fiscal Committee and the Governor and Council through June 30, 2013. 100% Other Funds (Mortgage Settlement).

Funding is available in account #02-20-20-200510-3310, Department of Justice, Public Protection, entitled "Mortgage Settlement."

EXPLANATION

Funding for these positions was previously approved by the Governor and Council on September 19, 2012, item #1A, and the Fiscal Committee of the General Court on November 8, 2012, item #1 of FIS 12-304. The Fiscal Committee tabled item #2 of FIS 12-304, which would have established the positions now being requested.

The funds to support this request were received as part of a Nationwide settlement with the nation's five largest banks for claims of unfair and deceptive mortgage servicing, origination and foreclosure practices. New Hampshire was among the 49 states that signed an agreement with these banks; Bank of America, Citibank, Wells Fargo, J.P. Morgan Chase, and GMAC/Aily. Nationally, the

banks agreed to provide \$25 billion to consumers and the states, with \$20 billion in direct benefits to borrowers. The New Hampshire share of the settlement was approximately \$44 million, with approximately \$34 million in direct relief to New Hampshire borrowers in the form of interest rate and principal reductions, short sale facilitations, forgiveness of deficiency balances, and benefits to members of the military. The State of New Hampshire received direct payments in the amount of \$10,575,447 (\$9,575,447 to DOJ and \$1,000,000 to the Banking Department).

The largest portion of these funds, \$4,626,875, is being used to provide services to homeowners experiencing the negative effects of the housing crisis. Specifically, \$1,126,875 has been awarded to the New Hampshire Legal Assistance, Legal Advice Referral Center, and the New Hampshire Bar Association Legal Services (Pro Bono Referral Program) for the first nine months of the contract which was approved by the Governor and Council with the option to renew for two subsequent years. This contract will provide varying levels of legal advice and assistance to homeowners who are at risk of losing their primary residences due to foreclosure; individuals who have been harmed by unfair or deceptive business practices of banks, mortgage brokers and mortgage servicers in their mortgage and foreclosure practices; and individuals who have lost their primary residences due to foreclosure and who need assistance in finding new housing. \$2,500,000 has been awarded to the New Hampshire Housing Finance Authority, which will be coordinating the distribution of these funds through sub-grants to provide statewide access to pre-foreclosure intervention and counseling, post-foreclosure counseling, and statewide public information and outreach to New Hampshire borrowers.

The remaining funds requested by DOJ will be used to fund three new full-time unclassified positions, one new full-time classified position, and one new part-time classified legal secretary position, equipment to support the new positions, current expense, funding for the transfer to the Division of Information Technology as well as funds for in-state and out-of-state travel. Funding is also budgeted for any additional litigation costs to support this program.

The positions and funding for this program has been submitted in the FY 2014/2015 biennial budget.

The following information is provided in accordance with the Comptrollers' instructional memorandum dated September 21, 1981 related to the creation of positions/consultants:

1. List of personnel involved:

Attorney position (unclassified) Minimum \$45,000; Maximum \$65,000  
Investigator Position (unclassified) Labor Grade BB, \$50,668-67,192  
Managing Analyst – Financial (unclassified) Labor Grade DD, \$55,822-\$74,060  
Paralegal II – (classified) Labor Grade 19, \$34,866-\$46,410  
Part-time Legal Secretary III (classified) Labor Grade 13, \$27,515-\$36,290

2. Nature, need, duration:

It is anticipated that these positions will be funded through Fiscal Year 2013 and budgeted in the FY 2014/2015 biennial budget.

3. Relationship to existing programs:

These positions are for a new program within the Consumer Protection and Antitrust



Bureau that would enhance and strengthen the activities of the Bureau.

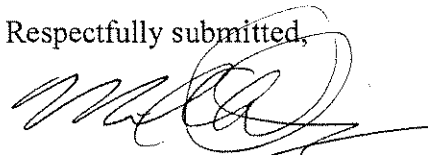
4. Has a similar program been requested of the legislature and denied?  
No other similar program has been requested or denied.
5. Why wasn't funding included in the agency's budget?  
These funds have just recently been awarded to States as part of a National Mortgage Settlement.
6. Can portions of the grant funds be utilized?  
They can only be used as outlined.
7. Estimate the funds required to continue this position(s).  
Attorney – \$53,234 (Salary & Benefits)  
Investigator - \$42,783 (Salary & Benefits)  
Managing Analyst – Financial – \$51,039 (Salary & Benefits)  
Paralegal II - \$32,640 (Salary & Benefits)  
Part-time Legal Secretary III – \$7,898 (Salary & Benefits)

In the event that these funds become unavailable, general funds will not be used to support this program.

Please let me know if you have any questions concerning this request.

Your consideration is greatly appreciated.

Respectfully submitted,



Michael A. Delaney  
Attorney General

MAD/k  
#851204



FIS 12-304

JEFFRY A. PATTISON  
Legislative Budget Assistant  
(603) 271-3161

MICHAEL W. KANE, MPA  
Deputy Legislative Budget Assistant  
(603) 271-3161

State of New Hampshire  
OFFICE OF LEGISLATIVE BUDGET ASSISTANT  
State House, Room 102  
Concord, New Hampshire 03301

RICHARD J. MAHONEY, CPA  
Director, Audit Division  
(603) 271-2785

November 8, 2012

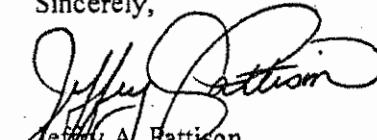
Michael A. Delaney, Attorney General  
Department of Justice  
33 Capitol Street  
Concord, New Hampshire 03301

Dear Attorney General Delaney,

The Fiscal Committee, on November 8, 2012, amended and approved the request of the Department of Justice, by approving item #1 only, of a request pursuant to the provisions of RSA 14:30-a, VI, to accept and expend funds in the amount of \$6,540,769 from the National Mortgage Settlement for the purposes of providing direct and indirect assistance to distressed homeowners through June 30, 2013, as specified in your letter dated September 17, 2012.

The Committee tabled item #2 to establish four (4) full-time temporary positions to consist of; an unclassified Attorney, an unclassified Investigator, an unclassified Managing Analyst-Financial, and a classified Paralegal II, and also establish one (1) part-time classified Legal Secretary III position through June 30, 2013.


Sincerely,

  
Jeffrey A. Pattison  
Legislative Budget Assistant

JAP/pe  
Attachment

Cc: Ann Rice, Deputy Attorney General, Department of Justice

**ATTORNEY GENERAL**  
**DEPARTMENT OF JUSTICE**

FIS 12 304 

33 CAPITOL STREET  
 CONCORD, NEW HAMPSHIRE 03301-6397

MICHAEL A. DELANEY  
 ATTORNEY GENERAL



ANN M. RICE  
 DEPUTY ATTORNEY GENERAL

September 17, 2012

<b>FISCAL COMMITTEE</b>	
Received	<i>9/20/12</i>
Rec'd Corrected	<i>9/25/12</i>
Filing Date	

Representative Ken Weyler, Chairman  
 Fiscal Committee of the General Court  
 State House  
 Concord, NH 03301

His Excellency Governor John H. Lynch  
 And the Honorable Council  
 State House  
 Concord, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Justice (DOJ) to accept and expend funds in the amount of \$6,504,769 from the National Mortgage Settlement for the purposes of providing direct and indirect assistance to distressed homeowners and for increased law enforcement resources within DOJ related to the investigation and prosecution of financial fraud effective with the approvals of the Fiscal Committee and the Governor and Council through June 30, 2013. 100% Other Funds (Mortgage Settlement).

Funds are to be budgeted in a new account #02-20-20-200510-3310, Department of Justice, Public Protection, Mortgage Settlement, as follows:

<b>02-20-20-200510-3310</b>				
<b>Mortgage Settlement</b>				
Class	Description	Budget	This Request	New Budget
020-500200	Current Expense	0	\$2,500	\$2,500
027-500290	Transfer to DOIT	0	\$12,800	\$12,800
030-500301	Equipment	0	\$7,500	\$7,500
037-500173	PC Desktop	0	\$7,500	\$7,500
038-500177	Desktop Software	0	\$6,000	\$6,000
042-500620	Post-Retirement	0	\$24,647	\$24,647
050-500109	Personal Service-Temp	0	\$11,288	\$11,288
059-500123	Full Time Temporary	0	\$216,015	\$216,015
060-500601	Benefits	0	\$109,519	\$109,519
070-500704	In-State Travel	0	\$2,000	\$2,000

072-500575	Grants to non-profits	0	\$6,000,000	\$6,000,000
080-500714	Out-of-State Travel	0	\$5,000	\$5,000
233-500774	Litigation	0	\$100,000	\$100,000
	Total		\$6,504,769	\$6,504,769
Revenue				
009-407079	Agency Income	0	\$6,504,769	\$6,504,769
	Mortgage Settlement			

2. Pursuant to RSA 124:15, and contingent upon the approval of Requested Action number one, authorize DOJ to create four (4) new positions within class 059 (Full-Time Temporary) to consist of an Attorney (unclassified), an Investigator (unclassified), a Managing Analyst-Financial (unclassified) and a Paralegal II (classified); also to create one (1) classified Part-Time Legal Secretary III, (20 hours per week) in class 050, created for the purpose of increasing law enforcement resources within DOJ to investigate and prosecute financial fraud, including banking, mortgage and securities fraud, effective upon the approval of the Fiscal Committee and the Governor and Council through June 30, 2013. 100% Other Funds (Mortgage Settlement).

Funding is available in account #02-20-20-200510-3310, Department of Justice, Public Protection, entitled "Mortgage Settlement."

#### EXPLANATION

New Hampshire was among the 49 states that signed an agreement with the five largest banks in the country, Bank of America, Citibank, Wells Fargo, J.P. Morgan Chase, and GMAC/Ally, to settle claims against those banks involving their mortgage servicing, origination and foreclosure practices. Nationally, the banks agreed to provide \$25 billion to consumers and the states, with \$20 billion in direct benefits to borrowers. The New Hampshire share of the settlement will be approximately \$44 million, with approximately \$34 million in direct relief to New Hampshire borrowers in the form of interest rate and principal reductions, short sale facilitations, forgiveness of deficiency balances, and benefits to members of the military. The State of New Hampshire received direct payments in the amount of \$10,575,447 (\$9,575,447 to DOJ and \$1,000,000 to the Banking Department). This request relates to the portion to be budgeted for DOJ for Fiscal Year 2013. The remainder of the funds received by DOJ are planned to be included in the State Fiscal Years (SFY) 2014-2016 budget requests.

The largest portion of these funds, \$6,000,000, is to be used to provide services to homeowners experiencing the negative effects of the housing crisis. Specifically, \$3,500,000 will be awarded to the New Hampshire Legal Assistance, Legal Advice Referral Center, and the New Hampshire Bar Association Legal Services (Pro Bono Referral Program) to provide varying levels of legal advice and assistance to homeowners who are at risk of losing their primary residences due to foreclosure; individuals who have been harmed by unfair or deceptive business practices of banks, mortgage brokers and mortgage servicers in their mortgage and foreclosure practices; and individuals who have lost their primary residences due to foreclosure and who need assistance in finding new housing. \$2,500,000 is to be awarded to the New Hampshire Housing Finance Authority, which will be coordinating the distribution of these funds through sub-grants to provide statewide access for to pre-foreclosure intervention and counseling, post-foreclosure counseling, and statewide public information and outreach to New Hampshire borrowers.

The remaining funds requested by DOJ will be used to fund three new full-time unclassified positions, one new full-time classified position, and one new part-time classified legal secretary position, equipment to support the new positions, current expense, funding for the transfer to the Division of Information Technology as well as funds for in-state and out-of-state travel. In addition, funding is budgeted for any additional litigation costs to support this program.

Specifically, the funds requested are detailed below. Class 020 - Current Expense funds in the amount of \$2,500 are needed to cover the cost of office supplies and paper which are required. Class 027 - Transfer to DOIT funds in the amount of \$12,800 are needed to cover the cost of adding the new positions to receive services from DOIT which is required. Class 030 - Equipment funds in the amount of \$7,500 are needed to cover the cost of necessary equipment, including law enforcement equipment needed for a criminal investigator. Class 037 - PC Desktop and Class 038 - Desktop Software funds in the amount of \$7,500 and \$6,000 respectively are needed to cover the cost of desktop computers and necessary software licenses for the employees. Class 042 - Post Retirement used to reimburse the general fund for retirees' health insurance. Class 050 - Personal Service funds in the amount of \$11,288 are needed to cover the cost of a part-time legal secretary to manage and organize all documents, including the filings of claims by individuals with problem mortgages that are already being received due to the national settlement. This function, using these funds, is required to manage the mortgage settlement funds. Class 059 - Full-Time Temporary funds in the amount of \$216,015 are needed to cover the cost of an attorney, an investigator, a paralegal, and a financial analyst to review, analyze, and bring any necessary litigation or other action based on financial frauds. These functions, using these funds, are required to manage the mortgage settlement funds. Class 060 - Benefits funds in the amount of \$190,519 are needed to cover the State approved benefits for the positions and are required. Class 070 - In-State Travel funds in the amount of \$2,000 are needed to cover the cost of in-state travel for the employees of the unit in order to attend court hearings and to perform investigative reviews and interviews. Class 072 - Grants to non-profits funds in the amount of \$6,000,000 are for: the grant to the New Hampshire Housing Finance Authority of \$2,500,000 for sub-grants to provide services related to foreclosure preventing, credit and debt counseling, and post-foreclosure issues; and the grants to New Hampshire Legal Assistance of \$1,558,084, Legal Advice Referral Center of \$1,172,407, and the New Hampshire Bar Association Legal Services (Pro Bono Referral Program) of \$769,509 all for providing greater access to legal services for homeowners facing foreclosures. Class 080 - Out-of-State Travel funds in the amount of \$5,000 are needed to cover the cost of travel for trainings and meetings on financial fraud issues and investigations and possible multi-state collaborations. Class 233 - Litigation funds in the amount of \$100,000 are needed to cover the costs of additional potential cases related to mortgage issues, including securitization issues and issues relating to the Mortgage Electronic Registration System (MERS). Class 040 (Indirect Costs) and Class 041 (Audit Fund Set Aside) are not budgeted because these are not federal funds.

The positions and funding for this program are planned to be budgeted in the FY 2014/2015 biennial budget.

The following information is provided in accordance with the Comptrollers' instructional memorandum dated September 21, 1981 related to the creation of positions/consultants:

1. List of personnel involved:

Attorney position (unclassified) Minimum \$45,000; Maximum \$65,000

Investigator Position (unclassified) Labor Grade BB

Managing Analyst - Financial (unclassified) Labor Grade DD

Paralegal II – (classified) Labor Grade 19  
Part-time Legal Secretary III (classified) Labor Grade 13

2. Nature, need, duration:  
It is anticipated that these positions will be funded through Fiscal Year 2013 and budgeted in the FY 2014/2015 biennial budget.
3. Relationship to existing programs:  
These positions are for a new program within the Consumer Protection and Antitrust Bureau that would enhance and strengthen the activities of the Bureau.
4. Has a similar program been requested of the legislature and denied?  
No other similar program has been requested or denied.
5. Why wasn't funding included in the agency's budget?  
These funds have just recently been awarded to States as part of a National Mortgage Settlement.
6. Can portions of the grant funds be utilized?  
They can only be used as outlined.
7. Estimate the funds required to continue this position(s).  
Attorney – \$100,000 (Salary & Benefits)  
Investigator - \$85,000 (Salary & Benefits)  
Managing Analyst – Financial – \$95,000 (Salary & Benefits)  
Paralegal II - \$62,000 (Salary & Benefits)  
Part-time Legal Secretary III – \$12,152 (Salary & Benefits)

In the event that these funds become unavailable, general funds will not be used to support this program.

Please let me know if you have any questions concerning this request.

Your consideration is greatly appreciated.

Respectfully submitted,



Michael A. Delaney  
Attorney General

## DISTRIBUTION OF FUNDS

1. Any amount of the Direct Payment Settlement Amount that is not distributed pursuant to Paragraph 2 shall be distributed as follows.
  - a. *Federal Payment Settlement Amount.* The Escrow Agent shall distribute \$911,777,917.00 (the "Federal Payment Settlement Amount") to the United States in accordance with instructions to be provided by the United States.
    - i. Of the Federal Payment Settlement Amount, \$684,090,417.00 shall, following payment of any amounts owed as a result of resolutions pursuant to 31 U.S.C. § 3730(d), and subject to 28 U.S.C. § 527 (Note), be deposited for losses incurred into FHA's Capital Reserve Account, the Veterans Housing Benefit Program Fund (pursuant to 38 U.S.C. § 3722) or as otherwise directed by the Department of Veterans Affairs, and as directed by Rural Housing Service, Department of Agriculture, in accordance with instructions from the United States. The United States intends that such deposits conform with the Miscellaneous Receipts Act and other law.
    - ii. The Federal Payment Settlement Amount includes resolution of the following qui tam actions: (i) \$75,000,000 from the claims in [SEALED]; (ii) \$45,000,000 from those claims in [SEALED] that are expressly released by the United States in this litigation; (iii) \$95,000,000 from those claims in [SEALED] and [SEALED] that are expressly released by the United States in this litigation; (iv) \$6,500,000 from the claims in [SEALED] (E.D.N.Y.); and (v) \$6,187,500 from the claims in [SEALED]. Following payment of

any amounts owed as a result of resolutions pursuant to 31 U.S.C. § 3730(d), and subject to 28 U.S.C. § 527 (Note), these amounts shall be deposited into FHA's Capital Reserve Account and the Veterans Housing Benefit Program Fund (pursuant to 38 U.S.C. § 3722) or as otherwise directed by the Department of Veterans Affairs, in accordance with instructions from the United States. The United States intends that such deposits conform with the Miscellaneous Receipts Act and other law.

- b. *State Payment Settlement Amounts.* In accordance with written instructions from each State Attorney General, the Escrow Agent shall distribute cash payments in the total amounts set forth in the attached Exhibit B-1.
  - i. Each State Attorney General shall designate the uses of the funds set forth in the attached Exhibit B-1. To the extent practicable, such funds shall be used for purposes intended to avoid preventable foreclosures, to ameliorate the effects of the foreclosure crisis, to enhance law enforcement efforts to prevent and prosecute financial fraud, or unfair or deceptive acts or practices and to compensate the States for costs resulting from the alleged unlawful conduct of the Defendants. Such permissible purposes for allocation of the funds include, but are not limited to, supplementing the amounts paid to state homeowners under the Borrower Payment Fund, funding for housing counselors, state and local foreclosure assistance hotlines, state and local foreclosure



mediation programs, legal assistance, housing remediation and anti-blight projects, funding for training and staffing of financial fraud or consumer protection enforcement efforts, and civil penalties. Accordingly, each Attorney General has set forth general instructions for the funds in the attached Exhibit B-2.

- ii. No more than ten percent of the aggregate amount paid to the State Parties under this paragraph 1(b) may be designated as a civil penalty, fine, or similar payment. The remainder of the payments is intended to remediate the harms to the States and their communities resulting from the alleged unlawful conduct of the Defendant and to facilitate the implementation of the Borrower Payment Fund and consumer relief.

2. Of the Direct Payment Settlement Amount, \$1,579,813,925.00 shall be distributed as follows:

- a. In accordance with written instructions from the State members of the Monitoring Committee, the Escrow Agent shall make available \$1,489,813,925.00 to the Administrator to provide cash payments to borrowers whose homes were finally sold or taken in foreclosure between and including January 1, 2008 and December 31, 2011; who submit claims arising from the Covered Conduct; and who otherwise meet criteria set forth by the State members of the Monitoring Committee. Any amounts made available hereunder remain a part of

the Qualified Settlement Fund until distributed to borrowers and shall be administered in accordance with the terms set forth in Exhibit C.

- b. In accordance with written instructions from the State members of the Monitoring Committee, the Escrow Agent shall distribute \$15,000,000.00 to the National Association of Attorneys General (NAAG) to create and administer the "Financial Services and Consumer Protection Enforcement, Education and Training Fund." Such Fund shall be used to pay for expenses and training relating to the investigation and prosecution of cases involving fraud, unfair and deceptive acts and practices, and other illegal conduct related to financial services or state consumer protection laws. Illustrative examples include, but are not limited to, travel costs associated with investigation, litigation, or settlement of financial services or consumer protection cases; expert witness and consulting fees, training programs, NAAG Consumer Protection Conferences, information exchanges, public education campaigns, and other uses. The State members of the Monitoring Committee shall develop rules and regulations governing the Financial Services and Consumer Protection Enforcement, Education and Training Fund in a separate memorandum of understanding after this Consent Judgment has been entered.
- c. In accordance with written instructions from the State members of the Monitoring Committee, the Escrow Agent shall distribute a total of \$10,000,000.00 to the members of the Executive Committee and the

Ameriquest Financial Services Fund ("AMFSF") for reimbursement of costs and attorneys fees incurred during the investigation of this case and the settlement negotiations and for subsequent expenditures as authorized by each Attorney General. Such payments shall be made as designated by the Iowa Attorney General as the Chairman of the Executive Committee, and shall be made to the State Attorneys General of Arizona, California, Colorado, Connecticut, Delaware, Florida, Illinois, Iowa, Massachusetts, North Carolina, Ohio, Tennessee, Texas, and Washington and the Maryland Department of Labor, Licensing and Regulation and the Ameriquest Financial Services Fund. The authorized representatives of each state attorney general, the Maryland Department of Labor, Licensing and Regulation and the AMFSF will provide a letter to the Escrow Agent directing how each separate payment should be made.

- d. In accordance with written instructions from the State members of the Monitoring Committee, the Escrow Agent shall distribute \$65,000,000.00 to the Conference of State Bank Supervisors (CSBS). CSBS shall use \$15,000,000 to establish the "State Financial Regulation Fund," a fund to be managed and used by CSBS to support and improve state financial regulation and supervision. From the balance, CSBS shall transfer \$1,000,000 per state to the state financial regulators who have signed this Consent Judgment. Where multiple agencies within a single state claim regulatory jurisdiction, CSBS shall

transfer that state's funds as provided in an agreement between or among those regulatory agencies. In addition, state financial regulators may, at their discretion, enter into an agreement with CSBS for the management and disbursement of all or a portion of the funds paid to them. If, for any reason, a state financial regulator elects to forego receipt of their transfer payment or in the case of a participating state where the state financial regulator declines to sign this Consent Judgment, such funds shall revert to the State Financial Regulation Fund.

3. Any interest earned on funds held by the Escrow Agent may be used, at the discretion of the State members of the Monitoring Committee, to pay the costs and expenses of the escrow or the costs and expenses of administration, including taxes, or for any other housing related purpose.

## EXHIBIT B1

STATE	DOLLAR ALLOCATION
AK	\$3,286,839
AL	\$25,305,692
AR	\$12,830,241
AZ	\$97,784,204
CA	\$410,576,996
CO	\$50,170,188
CT	\$26,102,142
DC	\$4,433,081
DE	\$7,913,923
FL	\$334,073,974
GA	\$99,365,105
HI	\$7,911,883
IA	\$14,651,922
ID	\$13,305,209
IL	\$105,806,405
IN	\$43,803,419
KS	\$13,778,401
KY	\$19,198,220
LA	\$21,741,560
MA	\$44,450,668
MD	\$59,697,470
ME	\$6,907,023
MI	\$97,209,465
MN	\$41,536,169
MO	\$39,583,212

STATE	DOLLAR ALLOCATION
MS	\$13,580,374
MT	\$4,858,276
NC	\$60,852,159
ND	\$1,947,666
NE	\$8,422,528
NH	\$9,575,447
NJ	\$72,110,727
NM	\$11,174,579
NV	\$57,368,430
NY	\$107,642,490
OH	\$92,783,033
OK	\$0
OR	\$29,253,190
PA	\$66,527,978
RI	\$8,500,755
SC	\$31,344,349
SD	\$2,886,824
TN	\$41,207,810
TX	\$134,628,489
UT	\$21,951,641
VA	\$66,525,233
VT	\$2,552,240
WA	\$54,242,749
WI	\$30,191,806
WV	\$5,748,915
WY	\$2,614,515

ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

MICHAEL A. DELANEY  
ATTORNEY GENERAL



ANN M. RICE  
DEPUTY ATTORNEY GENERAL

Karen Hutchins, Director  
Division of Personnel  
25 Capital Street  
Concord, NH 03301

March 22, 2012

APPROVED *Karen D. Hutchins*

APR 02 2012

DIRECTOR OF PERSONNEL

BY *Deanne J. Elberfeld*

Re: Request To Establish A Temporary Full-Time Paralegal II Position

Dear Director Hutchins:

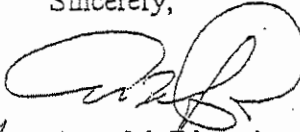
Please accept this letter as a request to establish a temporary full-time Paralegal II position, Labor Grade 19 at the Department of Justice. This position will be funded by 100% "Agency Income" specifically, the Mortgage Servicing Settlement on Foreclosure Wrongs. Upon your authorization we will be submitting this request to the Fiscal Committee of the General Court.

This Paralegal II position will be assigned to the Public Protection Division, Consumer Protection Bureau, and will be responsible for providing assistance to attorneys and investigators working in that Bureau, with a concentration in the Financial Fraud Unit which focuses on home mortgage and banking issues. The primary responsibility of the position will be responding to the consumer hotline calls, making appropriate referrals, and forwarding consumer complaints or concerns to the appropriate governmental agency or private institution. In addition the paralegal will be gathering and reviewing information from law enforcement officials, other state agencies, and other sources, to discern whether allegations against a business merit further investigation and possible enforcement action. Another component of the position will be engaging in outreach activities on consumer issues to civic groups, law enforcement, and other community or student groups. The paralegal will also be responsible for implementing and maintaining a file management and tracking system to ensure that consumer complaints are tracked and responded to in a timely manner.

The Department requests your authorization to establish the temporary full-time Paralegal II position to commence as soon as possible. As required, the pertinent organization chart and a proposed supplemental job description are enclosed.

Thank you for your consideration.

Sincerely,



*for* Anne M. Edwards  
Chief of Staff  
(603) 271-1119

Enc.

#730541

ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE

23 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6897

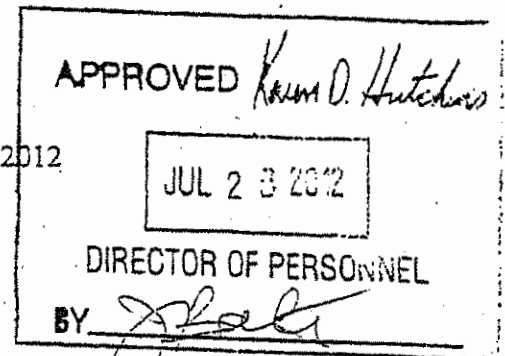
MICHAEL A. DELANEY  
ATTORNEY GENERAL



ANN M. RICE  
DEPUTY ATTORNEY GENERAL

July 19, 2012

Karen Hutchins, Director  
Division of Personnel  
25 Capital Street  
Concord, NH 03301



Re: Request to Establish a Temporary Part-Time Legal Secretary III Position

Dear Director Hutchins:

Please accept this letter as a request to establish a temporary part-time Legal Secretary III position, Labor Grade 13 at the Department of Justice. This position will be funded by 100% "Agency Income" specifically, the National Mortgage Servicing Settlement. Upon your authorization we will be submitting this request to the Fiscal Committee of the General Court.

This part-time Legal Secretary III position will be assigned to the Public Protection Division, Consumer Bureau, Financial Fraud Unit. This position will be responsible for providing support and assistance to the paralegals, attorneys and investigators working in the Consumer Protection Bureau, with a concentration in the Financial Fraud Unit. The primary responsibility of the position will be assisting the paralegals and attorneys in typing and managing consumer complaint correspondence and forwarding consumer complaints to the appropriate governmental agency or private institution and maintaining the consumer compliant data base. The legal secretary will help maintain a file management and tracking system to ensure that the complaints are tracked and responded to in a timely manner.

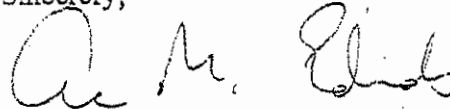
The Department requests your authorization to establish the temporary part-time position to commence as soon as possible. As required, the pertinent organization chart and a proposed supplemental job description are enclosed.



This requested part-time Legal Secretary III position, labor grade 13, will be working a 20 hour week that will cost approximately \$282.20 per week funded by the Mortgage Settlement Funds.

Thank you for your consideration.

Sincerely,



Anne M. Edwards  
Associate Attorney General  
Chief of Staff

AME/p  
Enc.

#783474

SEARCHED  
SERIALIZED  
INDEXED  
MAY 13 1976



**PUBLIC UTILITIES COMMISSION**

21 S. Fruit Street, Suite 10  
Concord, N.H. 03301-2429

CHAIRMAN  
Amy L. Ignatius

COMMISSIONERS  
Michael D. Harrington  
Robert R. Scott

EXECUTIVE DIRECTOR  
Debra A. Howland

January 10, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, NH 03301

Your Excellency and Honorable Councilors:

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI authorize the Public Utilities Commission to budget and expend prior year carry forward funds from the Renewable Energy Fund (REF) created by RSA 362-F:10, I. The requested amount of \$2,663,089 will be used to fund electric or thermal renewable energy projects in New Hampshire through grant and rebate programs, effective upon Joint Fiscal Committee and Governor and Council approval through June 30, 2013. Funding is 100% REF.

These funds should be budgeted as follows:

<b>02-81-81-811510-54540000 Renewable Energy Fund 362-F:10</b>				
<b>SFY2013</b>				
<b>Source of Funds</b>				
<b>Class</b>	<b>Description</b>	<b>Current Budget</b>	<b>Increase (Decrease)</b>	<b>Modified Budget</b>
009-403292	Agency Income	5,667,120	2,663,089	8,330,209
Totals		5,667,120	2,663,089	8,330,209

<b>Class</b>	<b>Description</b>	<b>Current Budget</b>	<b>Increase (Decrease)</b>	<b>Modified Budget</b>
20-500200	Current Expenses	4,513		4,513
26-500251	Organizational Dues	500		500
27-502799	Transfers to OIT	21,235		21,235
28-500292	Transfers to General Services	15,888		15,888

40-500800	Indirect Costs	4,860		4,860
46-500464	Consultants	25,000		25,000
49-500294	Transfer to Other State Agen	22,763		22,763
70-500704	In-State Travel	300		300
73-500582	Grants-Non Federal	5,572,061	2,663,089	8,235,150
80-500710	Out-of-State Travel			
Totals		5,667,120	2,663,089	8,330,209

### EXPLANATION

The Renewable Energy Fund (REF) is a dedicated, non-lapsing fund whose purpose is to support thermal and electrical renewable energy initiatives in New Hampshire. RSA 362-F:10, I. The fund derives its revenues solely from payments by electric utilities and electricity suppliers that are required to obtain a portion of the electricity they sell from renewable sources, pursuant to the state's Renewable Portfolio Standard (RPS) law, RSA 362-F. These electricity suppliers must either obtain renewable energy certificates (RECs) for each of four classes of renewable energy, or make alternative compliance payments (ACPs) instead. In 2012, there was a substantial shortfall of RECs in three of the four renewable energy classes.

Since its inception in 2009, the REF has awarded more than 1,200 rebates for renewable energy systems, and provided New Hampshire homeowners, businesses, schools, towns, non-profit organizations and other eligible entities with more than \$5 million in funding towards these systems. In addition the Commission's competitive grant program has provided close to \$2 million in funding for renewable projects featuring technologies from biomass heating systems to hydroelectricity upgrades to photovoltaic, solar hot air, and landfill gas to energy, among others. These funds have been leveraged with over \$23 million in private investment, providing a boost to the state's economy and creating jobs for electricians, plumbers, and alternative energy businesses.

The Commission seeks to carry forward \$2,663,089 in unspent FY 2012 REF funds. These funds accumulated because certain rebate programs were undersubscribed and funds for the commercial and industrial grant program were not fully obligated.

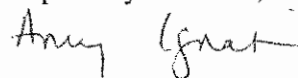
The \$2,663,089 in unspent funds will be budgeted in part to bolster residential and commercial rebate programs. Specifically, a total of \$971,620 will be added to the residential solar and wind rebate program and the commercial and industrial solar rebate program. The remaining funds will be added to the commercial and industrial competitive RFP grant program. RSA 362-F:10, XI requires the Commission to issue a Request for Proposals for grant projects each year by March 1. The program this year will fund projects that will generate substantial quantities of RECs in New Hampshire, thereby lowering REC prices and reducing the need for ACPs. As a result, RPS compliance costs for electric utilities and electricity suppliers should be reduced.

The Commission is requesting authorization to budget and expend \$2,663,089 in the Renewable Energy Fund and to budget the monies as follows:

Class 073-500582 Grants-Non Federal will be used to increase funding for the competitive RFP grant program and to increase funding for both the residential and commercial solar and wind energy rebate programs.

Accordingly, your consideration of our request is appreciated.

Respectfully submitted,



Amy L. Ignatius  
Chairman

**FISCAL SITUATION**

2012-2013 Appropriation	\$	5,667,120
Budget & Expend Request	\$	2,663,089
Modified 2012-2013 Appropriation	\$	<hr/> 8,330,209

**JOINT BOARD OF LICENSURE AND CERTIFICATION**

**STATE OF NEW HAMPSHIRE**

57 Regional Drive

Concord, N.H. 03301-8518

Telephone 603-271-2219 • Fax 603-271-6990

**FIS 13 055**

Professional Engineers  
Architects  
Land Surveyors  
Professional Geologists  
Foresters  
Real Estate Appraisers  
Manufactured Housing Installers

Louise Lavertu • Executive Director

Electricians  
Natural Scientists  
Landscape Architects  
Court Reporters  
Home Inspectors  
Accountancy  
Manufactured Housing



February 11, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Pursuant to RSA 21-I:56, II, authorize the New Hampshire Joint Board of Licensure and Certification to reclassify position number 18095 from Administrator II, salary grade 29 to Executive Director, Joint Board, salary grade 35, effective upon the date of Fiscal Committee approval. 100% General Funds.

**EXPLANATION**

The Joint Board of Licensure and Certification hereby submits the February 6, 2013 approval of the Division of Personnel to reclassify position number 18095 from Administrator II, salary grade 29 to Executive Director, Joint Board salary grade 35. The New Hampshire Joint Board is a consolidated licensing agency that consists of thirteen separate licensing Boards and one adjudicative Board that share one centralized administration. The Boards regulate approximately 31,500 licensed or certified individuals and businesses that consist of approximately thirty technical license or certification categories. The fourteen Boards are comprised of ninety-two volunteer Board members and fifteen staff members. The component Boards are as follows: Professional Engineers, Architects, Certified Public Accountants, Land Surveyors, Professional Geologists, Foresters, Natural Scientists, Landscape Architects, Court Reporters, Home Inspectors, Real Estate Appraisers, Manufactured Housing Installers, Electricians and the Board of Manufactured Housing.

The complexity of position #18095 has increased exponentially since the position classification was last reviewed in May, 2008. Chapter, 339:1, Laws of 2008, added the Board of Home Inspectors to the Joint Board. Chapter 224:99, Laws of 2011, increased the number of Boards under the Joint Board from nine Boards to thirteen Boards with the addition of the Board of Accountancy, Installation Standards Board, Real Estate Appraiser Board, and Board of Manufactured Housing. Additionally, Chapter 0237:2, Laws of 2012 added the Electricians' Board to the Joint Board. The responsibility to transform the newly added Boards from stand-alone agencies or Boards attached to another agency, to Boards consolidated within the Joint Board has resulted in increased accountability and complexity of this position.

Page 2  
February 11, 2013

The expansion of the Joint Board has required extensive reorganization. Position # 18095 is responsible for establishment, maintenance and oversight of programs for the large number of highly diverse, complex professions, which includes oversight of an increased number of Boards, Board members and staff. The appropriate classification of position #18095 is required to represent the Joint Board, administer the growth and expansion of the agency, interface with State and Federal authorities, represent the professions and review and participate in the feasibility of legislation that affect proposed new and existing licensing and agency programs. Evaluation and adjustment of the organizational structure of the Boards and the agency is an essential and ongoing responsibility of position #18095. The incumbent of this position is responsible for all aspects of administration of the Joint Board.

The difference in salary for the remainder of fiscal year 2013 is \$1,228.50. Funding for this increase is available from salary savings from vacant positions.

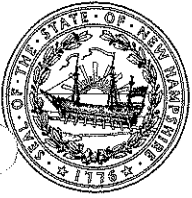
Please let me know if you have any questions regarding this request. Your consideration is greatly appreciated.

Respectfully submitted,



Louise Lavertu  
Executive Director

Enclosure



# State of New Hampshire

DIVISION OF PERSONNEL  
Department of Administrative Services  
State House Annex-25 Capitol Street  
Concord, New Hampshire 03301

LINDA M. HODGDON  
Commissioner  
(603) 271-3201

KAREN D. HUTCHINS  
Director  
(603) 271-3261

February 6, 2013

Louise Lavertu, Executive Director  
Joint Board of Licensure and Certification  
57 Regional Dr.  
Concord, NH 03301-8518

**Regarding:** Request to reclassify your position #18095 from Administrator II, labor grade 29 to Administrator of the Joint Board, labor grade 35.

Dear Ms. Lavertu:

On January 10, 2013, we received a request from you to review and reclassify your position to a new classification title of Administrator of the Joint Board, labor grade 35. In your letter, you cite many factors, including the expansion of the Joint Board from eight licensing Boards to fourteen Boards, and a corresponding increase in scope of work, accountability and complexity regarding your position. This function includes the ongoing responsibility to administer the growth and expansion of the Joint Board. You point out that the classification and salary level of Administrator II is inconsistent with that of similar State of New Hampshire positions and those in other states with a similar role.

We agree with your assessment that labor grade 35 is now an appropriate level for your position, and that a new classification title would be appropriate. We find that your position has similarity to other positions at labor grade 35 with responsibility to administer large boards, such as the Executive Director, Board of Nursing and the Executive Director, Board of Medicine. We recommend that instead of classifying your position as "Administrator of the Joint Board", we assign the title of "Executive Director, Joint Board", for consistency with similar classifications.

Although we have agreed with your request, our decision is not final until the approval of: 1. the Fiscal Committee; and 2. Governor and Council. The requirement of Fiscal Committee approval is stated in the RSA below:

#### Section 21-I:56

##### 21-I:56 Reclassification of Positions or Increases. --

II. Any request to increase the salary of a classified position beyond grade 34 as provided in RSA 99:8 shall require the approval of the fiscal committee of the general court before it is submitted to the governor and council for its approval.

It will be your responsibility to bring the request for labor grade 35 before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify me with documentation, and we will begin the process necessary to bring your position reclassification/upgrade to Governor and Council for waiver approval per HB 2-FN-A-LOCAL, 224:315 Reclassification of Positions. Thank you.

Very truly yours,

Jennifer J. Elberfeld  
Classification & Compensation Administrator

Cc: Karen Hutchins, Director of Personnel



# State of New Hampshire

FIS 13 081

HOUSE OF REPRESENTATIVES

CONCORD

February 27, 2013

Fiscal Committee of the General Court  
The Honorable Mary Jane Wallner, Chairman  
State House  
Concord, NH 03301

Dear Representative Wallner and Members of the Committee,

RSA 14:30-a, III requires the Fiscal Committee to consider recommendations proposed to it by the Legislative Performance Audit and Oversight Committee.

At its February 22, 2013 meeting, the Legislative Performance Audit and Oversight Committee voted to recommend six new performance audit topics for the Office of Legislative Budget Assistant, Audit Division. The new topics are:

1. Department of Corrections, Division of Community Corrections.
2. Department of Health and Human Services, Health Facilities Administration, Assisted Living and Nursing Facility Inspections.
3. Department of Health and Human Services, Electronic Benefit Transfer Cards.
4. Department of Resources and Economic Development, Economic Development Programs.
5. Police Standards and Training Council, The Council in Performance of its Charter.
6. Community Development Finance Authority, Program Results.

I respectfully request the Fiscal Committee's approval of these topics at its next meeting.

Sincerely,

A handwritten signature in cursive script, appearing to read "L. Weber".

Representative Lucy McVitty Weber, Chairman  
Joint Legislative Performance Audit  
and Oversight Committee



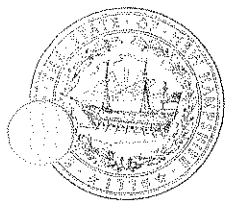
# State of New Hampshire

FIS 13 082

## DEPARTMENT OF ADMINISTRATIVE SERVICES

OFFICE OF THE COMMISSIONER

25 Capitol Street – Room 120  
Concord, New Hampshire 03301



LINDA M. HODGDON  
Commissioner  
(603) 271-3201

JOSEPH B. BOUCHARD  
Assistant Commissioner  
(603) 271-3204

February 27, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire

### REQUESTED ACTION

Pursuant to RSA 21-I:56, I authorize the Department of Administrative Services to reclassify Position #10082 Administrator II, Health and Safety Coordinator, Labor Grade 29 to Administrator Plant and Property Management, Labor Grade 35 effective upon Fiscal Committee approval.

100% General Funds

### EXPLANATION

The Department of Administrative Services requests that Fiscal Committee approve the February 27, 2013 decision by the Division of Personnel to reclassify position # 10082, Administrator II, Health and Safety Coordinator, Labor Grade 29, to a new classified position entitled Administrator Plant and Property Management, Labor Grade 35.

The Department of Administrative Services approached the Division of Personnel with this re-classification request on January 28, 2013, in an effort to best address our staffing needs through a change in our administrative structure to better match the expanded responsibilities assigned to multiple areas within our Division of Purchase and Property Management.

During the last 8 to 10 years, the legislature has added several areas of new responsibilities to the Department of Administrative Services. New areas of responsibility include the transfer of the Bureau of Public Works Design and Construction, the transfer of building and property management responsibilities for Health and Human Services buildings as well as building and property management for property formerly occupied by the Department of Corrections in Laconia. Other additions include statewide fleet data recording and management, credit card oversight, surplus land disposition and statewide

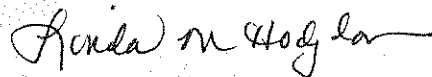
recycling. Most recent additions include consolidation of back office functions including human resource consolidation. Several of these responsibilities and respective personnel have been added over the years to the Division of Plant and Property Management creating a situation where the span of control is excessive and puts the state at risk.

As a result, the Department asked for authorization from the Division of Personnel to separate some of the duties in the Division of Plant and Property Management and create a new position to oversee building maintenance and related activities under the direction of the Director of Plant and Property Management.

Attached are copies of the proposed class specification, supplemental job description and organization charts that detail our current and proposed modifications which were submitted to the Division of Personnel for their review.

The attached letter from the Division of Personnel, noted above, approved the Department's request for this reclassification of an existing position to manage these increased responsibilities contingent upon authorization from the Fiscal Committee pursuant to RSA 21-I:56, II.

Respectfully submitted,



Linda M. Hodgdon  
Commissioner

# State of New Hampshire

DIVISION OF PERSONNEL  
Department of Administrative Services  
State House Annex - 25 Capital Street  
Concord, New Hampshire 03301

LINDA M. HODGDON  
Commissioner  
603-271-1300

KAREN D. HUTCHINS  
Director  
603-271-3261

February 27, 2013

Linda M. Hodgdon, Commissioner  
Dept. of Administrative Services  
State House Annex  
25 Capitol St., Room 120  
Concord, NH 03301

**Regarding:** Request to reclassify vacant position #10082 from Administrator II, labor grade 29 to Administrator Plant and Property Management, labor grade 35.

Dear Commissioner Hodgdon:

On January 29, 2013, we received a request from you to review and reclassify vacant position #10082 to a new classification title of Administrator Plant and Property Management, labor grade 35. This position currently exists in the Division of Plant and Property Management and functions as an Occupational Health and Safety Coordinator at the Administrator II, labor grade 29 level. You propose that this position be reclassified and given oversight of building maintenance and related activities under the direction of Michael Connor, Director of Plant and Property Management, position #9U021. In your letter, you cite the transfer of new areas of responsibility to the Department of Administrative Services by the Legislature, which have impacted the Division of Plant and Property Management, as justification for your request. These responsibilities include: the transfer of the Bureau of Public Works Design and Construction; the expansion of the number of buildings and properties managed by the Division; statewide fleet data recording and management; credit card oversight; surplus land disposition; statewide recycling; and office consolidation. You state that this impact to the Division has created a situation where the span of control is excessive and puts the state at risk.

I have consulted with Director Karen Hutchins on this matter, and we agree with your assessment that the creation of a new classification at labor grade 35 to add an additional level of supervision to the Division of Plant and Property Management is appropriate in this situation. We therefore recommend that a new classification of "Administrator, Plant and Property Management", labor grade 35 be created, and that position #10082 be reclassified to this level. Although we have agreed with your request, our decision is not final until the approval of: 1. the Fiscal Committee; and 2. Governor and Council. The requirement of Fiscal Committee approval is stated in the RSA below:

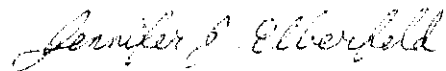
#### Section 21-I:56

##### 21-I:56 Reclassification of Positions or Increases. -

II. Any request to increase the salary of a classified position beyond grade 34 as provided in RSA 99:8 shall require the approval of the fiscal committee of the general court before it is submitted to the governor and council for its approval.

It will be your responsibility to bring the request for labor grade 35 before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify me with documentation, and we will begin the process necessary to bring this position reclassification/upgrade to Governor and Council for waiver approval per HB 2-FN-A-LOCAL, 224:315 Reclassification of Positions. Thank you.

Very truly yours,



Jennifer J. Elberfeld  
Classification & Compensation Administrator

Cc: Michael Connor, Director of Plant and Property Management  
Karen Hutchins, Director of Personnel

# State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

OFFICE OF THE COMMISSIONER

25 Capitol Street - Room 120

Concord, New Hampshire 03301



LINDA M. HODGDON  
Commissioner  
(603) 271-3201

JOSEPH B. BOUCHARD  
Assistant Commissioner  
(603) 271-3204

Ms. Karen D. Hutchins  
Director, Division of Personnel  
25 Capitol Street  
Concord, NH 03301

January 28, 2013

RE: Reclassification Request - Position # 10082

Dear Ms. Hutchins:

Enclosed please find the required documentation to process this request to reclassify position # 10082, Administrator II, Health and Safety Coordinator, Labor Grade 29 to a new proposed classified position entitled Administrator Plant and Property Management, Labor Grade 35.

During the last 8 to 10 years, the legislature has added several areas of new responsibilities to the Department of Administrative Services. New areas of responsibility include the transfer of the Bureau of Public Works Design and Construction, the transfer of building and property management responsibilities for Health and Human Services buildings as well as building and property management for property formerly occupied by the Department of Corrections in Laconia. Other additions include statewide fleet data recording and management, credit card oversight, surplus land disposition and statewide recycling. Most recent additions include consolidation of back office functions including human resource consolidation. Several of these responsibilities and respective personnel have been added over the years to the Division of Plant and Property Management creating a situation where the span of control is excessive and puts the state at risk.

As a result, I am requesting that we separate some of the duties in the Division of Plant and Property Management and create a new position to oversee building maintenance and related activities under the direction of the Director of Plant and Property Management. In order to achieve this goal I am requesting that position #10082, Administrator II, Health and Safety Coordinator, Labor Grade 29 be reclassified to a new proposed classified position entitled Administrator Plant and Property Management, Labor Grade 35.

I am assuming that we will be able to select someone with a start date of May 3, 2013. The cost to reclassify this position for FY 13 is estimated to be \$1,895.

Funds are available in 01-14-14-141510-7886-010.

Enclosed are copies of the proposed class specification, supplemental job description and organization charts that detail our current and proposed modifications.

Thank you for your assistance.

Sincerely,

A handwritten signature in cursive script that reads "Linda M. Hodgdon".

Linda M. Hodgdon

Enclosure  
cc: Michael Connor, Director

Class Specification

STATE OF NEW HAMPSHIRE  
HUMAN RESOURCES

Classification: ADMINISTRATOR PLANT & PROPERTY MANAGEMENT

Class Code:

Date Established:

Occupational Code:

Date of Last Revision:

**BASIC PURPOSE:** To direct and implement all the aspects of facility and security management for state owned buildings under the care of the department, including programs, policy, financial and personnel activities.

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES:**

- Develops department policies and procedures to ensure that all state owned buildings under the care of the department are maintained properly and in the most cost effective manner.
- Directs and monitors development of policies and procedures for security of all department buildings and grounds including security staff, building access systems, fire, burglar and building monitoring alarms and system testing.
- Develops and maintains health and safety policy for higher levels of management, applying safety and occupational health laws, regulations, principles and procedures to ensure that department buildings and office spaces are in compliance with state and federal health and safety guidelines.
- Serves as the Risk Management Coordinator for the department and acts as a liaison between the Joint Loss Management Committee and the Commissioner and executive staff for all department issues.
- Directs and monitors development of biennial operating and capital budgets for all state owned buildings under the care of the department, to ensure that the department has adequate resources to maintain buildings according to code and in the most effective manner.
- Directs and monitors the development of department energy reduction plans to ensure that the department is operating their facilities in the most energy efficient and cost effective manner.
- Meets with department heads and legislative leaders to coordinate life safety issues, building maintenance and renovation projects.
- Supervises management level staff to include hiring, approval of leave, performance evaluations and disciplinary action to ensure efficiency and productivity for the overall operations of the agency.
- Oversees the development of department wide service contracts to ensure that all state buildings are maintained according to local, state and federal requirements.
- Directs and monitors leasing of office space by state agencies; works with administrative staff to maximize the use of state office space.

## **DISTINGUISHING FACTORS:**

**Skill:** Requires skill in evaluating, planning or integrating analysis of data to formulate current and long-range solutions, strategies or policies of a specialized or technical nature.

**Knowledge:** Requires expertise in a highly specialized, technical or professional discipline to manage or create policy at a system wide administrative level.

**Impact:** Requires overall administrative responsibility for achieving agency objectives by directing all aspects of operations management. Errors at this level result in disruption of system wide programs or services as well as long-term adverse impact on agency image and the future success of organizational operations.

**Supervision:** Requires agency-wide administrative supervision, including the responsibility for developing and evaluating internal personnel policies. This level also involves the administrative management of a program which affects more than one agency, including overseeing the interaction of agency employees or policies to accomplish organizational objectives or goals.

**Working Conditions:** Requires performing regular job functions in a controlled environment with minimal exposure to disagreeable job elements and little risk of hazard to physical or mental health.

**Physical Demands:** Requires light work, including continuous walking or operating simple equipment for extended periods of time as well as occasional strenuous activities such as reaching or bending.

**Communication:** Requires acting as the official representative of the agency, including explaining and defending current and long-range goals or objectives which directly affect public policy decisions regarding major state programs and services.

**Complexity:** Requires formulating the combination of overall job functions in order to address highly diverse or novel situations requiring new concepts and imaginative approaches to a wide range of intellectual and practical problems.

**Independent Action:** Requires administrative decision-making in authorizing and monitoring the implementation of major department policies and procedures.

## **MINIMUM QUALIFICATIONS:**

**Education:** Master's degree from a recognized college or university with major study in business administration, engineering, architecture, or a related field.

**Experience:** Ten years experience at a high level supervisory administrative or business management work in a large public or private organization having responsibility for making decisions, with at least five years experience in the field of facilities or plant operation and maintenance and or occupational health.

OR

**Education:** Bachelor's degree from a recognized college or university with major study in business administration, engineering, architecture or a related field.

**Experience:** Twelve years' at a high level supervisory administrative or business management work in a large public or private organization having responsibility for making decisions, with at least seven years experience in the field of facilities or plant operation and maintenance and or occupational health.

**License/Certification:** Valid State of New Hampshire driver's license.

**RECOMMENDED WORK TRAITS:** Knowledge of building codes. In depth knowledge of applicable State and Federal workplace safety and health standards and codes, i.e. NH DOL, OSHA, NH DES, EPA, NIOSH, and NFPA. Ability to develop, implement and evaluate operational and technical policies and procedures relating to a variety of areas including building and equipment maintenance, building and grounds security, energy management and workplace safety and health standards. Ability to develop reports, analyze research results, and present findings. Ability to speak before legislators, agency officials, and public groups. Ability to establish and maintain effective working relationships with associates, subordinates, public and state officials and contractors. Must be proficient in communication and computer skills associated with preparing and presenting reports and presentations to the legislature and to all levels of management. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority.

**SPECIAL REQUIREMENTS:** None

**DISCLAIMER STATEMENT:** The supplemental job description lists typical examples of work and is not intended to include every job duty and responsibility specific to a position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.



## SUPPLEMENTAL JOB DESCRIPTION

Classification: ADMINISTRATOR PLANT & PROPERTY  
MANAGEMENT

Function Code:

Position Title: ADMINISTRATOR, PLANT AND PROPERTY  
MANAGEMENT

Date Established:

Position Number: 10082

Date of Last Amendment:

**SCOPE OF WORK:** To direct and implement all the aspects of facility and security management for state owned buildings under the care of the department, including programs, policy, financial and personnel activities.

### ACCOUNTABILITIES:

- Develops department policies and procedures to ensure that all state owned buildings under the care of the department are maintained properly and in the most cost effective manner. Directs and monitors the development of preventative maintenance programs and schedules in order to implement department wide programs and initiatives.
- Directs and monitors development of policies and procedures for security of all department buildings and grounds including security staff, building access systems, fire, burglar and building monitoring alarms and system testing to ensure that all security systems are tested and operating properly. Monitors and verifies that all building alarm systems are operating properly.
- Develops and maintains health and safety policy to higher levels of management, applying safety and occupational health laws, regulations, principles and procedures to ensure that department buildings and office spaces are in compliance with state and federal health and safety guidelines. Directs and monitors the development and compliance with safety and health program elements including but not limited to Hazard Communication Program, Lock Out Tag Out, Confined Space, Blood Borne Pathogens, Workstation Ergonomics, and Accident Reporting/Investigations. Serves as the Risk Management Coordinator for the department and acts as a liaison between the Joint Loss Management Committee and the Commissioner and executive staff for all department issues.
- Directs and monitors development of biennial operating and capital budgets for all state owned buildings under the care of the department to ensure that the department has adequate resources to maintain buildings according to code and in the most effective manner.
- Directs and monitors the development of department energy reduction plans to ensure that the department is operating their facilities in the most energy efficient and cost effective manner. Directs and coordinates development of the annual department energy plan and directs department efforts to comply with Executive Order 2011-1, "State Government to Lead by Example in Energy Efficiency."
- Meets with department heads and legislative leaders to coordinate building maintenance and renovation projects.
- Supervises management level staff to include hiring, approval of leave, performance evaluations and disciplinary action to ensure efficiency and productivity of the overall operations of the department.
- Oversees the development of department wide service contracts to ensure that all state buildings are maintained according to local, state and federal requirements.

- Directs and monitors leasing of office space by state agencies; works with administrative staff to maximize the use of state office space.
- Recognizes that everyone we come into contact with is a customer, and consistently treats all with courtesy, respect and professionalism, striving to exceed customer service expectations.

**MINIMUM QUALIFICATIONS:**

**Education:** Master's degree from a recognized college or university with major study in business administration, engineering, architecture, or a related field.

**Experience:** Ten years experience at a high level supervisory administrative or business management work in a large public or private organization having responsibility for making decisions, with at least five years experience in the field of facilities or plant operation and maintenance and or occupational health.

OR

**Education:** Bachelor's degree from a recognized college or university with major study in business administration, engineering, architecture or a related field.

**Experience:** Twelve years at a high level supervisory administrative or business management work in a large public or private organization having responsibility for making decisions, with at least seven years experience in the field of facilities or plant operation and maintenance and or occupational health.

**License/Certification:** Valid State of New Hampshire driver's license.

**RECOMMENDED WORK TRAITS:** Knowledge of building codes. In depth knowledge of applicable State and Federal workplace safety and health standards and codes, i.e. NH DOL, OSHA, NH DES, EPA, NIOSH, and NFPA. Ability to develop, implement and evaluate operational and technical policies and procedures relating to a variety of areas including building and equipment maintenance, building and grounds security, energy management and workplace safety and health standards. Ability to develop reports, analyze research results, and present findings. Ability to speak before legislators, agency officials, and public groups. Ability to establish and maintain effective working relationships with associates, subordinates, public and state officials and contractors. Must be proficient in communication and computer skills associated with preparing and presenting reports and presentations to the legislature and all levels of management. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority.

**SPECIAL REQUIREMENTS:** None

**DISCLAIMER STATEMENT:** The supplemental job description lists typical examples of work and is not intended to include every job duty and responsibility specific to a position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

**SIGNATURES:**

I have reviewed the content of the above job description with my supervisor.

Employee's Name and Signature

Date Reviewed

Supervisors Name and Title Michael P. Connor, Director Plant and Property Management Pos # 9U021

I have discussed the work responsibilities outlined by this job description with the above employee (s).

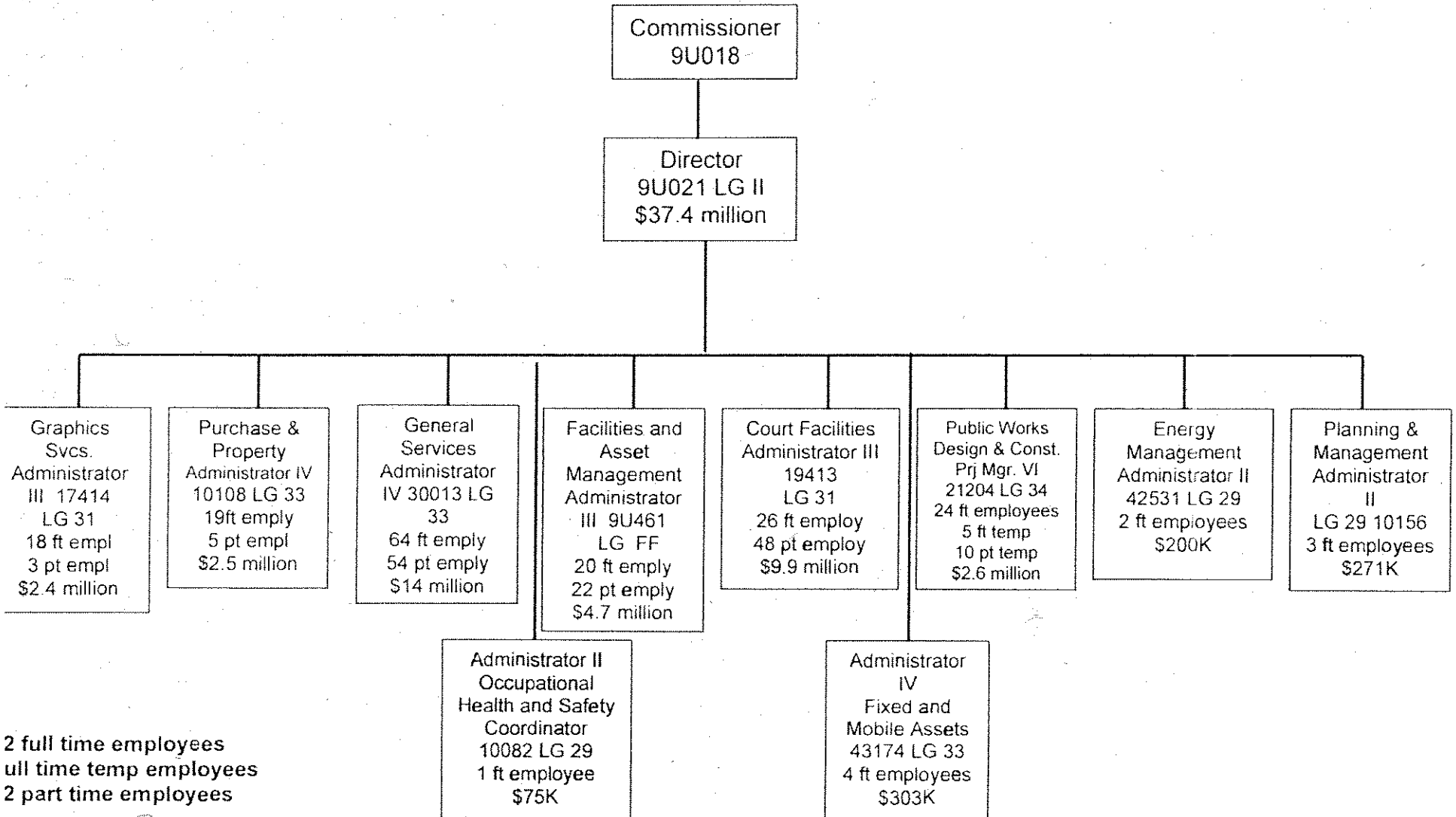
Supervisor's Signature

Date Reviewed

Division of Personnel

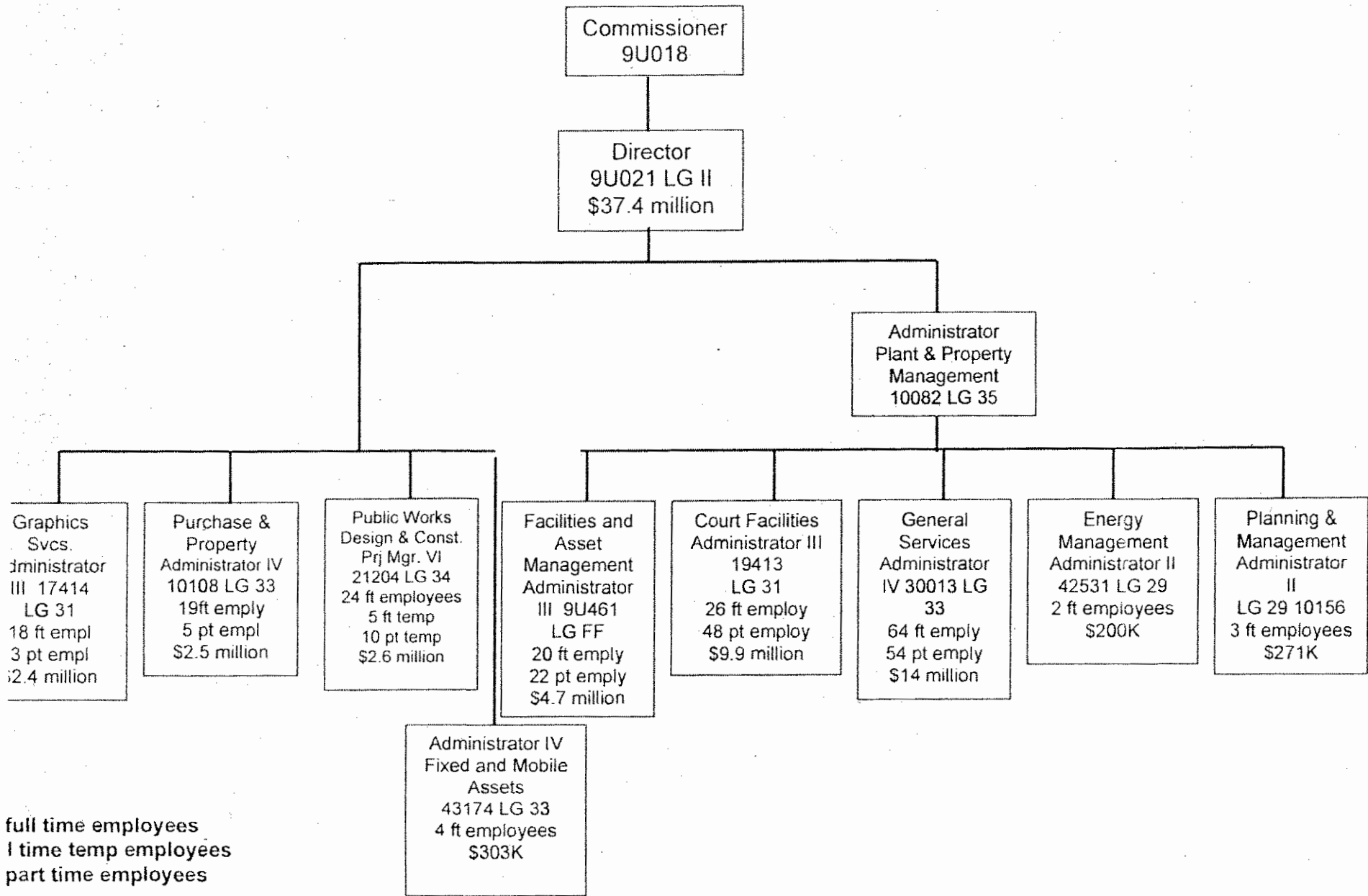
Date Approved

**Administrative Services**  
**Division of Plant and Property Management**  
**1/20/2013 Current**

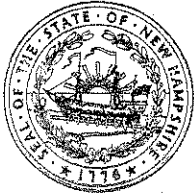


2 full time employees  
 ull time temp employees  
 2 part time employees

**Administrative Services  
Division of Plant and Property Management  
1/20/2013 Proposed**



full time employees  
part time employees



# State of New Hampshire

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

JOHN J. BARTHELMES  
COMMISSIONER

February 5, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of The General Court  
State House  
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

## Requested Action

Pursuant to RSA 9:16-a, authorize the Department of Safety, Division of State Police to transfer funds within State Police, Traffic Bureau, Ammunition, and Aircraft Traffic Surveillance as outlined below, in the amount of \$358,740.00 for anticipated shortages in current expense charges, Vehicle Maintenance, Holiday Pay, and Part Time Salaries, for the Fiscal Year 2013. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2013. Funding source: 81% Highway Funds and 19% Turnpike Funds.

### 02-23-234015-40030000 Dept. of Safety – Division of State Police – Traffic Bureau

Class	Description	SFY 13 Current Adjusted Authorized	Requested Action	Revised SFY 2013 Adjusted Authorized
UUU-000015	Highway Funds	(\$20,186,577.79)	\$12,960.00	(\$20,173,617.79)
UUU-000017	Turnpike Funds	(\$4,735,123.18)	\$3,040.00	(\$4,732,083.18)
010-500100	Personal Serv - Perm	\$ 13,693,449.00	\$ -	\$ 13,693,449.00
011-500126	Personal Serv - Unclass	\$ 105,565.00	\$ -	\$ 105,565.00
018-500106	Overtime	\$ 650,000.00	\$ -	\$ 650,000.00
019-500105	Holiday Pay	\$ 504,526.00	\$ 80,000.00	\$ 584,526.00
020-500215	Current Expense	\$ 458,628.70	\$ 147,740.00	\$ 606,368.70
022-500255	Rents-Leases Other Than State	\$ 42,057.48	\$ -	\$ 42,057.48
023-500291	Heat Electricity Water	\$ 103,681.00	\$ -	\$ 103,681.00
024-500224	Maint Other Than Build-Grn	\$ 4,864.00	\$ -	\$ 4,864.00
026-500251	Organizational Dues	\$ 2,900.00	\$ -	\$ 2,900.00
030-500301	Equipment	\$ 1,118,862.60	\$ -	\$ 1,118,862.60
050-500109	Personal Serv - Temp	\$ 70,000.00	\$ 35,000.00	\$ 105,000.00
060-500601	Benefits	\$ 6,398,070.00	\$ -	\$ 6,398,070.00
070-502970	In State Travel Reimbursement	\$ 1,601,994.58	\$ (278,740.00)	\$ 1,323,254.58
080-500710	Out of State Travel Reimb	\$ 20,000.00	\$ -	\$ 20,000.00
103-500737	Contracts for Op Services	\$ 147,102.61	\$ -	\$ 147,102.61
	Org 4003 Totals	\$ 24,921,700.97	\$ (16,000.00)	\$ 24,905,700.97

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
February 5, 2013  
Page 2 of 3

**02-23-23-234015-40060000 Dept. of Safety – Division of State Police – Aircraft Traffic Surveillance**

Class	Description	SFY 13 Current Adjusted Authorized	Requested Action	Revised SFY 2013 Adjusted Authorized
UUU-000015	Highway Funds	(\$162,300.40)	(\$77,760.00)	(\$240,060.40)
UUU-000017	Turnpike Funds	(\$38,070.46)	(\$18,240.00)	(\$56,310.46)
020-500235	Current Expense	\$ 117,570.86	\$ 96,000.00	\$ 213,570.86
022-500255	Rents-Leases Other Than State	\$ 8,800.00	\$ -	\$ 8,800.00
070-500705	In State Travel Reimbursement	\$ 74,000.00	\$ -	\$ 74,000.00
	Org 4006 Totals	\$ 200,370.86	\$ 96,000.00	\$ 296,370.86

**2-23-23-234015-40180000 Dept. of Safety – Division of State Police – Ammunition**

Class	Description	SFY 13 Current Adjusted Authorized	Requested Action	Revised SFY 2013 Adjusted Authorized
UUU-000015	Highway Funds	(\$110,970.00)	\$64,800.00	(\$46,170.00)
UUU-000017	Turnpike Funds	(\$26,030.00)	\$15,200.00	(\$10,830.00)
020-500200	Current Expense	\$ 137,000.00	\$ (80,000.00)	\$ 57,000.00
	Org 4018 Totals	\$ 137,000.00	\$ (80,000.00)	\$ 57,000.00

**Explanation**

**Traffic Bureau** is in need of additional funds for unanticipated PC access charges paid to Telecommunications and other miscellaneous expenditures, such as uniforms due to new Troopers hired during the current SFY and ballistic vests that have reached their expiration and need to be replaced for the safety of our Troopers. Additional funds are also needed to cover holiday pay for sworn personnel that are required to be on duty on the holidays. Benefits are sufficient in this account to cover this increase in personnel costs. Funds are available for transfer from **Ammunition** to meet this need as the spend rate of this account has been less than projected.

**Aircraft Traffic Surveillance** is in need of additional funds to pay for the overhaul of the engine on the 2008 Cessna 182T airplane. The airplane is due for the engine overhaul when it reaches 2000 hours, this came sooner than anticipated due to the aircraft flying more often than it has in the past. For the safety of the public and the pilots, it is imperative that the engine overhaul be performed timely.

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

*Does transfer involve continuing programs or one-time projects?* The transfer involves continuing programs.

*Is this transfer required to maintain existing program level or will it increase the program level?* This transfer is required to maintain existing program levels.

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of The General Court

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
February 5, 2013  
Page 3 of 3

*Cite any requirements which make this program mandatory.* RSA 21-P


*Identify the source of funds on all accounts listed on this transfer.* The source of funds for all accounts listed on this transfer is 81% Highway Funds 19% Turnpike Funds.

*Will there be any effect on revenue if this transfer is approved or disapproved?* There will be no effect on revenue.

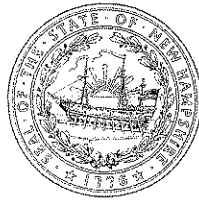
*Are funds expected to lapse if this transfer is not approved?* Yes, the funds will lapse if the transfer is not approved.

*Are personnel services involved?* Yes, the transfers are for holiday pay for required sworn officers and for part time dispatch personnel.

Respectfully submitted,

  
John J. Barthelmes  
Commissioner of Safety





Catherine A. Provencher  
STATE TREASURER

THE STATE OF NEW HAMPSHIRE  
STATE TREASURY

25 CAPITOL STREET, ROOM 121

CONCORD, N.H. 03301

603-271-2621

FAX 603-271-3922

E-mail: cprovencher@treasury.state.nh.us

TDD Access: Relay NH 1-800-735-2964

March 12, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, NH 03301

**REQUESTED ACTION**

Pursuant to RSA 9:16-a, the State Treasury respectfully requests a transfer of appropriated funds in the amount of \$ 651,607 for debt service payments, as follows, effective upon Fiscal Committee and Governor and Council approval through June 30, 2013. This accounting unit is 97% general funds and 3% federal funds.

State Treasury  
01-38-38-380010-20760000 – Debt Service  
Fiscal Year 2013


Class	Description	Current Budget	Requested Transfer	Revised Budget
Expenditure				
043	Debt Service (Treasury)	\$ 76,088,621	\$ (651,607)	\$ 75,437,014
044	Debt Service (Other Agencies)	24,737,013	651,607	25,388,620
	<b>Total</b>	<b>\$ 100,825,634</b>	<b>\$ 0</b>	<b>\$ 100,825,634</b>
Revenue				
001	000010 - General Funds	\$ 98,706,078	\$ 0	\$ 98,706,078
000	406877 - Bonds Interest Subsidy	2,119,556	0	2,119,556
	<b>Total</b>	<b>\$ 100,825,634</b>	<b>\$ 0</b>	<b>\$ 100,825,634</b>

**EXPLANATION**

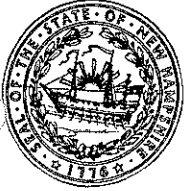
The appropriations for debt service payments are calculated based upon estimated rates and projected bond issuances at the time the budget is prepared. Due to changing rates, bond refunding and actual issuances, the payment schedules may change resulting in a surplus or shortfall in these classes.

- A. **Justification:** *The purpose of this request is to adjust the shortfall and surplus appropriations in the debt service classes in order to make the required debt service payments from the appropriate accounts.*
- B. **Does the transfer involve continuing programs or one-time projects?** *This transfer involves a continuing program.*
- C. **Is the transfer required to maintain the existing program level or will it increase the program level?** *This transfer is required to maintain the existing program level and will not increase it.*
- D. **Cite any requirements which make this program mandatory.** *Debt service payments are required pursuant to RSA 6-A:2 because the related bonds issued "are deemed a pledge of the faith and credit of the state."*
- E. **Identify the source of the funds on all accounts listed on this transfer.** *The source of funds for class 043 and 044 are 97% general and 3% federal.*
- F. **Will there be any effect on revenue if this transfer is approved or disapproved?** *There will be no effect on revenue as a result of this transfer.*
- G. **Are funds expected to lapse if this transfer is not approved?** *Any surplus appropriations will lapse on June 30, 2013*
- H. **Are personnel services involved?** *This transfer does not involve any personnel services.*

Sincerely,



Catherine A. Provencher  
State Treasurer



## New Hampshire Veterans Home

139 Winter Street  
Tilton, NH 03276-0229



Margaret D. LaBrecque  
Commandant

Telephone: (603) 527-4400  
Fax: (603) 527-4402

March 13, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court, and

Her Excellency, Governor, Margaret Wood Hassan  
And the Honorable Council  
State House  
Concord, NH 03301

### REQUESTED ACTION

Pursuant to RSA 9:16a authorize the New Hampshire Veterans Home to transfer appropriation funding in the total amount of \$90,000, for the fiscal year 2013 to compensate for unexpected shortfalls and to adjust the budget between existing expenditure lines upon Fiscal Committee and Governor and Council approval through June 30, 2013. Funding source: 38% Federal 44% Agency 18% General.

#### 05-43-43-0430010-53590000, New Hampshire Veterans Home, Professional Services

	Current Budget	Requested Action	Adjusted Budget
000 Federal Revenue	8,189,931		8,189,931
009 Agency Income	9,483,076		9,483,076
General Funds	3,892,071		3,892,071
Total Revenues	21,565,078		21,565,078
010 Personal Services - Classified	12,355,424		12,355,424
011 Personal Services - Un Classified	116,373		116,373
018 Overtime	107,810		107,810
019 Holiday	292,318		292,318
020 Current Expense	574,183	90,000	664,183
021 Food Institutional	568,250		568,250
026 Organizational Dues	2,000		2,000
027 Transfer to DoIT	100,075		100,075
030 Equipment	50,000		50,000
041 Audit Fund Set aside	6,055		6,055
046 Consultants	307,583	(90,000)	217,583
050 Personal Service Temp	633,682		633,682
060 Benefits	6,439,825		6,439,825
070 In State Travel	10,500		10,500
080 Out of State Travel	1,000		1,000
Totals	21,565,078		21,565,078

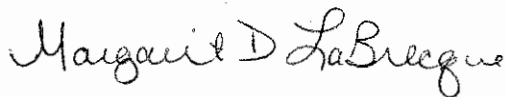
## EXPLANATION

In the development of the operating budget for FY 13, it was not anticipated that the Home would have a resident that would need medical transportation (dialysis) on a three days a week basis. The cost of this service has reduced the current expense budget more than expected. The Home has been diligent with savings of consultant services from a new contract for behavior health, which has shown a saving in the consultant line.

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested actions:

- A. Justification: The purpose of this request is to allow the Home to fund the current expense as required to pay for the service of transportation to medical appointment for a dialysis resident.
- B. Does this transfer involve continuing programs or one-time projects? This transfer involves continuing programs.
- C. Is this transfer required to maintain existing program levels or will it increase the program level? This transfer is required to fund existing levels of current expense.
- D. Cite any requirements, which make this program mandatory. The residents live in the Home and must have access to medical transportation.
- E. Identify the source of funds on all accounts listed on this transfer. Funding sources for FY12 are expected to be as follows: 38% Federal 44% Agency 18% General
- F. Will there be any effect on revenue if this transfer is approved or disapproved? No.
- G. Are funds expected to lapse if this transfer is not approved? Yes.
- H. Are personnel services involved? No.

Yours sincerely,



Margaret D. LaBrecque  
Commandant



THE STATE OF NEW HAMPSHIRE  
INSURANCE DEPARTMENT

FIS 13 097

21 SOUTH FRUIT STREET SUITE 14  
CONCORD, NEW HAMPSHIRE 03301

Roger A. Sevigny  
Commissioner

FISCAL COMMITTEE
Received 3/29/13
Filing Date _____

Alexander K. Feldvebel  
Deputy Commissioner

March 27, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan  
And the Honorable Executive Council  
State House  
Concord, NH 03301

*100% Insurance Assessment Funds*

Requested Action

Pursuant to RSA 9:16-a, authorize the Insurance Department to transfer appropriated Contracts for Program Services funds, in the amount of \$78,200, to cover increased cost of Retirees Health Insurance. This action is to be effective upon Fiscal Committee and Governor and Council Approval through June 30, 2013. Source of funds is 100% Other Funds. Funds are to be budget as follows:

FY2013 Department of Insurance, Administrative Division  
02-24-24-2400-25200000

Class	Description	FY13 Appropriation	Requested Transfer	Revised Appropriation
010	Personal Services/Permanent	\$2,781,404.00		\$2,781,404.00
011	Personal Services/Unclassified	\$196,470.00		\$196,470.00
012	Personal Services/Unclassified2	\$99,290.00		\$99,290.00
013	Personal Services/Unclassified3	\$78,467.00		\$78,467.00
014	Personal Services/Unclassified4	\$769,847.00		\$769,847.00
020	Current Expenses	\$120,991.00		\$120,991.00

The Honorable Mary Jane Wallner, Chairman  
 Fiscal Committee of the General Court  
 State House  
 Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan  
 And the Honorable Executive Council  
 State House  
 Concord, NH 03301

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022	Rents-Leases Other than State	\$24,853.00		\$24,853.00
024	Maint. Other than Building-Grnds	\$6,641.00		\$6,641.00
026	Organizational Dues	\$20,920.00		\$20,920.00
027	Transfer to OIT	\$300,151.00		\$300,151.00
028	Transfers to General Services	\$216,992.00		\$216,992.00
030	Equipment New/Replacement	\$50,000.00		\$50,000.00
040	Indirect Cost	\$166,499.00		\$166,499.00
046	Consultants	\$347,623.00		\$347,623.00
049	Transfer to Other State Agencies	\$37,667.00		\$37,667.00
057	Books Periodicals Subscription	\$13,415.00		\$13,415.00
060	Benefits	\$1,771,030.00		\$1,771,030.00
064	Retiree Health Insurance	\$90,747.00	\$78,200.00	\$168,947.00
065	Board Expenses	\$5,000.00		\$5,000.00
066	Employee Training	\$11,416.00		\$11,416.00
070	In-State Travel Reimbursement	\$14,455.00		\$14,455.00
080	Out-of State Travel Reimbursement	\$25,005.00		\$25,005.00
102	Contracts for Program Services	\$252,700.00	(\$78,200.00)	\$174,500.00
105	Regulatory Hearing Expenses	\$57,271.00		\$57,271.00
235	Transcription Services	\$5,581.00		\$5,581.00
TOTAL		\$7,464,435.00		\$7,464,435.00
Source of Funds – Other	009-401637	(\$7,464,435.00)		(\$7,464,435.00)

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan  
And the Honorable Executive Council  
State House  
Concord, NH 03301

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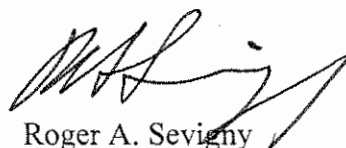
### EXPLANATION

The New Hampshire Insurance Department budget line item 064 Retiree Health Insurance will fall short by about \$78,200 by end of Fiscal Year 2013. This shortage is due to unanticipated increase in participants to the health insurance cost line item. We would like to transfer these funds from line item 102 Contracts for Program Services since we anticipate a surplus in this line item.

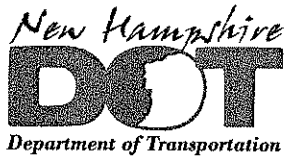
The following changes in appropriation authority are being requested:

1. Class 064 – Retiree Health Insurance - \$168,947.00  
Appropriation increase is needed to meet the expense of unanticipated increase in number of retirees in this line item.
2. Class 102 – Contract for Program Services - \$174,500.00  
Sufficient funds exist in line 102 Contract for Program Services.

Respectfully submitted,



Roger A. Sevigny  
Insurance Commissioner



**THE STATE OF NEW HAMPSHIRE**  
DEPARTMENT OF TRANSPORTATION



**CHRISTOPHER D. CLEMENT, SR.**  
COMMISSIONER

**JEFF BRILLHART, P.E.**  
ASSISTANT COMMISSIONER

March 26, 2013  
Operations Division

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Pursuant to RSA 9:16-a authorize the Department of Transportation to transfer \$465,068 between Highway Fund accounts and classes effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2013 as follows:

04-096-096-960515-2073	Current Budget	Requested Change	Revised Budget
<b>Asset Maintenance &amp; Preservation</b>			
<b>Expenses:</b>			
018 500106 Overtime	\$2,000	\$(500)	\$1,500
020 500200 Current Expense	26,045	6,000	32,045
022 500255 Rents-Leases Other than State	30,000	(6,000)	24,000
046 500463 Consulting	35,000	(8,668)	26,332
047 500240 Own Forces Maint Bldgs & Grnds	137,903	11,668	149,571
048 500226 Contractual Maint Bldgs & Grnds	158,000	0	158,000
050 500109 Personal Services - Temporary	1,000	(1,000)	0
060 500601 Benefits	2,877	0	2,877
400 500870 Construction-Repairs & Materials	79,975	(500)	79,475
401 500877 Land Interest	18,216	(1,000)	17,216
Total	\$491,016	\$0	\$491,016

<b>Source of Funds</b>			
<b>Revenue:</b>			
000-000015 Highway Fund	\$491,016	\$0	\$491,016



04-096-096-960515-3048	Current Budget	Requested Change	Revised Budget
<b>Maintenance Critical Repair</b>			
<b>Expenses:</b>			
018 500106 Overtime	\$5,000	\$(3,500)	\$1,500
020 500200 Current Expense	30,000	0	30,000
022 500255 Rents-Leases Other than State	26,810	0	26,810
024 500225 Maint. Other than Bldg-Grounds	49,000	(20,900)	28,100
030 500311 Equipment	70,130	0	70,130
046 500463 Consulting	15,000	(13,000)	2,000
047 500240 Own Forces Maint Bldgs & Grnds	110,000	37,400	147,400
048 500226 Contractual Maint Bldgs & Grnds	151,350	0	151,350
060 500601 Benefits	887	0	887
400 500870 Construction-Repairs & Materials	187,679	0	187,679
Total	\$645,856	\$0	\$645,856
<b>Source of Funds</b>			
<b>Revenue:</b>			
000-000015 Highway Fund	\$645,856	\$0	\$645,856

04-096-096-960515-3009	Current Budget	Requested Change	Revised Budget
<b>Traffic Operations</b>			
<b>Expenses:</b>			
010 500100 Personal Services – Permanent	\$2,607,282	\$0	\$2,607,282
017 500147 FT Employees Special Payment	10,465	0	10,465
018 500106 Overtime	283,000	0	283,000
019 500105 Holiday Pay	1,500	0	1,500
020 500200 Current Expense	2,783,347	0	2,783,347
022 500255 Rents-Leases Other than State	10,331	0	10,331
023 500291 Heat, Electricity, Water	263,400	0	263,400
024 500225 Maint. Other than Bldg-Grounds	55,500	0	55,500
025 506467 State Owned Equipment Usage	806,306	0	806,306
030 500311 Equipment	90,682	0	90,682
047 500240 Own Forces Maint Bldgs & Grnds	12,694	0	12,694
048 500226 Contractual Maint Bldgs & Grnds	136,248	0	136,248
050 500109 Personal Services - Temporary	50,000	10,000	60,000
059 500117 Temp Full Time	36,000	(10,000)	26,000
060 500601 Benefits	1,561,455	0	1,561,455
070 500704 In-State Travel	41,000	0	41,000
Total	\$8,749,210	\$0	\$8,749,210

<b>Source of Funds</b>			
<b>Revenue:</b>			
000-408043 Federal Funds	\$2,816,174	\$0	\$2,816,174
007-402193 Agency Income	202,524	0	202,524
009-402457 Agency Income	32,476	0	32,476
000-000015 Highway Fund	5,698,036	0	5,698,036
Total	\$8,749,210	\$0	\$8,749,210

04-096-096-963515-3054	Current Budget	Requested Change	Revised Budget
<b>Consolidated Federal</b>			
<b>Expenses:</b>			
018 500106 Overtime	\$245,354	\$0	\$245,354
020 500200 Current Expense	123,011	400,000	523,011
022 500255 Rents-Leases Other than State	33,207	0	33,207
023 500291 Heat, Electricity, Water	72,825	0	72,825
024 500225 Maint. Other than Bldg-Grounds	76,273	0	76,273
025 506467 State Owned Equipment Usage	47,205	0	47,205
026 500251 Organizational dues	105,250	0	105,250
030 500311 Equipment	877,270	0	877,270
041 500801 Audit Fund Set Aside	395,560	0	395,560
046 500463 Consulting	61,621,622	0	61,621,622
049 500294 Transfer to Other State Agencies	122,279	0	122,279
050 500109 Personal Services - Temporary	508,780	0	508,780
052 500104 Masters FICA	1,706	0	1,706
060 500601 Benefits	93,214	0	93,214
066 500545 Employee Training	19,266	0	19,266
070 500704 In-State Travel	209,047	0	209,047
080 500712 Out of State Travel	20,963	0	20,963
400 500870 Construction-Repairs & Materials	321,548,586	(400,000)	321,148,586
401 500877 Land Interest	88,536,527	0	88,536,527
Total	\$474,657,945	\$0	\$474,657,945

<b>Source of Funds</b>			
<b>Revenue:</b>			
000-409151 Federal Funds	\$435,411,773	\$0	\$435,411,773
005-402851 Private Local Funds	34,922,416	0	34,922,416
000-000015 Highway Fund	4,323,756	0	4,323,756
Total	\$474,657,945	\$0	\$474,657,945

## EXPLANATIONS

The Department requests authorizations to transfer budgeted account funds among the various accounts in order to pay for services incurred in meeting the State's transportation demands. Specific explanations relating to the Department's spending requests are as follows:

### Asset Maintenance & Preservation (2073) – 100% Highway Funds

Asset Maintenance and Preservation (2073) is used to complete projects to improve, repair, replace, and provide small additions to NHDOT facilities. Repairs and priorities change as things deteriorate or break during the fiscal year. Projects this fiscal year include: fences and gates, siding, electrical, septic systems, storage building, roof replacements, salt/sand shed repairs, convert storage building to warehouse, generator transfer switch installation, concrete floor, wood shed construction, spreader rack construction, etc. The requested transfers are to realign the appropriations based on project needs as determined by Division of Operation's management.

### Maintenance Critical Repair (3048) – 100% Highway Funds

Maintenance and Critical Repair (3048) is used to provide more critical attention to our NHDOT facilities. Critical repairs and priorities change as things deteriorate or break during the fiscal year. Projects this fiscal year include: underground tank repair, furnace replacement, overhead door repair/replacement, rewiring sheds, rest area well pump replacement, foundation repair, insulate and stain shed, reconstruct spreader racks, replace failing septic system, and electrical repairs. The requested transfers are to realign the appropriations based on project needs as determined by Division of Operation's management.

### Traffic Operations (3009)–65.1% Highway Funds, 32.2% Federal Funds, 2.7% Agency Income

Class 050      Increase Personnel Services – Temporary by \$10,000 to fund spring pavement marking. The pavement marking operation at the Bureau of Traffic utilizes 7 temporary employees. Most years this is split between temporary employees who have achieved class 59 status and temporary employees who have not and are therefore, class 50 employees. (For a temporary employee to achieve class 59 status, they need to work 130 days in a 12 month period.) This is not the case this season. We are anticipating only one class 59 employee to return, which means the remaining 6 will be class 50 employees. Due to this change we will have an unused balance in class 59 and will not have enough of a balance in class 50. This transfer will allow the expected expenditures from Class 50 to be funded.

Class 059      Decrease Temp Full Time by \$10,000 to fund spring pavement marking. There are funds available in this class code due to a reduction in the number of class 59 temporary pavement marking help that will be hired for the summer. For a temporary employee to achieve class 59 status, they need to work 130 days in a 12 month period. For the coming

season, there will only be one employee coming into the operation that will have achieved this status. There are sufficient funds available after this transfer to pay this employee for the remainder of the fiscal year.

**Consolidated Federal (3054) - 91.7% Federal Funds, 7.3% Private Local Funds and 1% Highway Funds**

- Class 020 Increase Current Expense by \$400,000. This transfer will fund a Federal Highway Administration project to purchase lane striping paint for application on Highway Safety Improvement Program (HSIP) funded roads.
- Class 400 Decrease Construction Repair Materials by \$400,000 to reallocate Federal funds to align with available Federal program funds.

The following is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the above requested actions:

1. Does transfer involve continuing programs or one-time projects?  
Transfers are for continuing programs (not one-time).
2. Is this transfer required to maintain existing program level or will it increase program level?  
Transfers are to maintain existing program levels (no increase in program level).
3. Cite any requirements, which make this program necessary.  
RSA 21-L:2, in part, establishes that the Department will be responsible for planning, developing, and maintaining a state transportation network. This transfer will facilitate the accomplishment of this responsibility.
4. Identify the source of funds on all accounts listed on this transfer.  
Source of funds is Highway Funds, Federal Fund, Private Local Funds and Agency Income.
5. Will there be any effect on revenue if this transfer is approved or disapproved?  
This transfer will have no effect on revenue.
6. Are funds expected to lapse if this transfer is not approved?  
Should funds lapse as a result of not approving this request for project funding, such funds will lapse to their respective account fund balances.
7. Are personal services involved?  
Yes, there are personnel services are involved. No positions will be added to fund these transfers.

Your approval of this resolution is respectfully requested.

Sincerely,

Handwritten signature in black ink, appearing to read "C. D. Clement, Sr." with a stylized flourish at the end.

Christopher D. Clement, Sr.  
Commissioner

Virginia M. Barry, Ph.D.  
Commissioner of Education  
Tel: (603) 271-3144



Paul K. Leather  
Deputy Commissioner  
Tel: (603) 271-3801

FIS 13 099

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF EDUCATION  
DEPT. OF EDUCATION CITIZENS SERVICES 1-800-339-9900  
21 South Fruit Street, Suite 20  
Concord, NH 03301  
603-271-3471 TTY/V

March 25, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUEST ACTION**

Pursuant to RSA 9:16-c, I, authorize the NH Department of Education to transfer FY13 federal funds between classes in the amount of \$2,951,136.00 in order to maximize the use of federal funds and to significantly increase expenditures in Class 603. This action is to be effective upon Fiscal Committee and Governor and Council approval through June 30, 2013. Source of funds is 100% Federal Funds are to be budgeted as follows:

06-56-56-565510-40200000

Department of Education, Division of Career Technology & Adult Learning,  
Vocational Rehabilitation Field Programs -Match

Class	Description	FY 13 Appropriation w/ FY12 Balance Forward	Requested Transfer	Revised Appropriation
010	Personal Service/Permanent	\$3,234,463.28	(430,000.00)	2,804,463.28
018	Overtime	33,622.00	(33,622.00)	0.00
020	Current Expense	366,100.54	(250,000.00)	116,100.54
021	Food Institutions	14,514.94	(14,514.00)	0.94

The Honorable Mary Jane Wallner, Chairman  
 Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan  
 and the Honorable Council

March 25, 2013

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Class	Description	FY 13 Appropriation w/ FY12 Balance Forward	Requested Transfer	Revised Appropriation
022	Rents/Leases other than State	588,729.13	(100,000.00)	488,729.13
023	Heat, Electric	37,958.74	(36,000.00)	1,958.74
024	Maintenance other than Building/Grounds	9,350.00	(9,000.00)	350.00
026	Organizational Dues	23,160.96	(10,000.00)	13,160.96
027	Transfer to DOIT	633,525.87	(400,000.00)	233,525.87
029	Intra-Agency Transfers to Data	8,432.24	(8,000.00)	432.24
030	Equipment New/Replacement	292,131.63	(200,000.00)	92,131.63
040	Indirect Cost	1,011,741.98	(500,000.00)	511,741.98
041	Audit Fund Set Aside	16,655.64	0.00	16,655.64
042	Additional Fringe Benefits	516,261.29	0.00	516,261.29
046	Consultants	152,708.73	(125,000.00)	27,708.73
049	Transfer to Other State Agencies	308,526.75	(300,000.00)	8,526.75
050	Personal Service	116,947.81	0.00	116,947.81
057	Books Periodicals	30,000.00	(30,000.00)	0.00
060	Benefits	1,632,142.09	0.00	1,632,142.09
066	Employee Training	160,000.00	(160,000.00)	0.00
067	Training of Providers	30,000.00	(30,000.00)	0.00
070	In-State Travel Reimbursement	164,630.62	(70,000.00)	94,630.62
080	Out-State Travel Reimbursement	93,018.02	(60,000.00)	33,018.02
102	Contracts for Program Services	1,931,771.05	0.00	1,931,771.05
103	Contracts for Op Services	55,666.68	(35,000.00)	20,666.68
230	Interpreter Service	150,000.00	(150,000.00)	0.00
601	State fund Match	3,018,032.35	0.00	3,018,032.35
603	VR Clients	4,491,931.96	2,951,136.00	7,443,068.96
		\$19,122,024.30	0.00	\$19,122,024.30
		(\$19,122,024.30)	0.00	(\$19,122,024.30)

Source of funds                    84% Federal                    000-404544  
    16% General

General funds in Accounting Unit 40200000 are used exclusively in Class 601, State Fund Match, and are not subject to this transfer request.

**EXPLANATION**

The Vocational Rehabilitation program as authorized by Title I of the Rehabilitation Act of 1973, as amended provides vocational rehabilitation services for individuals with disabilities so that those individuals may prepare for and engage in gainful employment consistent with their strengths, priorities, concerns, capabilities, interests and informed choice. The following changes in appropriation authority are being requested:

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
March 25, 2013  
Page Three

1. Class 010 – Personal Service Permanent - \$2,804,463.28. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
2. Class 018 – Overtime - \$0.00. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
3. Class 020 – Current Expense - \$116,100.54. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
4. Class 021 – Food Institutions - \$0.94. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
5. Class 022 – Rents/Leases other than State - \$488,729.13. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
6. Class 023 – Heat, Electric - \$1,958.74. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
7. Class 024 – Maintenance other than Building Grounds - \$350.00. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
8. Class 026 – Organizational Dues - \$13,160.96. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
9. Class 027 – Transfer to DOIT - \$233,525.87. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
10. Class 029 – Intra-Agency Transfers - \$432.24. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
11. Class 030 – Equipment New Replacement - \$92,131.63. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
12. Class 040 – Indirect Cost - \$511,741.98. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
13. Class 046 – Consultants - \$27,708.73. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
14. Class 049 – Transfer to Other State Agencies - \$8,526.75. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
15. Class 057 – Books, Periodicals, Subscriptions - \$0.00. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.

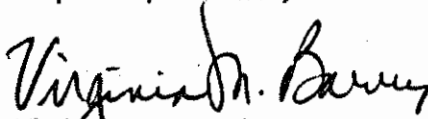


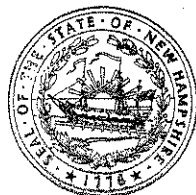
The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
March 25, 2013  
Page Four

16. Class 066 – Employee Training - \$0.00. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
17. Class 067 – Training of Providers - \$0.00. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
18. Class 070 – In-State Travel Reimbursement - \$94,630.62. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
19. Class 080 – Out-State Travel Reimbursement - \$33,018.02. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
20. Class 103 – Contracts for Operational Services - \$20,666.68. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
21. Class 230 – Interpreter Service - \$0.00. Balance of appropriation is in excess of anticipated expenditures for the remainder of this fiscal year.
22. Class 603 – VR Clients - \$7,443,068.90. Appropriation increase is needed to meet the expenses of client services for the fiscal year.

Respectfully submitted,

  
Virginia M. Barry, Ph.D.  
Commissioner of Education



# State of New Hampshire

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

JOHN J. BARTHELMES  
 COMMISSIONER



March 4, 2013

The Honorable Mary Jane Wallner, Chairman  
 Fiscal Committee of the General Court  
 State House  
 Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan  
 and the Honorable Council  
 State House  
 Concord, New Hampshire 03301

**Requested Action**

Pursuant to RSA 14:30-a, VI, authorize the Department of Safety, Division of State Police, to amend Fiscal Item #FIS 09-342, originally approved by Fiscal Committee on October 20, 2009, and Governor and Council, Item #72, on November 4, 2009, and subsequently amended on September 21, 2010 (#FIS 10-267), and May 21, 2012 (#FIS 12-167), and by Governor and Council on September 22, 2010 (Item #211), and June 6, 2012 (Item #138), by reallocating federal pass-through American Recovery and Reinvestment Act (ARRA) funds from the NH Department of Justice in the amount of \$159,677.00 and to accept and expend an additional \$12,487.00 for the purpose of continuing to fund the Cold Case Unit. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2013. Funding Source: 100% Transfers from other Agencies (ARRA Funds).

Funds are to be budgeted in the account titled Cold Case Unit ARRA Award.

02-23-23-239910-08970000 Dept. of Safety Division of State Police Cold Case Unit ARRA Award

<u>Class</u>	<u>Description</u>	<u>Current</u>			<u>Revised</u>
		<u>Appropriation SFY 2013</u>	<u>Requested Action Reallocation</u>	<u>Requested Action Additional Funds</u>	<u>Appropriation SFY 2013</u>
001	Transfers from Other Agencies	\$ (301,223.79)	\$ -	\$ (12,487.00)	\$ (313,710.79)
018-500106	Overtime	\$ 27,219.24	\$ (15,015.00)	\$ -	\$ 12,204.24
020-500220	Current Expense	\$ 1,716.63	\$ -	\$ -	\$ 1,716.63
030-500300	Equipment	\$ 2,315.92	\$ 118,178.00	\$ 12,487.00	\$ 132,980.92
038-509038	Technology - Software	\$ 685.00	\$ -	\$ -	\$ 685.00
040-500800	Indirect Cost	\$ 28,024.59	\$ (10,051.00)	\$ -	\$ 17,973.59
050-500109	Part Time Salaries	\$ 10,284.00	\$ (10,284.00)	\$ -	\$ -
059-500117	Temp Full Time	\$ 44,531.86	\$ 41,499.00	\$ -	\$ 86,030.86
060-500602	Benefits	\$ 123,366.57	\$ (99,327.00)	\$ -	\$ 24,039.57
080-500713	Out-Of-State Travel	\$ 29,917.48	\$ (15,000.00)	\$ -	\$ 14,917.48
103-502664	Contracts For Operational Services	\$ 33,162.50	\$ (10,000.00)	\$ -	\$ 23,162.50
	<b>Total</b>	<b>\$ 301,223.79</b>	<b>\$ -</b>	<b>\$ 12,487.00</b>	<b>\$ 313,710.79</b>

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council

March 4, 2013

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### Explanation

This grant is being used to fund two (2) back-fill State Police Trooper I positions. The overall expectations of this project would be that the personnel assigned would dedicate their time to the investigation of unsolved homicides in New Hampshire. By focusing on these cases and not be assigned other duties, it is the Cold Case Unit's hope to increase the efficiency in conducting interviews, evaluating evidence and determining if new technology in the forensic field could assist in gaining more evidence to solve the case.

- **Program Title:** State and Local Law Enforcement Assistance
- **Short Description:** Funds used for law enforcement purposes by the Attorney General's Office and sub-grants to State, County, and Municipal Law Enforcement programs.
- **Granting Agency:** U.S. Department of Justice
- **Award Criteria:** Byrne Justice Assistance Grant (JAG) grants are allocated based on a formula of population and violent crime statistics, in combination with a minimum allocation to ensure that each state and territory receives an appropriate share of funding. Sixty percent of the allocation is awarded to the state and 40 percent is set aside for units of local governments.
- **Managing agency:** New Hampshire Attorney General's Office
- **ARRA Funding:** ARRA appropriations nationwide = \$2,000,000,000 New Hampshire Funds = \$9,774,576 Department of Safety funds = \$685,926.
- **Time Line:** Grant expiration - 6/30/2013

What is the funding to be used for? Funding is being used to fund two (2) Troopers to be assigned as back-fill positions to the Investigative Services Bureau of the Division of State Police in an effort to dedicate time solely to the investigation of unsolved homicides in New Hampshire.

Who is being served by the increase in funding and how many people are impacted? The direct beneficiaries of the added funding and people being served within the State of New Hampshire are the victims and ultimately the criminals that could be brought to justice if these cases could be solved due to the updated technology and time that can be devoted to these cold cases.

How many people are to be served? The Investigative Services Bureau currently has a list of cases that are unsolved and many of these cases are assigned to members of the unit who work on these cases as well as current homicides.

What is the impact on jobs in New Hampshire, if known? Funding allowed the Division to hire two (2) Troopers.

What job skills are being enhanced in the workforce through the receipt of additional funding or new programs, if any? Funds are used to fund two (2) back-fill Troopers in the field of Law Enforcement.

Do the new funds supplant or supplement existing program funding? Funds received would supplement and enhance the existing Division of State Police Investigative Services Bureau.

What are the projected outcomes of the program? The overall expectations of this project would be that the personnel assigned would dedicate their time working only these unsolved cases. By focusing on these cases and not being assigned other duties, it is the Cold Case Unit's hope to increase the efficiency in conducting interviews, evaluating evidence and determining if new technology in the forensic field could assist in gaining more evidence to solve the case.

If pass-thru funding from the state agency, please include list of dollars to be sub-granted to each NH community if available or known. If matching funds are to be provided, note clearly the source of the match and responsible party.

N/A.

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council

March 4, 2013

Page 3 of 3

Funds are to be budgeted/reallocated as follows:

Class 018 – Overtime – This decrease is due to the reallocation of the federal budget and reduced need for overtime.

Class 030 – Equipment – This increase is due to the reallocation of the approved federal budget to purchase a 3D imaging device for the Major Crime Unit and an imaging system for gellifters for the State Police Lab.

Class 040 – Indirect Cost – This decrease is due to the fluctuation in the indirect cost rate paid to Administrative Services from 15.93% in SFY 2010, 10.21% in SFY 2011, 8.3% in SFY 2012 and to 11.09% in SFY 2013.

Class 050 – Part Time Salaries – This decrease is due to not needing the additional funding originally sought for an Auxiliary Trooper to assist in cold cases.

Class 059 – Temporary Full-Time Employees – This increase is due the extension of the positions through June 30, 2013 approved via #FIS 12-167 and Governor and Council Item #211.


Class 060 – Benefits – This decrease in benefits is due to the difference related to the original budget and the actual budget of the two (2) back-fill Trooper I positions.

Class 080 – Out-Of-State Travel – The decrease is due to the reallocation of the federal budget and the additional travel budgeted is not needed through June, 30, 2013.

Class 103 – Contracts for Operational Services – This decrease is due to not needing the additional funds to complete the contracts in process through June 30, 2013.

In the event that Transfers From Other Agencies Funds become no longer available, General Funds and/or Highway Funds will not be requested to support this program.

Respectfully submitted,

  
John J. Barthelmes  
Commissioner of Safety

**Holso, Tammy**

---

**From:** Brackett, Timothy [Timothy.Brackett@doj.nh.gov]  
**Sent:** Friday, March 01, 2013 11:18 AM  
**To:** Holso, Tammy  
**Cc:** Quinn, Robert; Parenteau, David  
**Subject:** RE: Cold Case Reallocation

Hello Tammy,

Your grant adjustment is approved. You are free to start purchasing your equipment. I won't bug you for paperwork now, but I'll likely ask for invoices later.

Tim

Tim Brackett  
New Hampshire Department of Justice  
33 Capitol Street  
Concord, NH 03301  
(603) 271-8090 fax (603) 223-6290  
email: [Timothy.Brackett@doj.nh.gov](mailto:Timothy.Brackett@doj.nh.gov)  
web: [www.nh.gov/nhdoj](http://www.nh.gov/nhdoj)

**STATEMENT OF CONFIDENTIALITY**

The information contained in this electronic message and any attachment to this message may contain confidential or privileged information and are intended for the exclusive use of the addressee(s). Please notify the Attorney General's office immediately at (603) 271-3658 or reply to [Timothy.Brackett@doj.nh.gov](mailto:Timothy.Brackett@doj.nh.gov) if you are not the intended recipient and destroy all copies of this electronic message and any attachments.

---

**From:** Holso, Tammy [mailto:[Tammy.Holso@dos.nh.gov](mailto:Tammy.Holso@dos.nh.gov)]  
**Sent:** Friday, March 01, 2013 10:51 AM  
**To:** Brackett, Timothy  
**Cc:** Quinn, Robert; Parenteau, David  
**Subject:** Cold Case Reallocation

Tim,

I have attached the Cold Case budget reallocation. Let me know as soon as possible if this is good to proceed. I can provide you with any documentation in regards to the equipment being requested if you need it.

Thanks,

*Tammy Holso*

Administrator II  
Department of Safety  
Division of State Police  
Office (603)223-8355  
Fax (603)271-0336  
Email [Tammy.Holso@dos.nh.gov](mailto:Tammy.Holso@dos.nh.gov)

3/1/2013

SP-15-04-2012-02

HC to do 4-25-12



# State of New Hampshire

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

Fiscal 5.18.12  
#FIS 12-167  
GAC 6.06.12  
#138

JOHN J. BARTHELMES  
COMMISSIONER



April 23, 2012

Representative Ken Weyler, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

His Excellency, Governor John H. Lynch  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

### Requested Action

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Safety, Division of State Police, to amend Fiscal Item #FIS 09-342, originally approved by Fiscal Committee on October 20, 2009, and Governor and Council, Item #72, on November 4, 2009, by extending the end date only, with no increase in funding, of the federal pass-through ARRA funds from the NH Department of Justice, utilized for funding two (2) State Police Troopers I positions in the Investigative Services Bureau, from the original end date of June 30, 2012, to a new end date of June 30, 2013. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2013. Funding Source: 100% Transfers from other Agencies.

Funds are located in account titled Cold Case Unit ARRA.  
02-23-23-234010-08970000

2. Pursuant to RSA 124:15, authorize the Department of Safety, Division of State Police, to amend Fiscal Item #FIS 09-342, originally approved by Fiscal Committee on October 20, 2009, and Governor and Council, Item #72, on November 4, 2009, by extending the end date only, with no increase in funding, of two (2) full-time temporary State Police Trooper I positions (LG21, S416) assigned to the investigative Service Bureau of the Division of State Police in an effort to dedicate their time to the investigation of unsolved homicides in New Hampshire, from the original end date of June 30, 2012 to a new end date of June 30, 2013. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2013. Funding Source: 100% Transfers from other Agencies.

Funds are located in account titled Cold Case Unit ARRA.  
02-23-23-234010-08970000

Representative Ken Weyler, Chairman  
Fiscal Committee of the General Court

His Excellency, Governor John H. Lynch  
and the Honorable Council

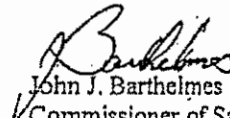
April 23, 2012  
Page 2 of 2

Explanation

This grant is being used to fund two (2) back-fill State Police Trooper 1 positions. The overall expectations of this project would be that the personnel assigned would dedicate their time to the investigation of unsolved homicides in New Hampshire. By focusing on these cases and not being assigned other duties within the unit we hope to increase the efficiency in conducting interviews, evaluating evidence and determining if new technology in the forensic field could assist in gaining more evidence to solve the case.

In the event that Transfers from other Agencies become no longer available, General and/or Highway Funds will not be requested to support this program.

Respectfully submitted,

  
John J. Barthelmes  
Commissioner of Safety

H/c to Dott 9/2/10

# State of New Hampshire

Fiscal Committee  
09-21-10  
#FIS 10-267

DEPARTMENT OF SAFETY  
OFFICE OF THE COMMISSIONER

33 HAZEN DR. CONCORD, NH 03305  
603/271-2791

G&C 09-22-10 #211

JOHN J. BARTHELMES  
COMMISSIONER



August 23, 2010

The Honorable Marjorie K. Smith, Chairman  
Fiscal Committee of The General Court  
State House  
Concord, New Hampshire 03301

His Excellency, Governor John H. Lynch  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

### Requested Action

Pursuant to RSA 14:30-a, VI, authorize the Department of Safety, Division of State Police, to amend Fiscal Item #FIS09-342, approved on October 20, 2009 and Item # 72, approved by Governor and Council on November 4, 2009, by reallocating federal pass-through American Recovery and Reinvestment Act (ARRA) funds, in the amount of \$120,901.96, from the NH Department of Justice for the purpose of funding an Auxiliary trooper by the Investigative Services Bureau. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2012. Funding source: 100% Transfers From Other Agencies.

Funds are to be budgeted in the account titled Cold Case Unit ARRA Award with the authority to adjust appropriations in each State fiscal year through the Budget Office if needed and justified:

02-23-23-234010-0897 Dept. of Safety Division of State Police Cold Case Unit ARRA

<u>Class</u>	<u>Description</u>	<u>Current Appropriation SFY 2011</u>	<u>Requested Change</u>	<u>'Revised Appropriation SFY 2011</u>
001	Transfers from Other Agencies	\$ (457,218.51)	\$ -	\$ (457,218.51)
018-500106	Overtime	\$ 14,574.25	\$ 20,040.00	\$ 34,614.25
020-500212	Clothing	\$ 4,100.00	\$ -	\$ 4,100.00
030-500320	Motor Vehicle - Replace	\$ 23,223.92	\$ (20,908.00)	\$ 2,315.92
037-500166	Computer Server Hardware-New	\$ 17,168.00	\$ (17,168.00)	\$ -
038-509038	Technology-Software	\$ 524.00	\$ 5,476.00	\$ 6,000.00
040-500800	Indirect Cost	\$ 54,899.08	\$ (24,548.96)	\$ 30,350.12
050-500109	Part Time Salaries	\$ -	\$ 15,000.00	\$ 15,000.00
059-500117	Salary Temporary Employees	\$ 196,112.60	\$ (58,277.00)	\$ 137,835.60
060-500602	Health Ins Benefit (Perm)	\$ 130,048.16	\$ 12,385.96	\$ 142,434.12
080-500713	Hotel (Out-Of-State)	\$ 16,568.50	\$ 28,000.00	\$ 44,568.50
103-502664	Contracts For Operational Services	\$ -	\$ 40,000.00	\$ 40,000.00
	<b>Total</b>	<b>\$ 457,218.51</b>	<b>\$ -</b>	<b>\$ 457,218.51</b>



<u>Class</u>	<u>Description</u>	<u>Current Appropriation SFY 2012</u>	<u>Requested Change</u>	<u>Revised Appropriation SFY 2012</u>
001	Transfers from Other Agencies	\$ (174,360.00)	\$ -	\$ (174,360.00)
018-500106	Overtime	\$ 7,552.00	\$ -	\$ 7,552.00
020-500212	Clothing	\$ -	\$ -	\$ -
030-500320	Motor Vehicle - Replace	\$ -	\$ -	\$ -
037-500166	Computer Server Hardware-New	\$ -	\$ -	\$ -
038-509038	Technology-Software	\$ -	\$ -	\$ -
040-500800	Indirect Cost	\$ 23,958.00	\$ -	\$ 23,958.00
059-500117	Salary Temporary Employees	\$ 87,771.00	\$ -	\$ 87,771.00
060-500602	Health Ins Benefit (Perm)	\$ 55,079.00	\$ -	\$ 55,079.00
080-500713	Hotel (Out-Of-State)	\$ -	\$ -	\$ -
103-502664	Contracts For Operational Services	\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ 174,360.00</b>	<b>\$ -</b>	<b>\$ 174,360.00</b>

#### Explanation

This grant is currently being used to fund two (2) Trooper backfill positions. The current request to reallocate will be used to fund an Auxiliary trooper to assist with open unsolved cold case. The overall expectations of this project would be that the troopers assigned would dedicate their time working only these unsolved cases. By focusing on these cases and not being assigned other duties within the unit we hope to increase the efficiency in conducting interviews, evaluating evidence and determining if new technology in the forensic field could assist in gaining more evidence to solve the case.

- Program Title: State and Local Law Enforcement Assistance
- Short Description: Funds used for law enforcement purposes by the Attorney General's Office and sub-grants to State, County, and Municipal Law Enforcement programs.
- Granting Agency: U.S. Department of Justice
- Award Criteria: JAG grants are allocated based on a formula of population and violent crime statistics, in combination with a minimum allocation to ensure that each state and territory receives an appropriate share of funding. Sixty percent of the allocation is awarded to the state and 40 percent is set aside for units of local governments.
- Managing agency: New Hampshire Attorney General's Office
- ARRA Funding: ARRA appropriations nationwide = \$2,000,000,000, New Hampshire Funds = \$9,774,576, Department of Safety funds = \$685,926.
- Time Line: Grant expiration - 6/30/2012

What is the funding to be used for? Funding is being sought in order to hire two (2) Troopers to be assigned to the Investigative Services Bureau of the Division of State Police in an effort to dedicate time solely to the investigation of unsolved homicides in New Hampshire.

Who is being served by the increase in funding and how many people are impacted? The direct beneficiaries of the added funding and people being served within the State of New Hampshire are the victims and ultimately the criminals

that could be brought to justice if these cases could be solved due to the updated technology and time that can be devoted to these cold cases.

How many people are to be served? The Investigative Services Bureau currently has a list of cases that are unsolved and many of these cases are assigned to members of the unit who work on these cases as well as current homicides.

What is the impact on jobs in New Hampshire, if known? Funding will allow for the hiring of two (2) Troopers.

What job skills are being enhanced in the workforce through the receipt of additional funding or new programs, if any? Funds will be used to hire two (2) Troopers in the field of Law Enforcement, specialized in criminal investigations.

Do the new funds supplant or supplement existing program funding? Funds received would supplement and enhance the existing Division of State Police Investigative Services Bureau.

What are the projected outcomes of the program? The overall expectations of this project would be that the troopers assigned would dedicate their time working only these unsolved cases. By focusing on these cases and not being assigned other duties within the unit we hope to increase the efficiency in conducting interviews, evaluating evidence and determining if new technology in the forensic field could assist in gaining more evidence to solve the case.

If pass-thru funding from the state agency, please include list of dollars to be sub-granted to each NH community if available or known. If matching funds are to be provided, note clearly the source of the match and responsible party.  
N/A.

Funds are to be budgeted/reallocated as follows:

Class 18 - Overtime - The increase is to cover additional hours that will be worked on cold cases as approved by the granting agency.

Class 30 - Equipment - This decrease is due to the vehicles that were in the original grant application was not approved by the granting agency.

Class 37 - Computer Server Hardware-New - This decrease is needed because the archiving system was purchased from class 030 last fiscal year, therefore not needed in this class this fiscal year.

Class 38 - Technology Software - This increase is to purchase the software for the digital archiving system.

Class 40 - Indirect Cost - This decrease is due the decrease in the indirect cost rate paid to Administrative Services from 15.93% in SFY 2010 to 10.21% in SFY 2011.

Class 50 - Part Time Salaries - This funding is not required to create a new position, it is needed to pay an existing position within in the Department of Safety filled by an Auxiliary Trooper to assist in cold cases as approved by the awarding agency.

Class 59 - Temporary Full-time Employees - This decrease is due to the delay in the hiring of the backfill Trooper positions.


Class 60 - Benefits - The increase is to cover the increase in health care and group II retirement in FY 2012.

Class 80 - Out-Of-State Travel - This increase is needed to cover the increase in travel associated with conducting interviews and meeting with other agencies.

Class 103 - Contracts For Operational Services - This increase is needed due the approval by the granting agency to use contractors for routine testing of evidence and payments for "expert services".

In the event that Transfers From Other Agencies become no longer available, General Funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,

  
John J. Barthelmes  
Commissioner of Safety

**Fiscal Situation  
Cold Case Unit ARRA  
02-23-23-234010-0897**

2009 Grant - Federal Authorization	<u>\$685,926.00</u>
<b>Total Federal Grants Authorized</b>	<b>\$685,926.00</b>
Prior Fiscal Year(s) Actual Expenditures:	
2009 Federal Grant spending State Fiscal Year 2010	<u>(\$54,347.49)</u>
<b>Total Prior Fiscal Year(s) Actual Expenditures:</b>	<b>(\$54,347.49)</b>
Balance of 2009 Federal Grant Authorized/Unspent as of 7/1/2010	\$631,578.51
Total Remaining Federal Authorization as of 7/1/07	<u>\$631,578.51</u>
FY10 Budgeted Appropriations	\$0.00
<b>Additional Federal Authorization Available</b>	<u><u>\$831,578.51</u></u>



JOHN J. BARTHELMES  
COMMISSIONER

# State of New Hampshire

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

Sent to (700) 10-20-09

H/C

Final 10-20-09  
#FIS09-342

G+C 11/4/09 #72



October 1, 2009

The Honorable Marjorie K. Smith, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

His Excellency, Governor John H. Lynch  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

### Requested Action

1. Pursuant to RSA 14:30-a, VI authorize the Department of Safety, Division of State Police, to accept and expend \$685,926 of federal pass-through American Recovery and Reinvestment Act (ARRA) funds from the NH Department of Justice for the purpose of hiring two (2) State Police Trooper I positions by the Investigative Services Bureau. Effective upon Fiscal Committee and Governor & Council approvals through June 30, 2012. Funding source: 100% Transfers from other Agencies.

2. Pursuant to RSA 124:15, authorize the Department of Safety, Division of State Police, to establish two (2) temporary full-time Trooper I positions (LG 21, S416) to be assigned in the Investigative Services Bureau of the Division of State Police in an effort to dedicate their time to the investigation of unsolved homicides in New Hampshire. Funding for this position is federal pass-through funds received from the NH Department of Justice. Effective upon Fiscal Committee and Governor & Council approvals through June 30, 2012. Funding source: 100% Transfers from other Agencies.

Funds are to be budgeted in the account titled Cold Case Unit ARRA Award with the authority to adjust appropriations in each State fiscal year through the Budget Office if needed and justified:

02-23-23-234010-0897 Dept. of Safety Division of State Police Cold Case Unit ARRA

Card  
C: 403678  
Amount: \$685,926.00

<u>Class</u>	<u>Description</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>
001	Transfers from Other Agencies	(244,033.00)	(267,533.00)	(174,360.00)
018-500106	Overtime	7,552.00	11,328.00	7,552.00
020-500212	Clothing	5,000.00	0.00	0.00
030-500320	Motor Vehicle - <del>Replace</del>	40,000.00	0.00	0.00
037-500166	Computer Server Hardware-New	17,168.00	0.00	0.00
038-509038	Technology Software	524.00	0.00	0.00
040-500800	Indirect Cost	25,605.00	36,762.00	23,958.00
059-500117	Salary Temporary Employees	84,101.00	129,822.00	87,771.00
060-500602	Health Ins Benefit (Perm)	54,083.00	82,121.00	55,079.00
080-500713	Hotel (Out-Of-State)	10,000.00	7,500.00	0.00
	Total	244,033.00	267,533.00	174,360.00

#### Explanation

This grant will be used to hire two (2) Troopers to be assigned to the Investigative Services Bureau in an effort to dedicate time solely to the investigation of unsolved homicides in New Hampshire. The overall expectations of this project would be that the troopers assigned would dedicate their time working only these unsolved cases. By focusing on these cases and not being assigned other duties within the unit we hope to increase the efficiency in conducting interviews, evaluating evidence and determining if new technology in the forensic field could assist in gaining more evidence to solve the case.

- Program Title: State and Local Law Enforcement Assistance
- Short Description: Funds used for law enforcement purposes by the Attorney General's Office and sub-grants to State, County, and Municipal Law Enforcement programs.
- Granting Agency: U.S. Department of Justice
- Award Criteria: JAG grants are allocated based on a formula of population and violent crime statistics, in combination with a minimum allocation to ensure that each state and territory receives an appropriate share of funding. Sixty percent of the allocation is awarded to the state and 40 percent is set aside for units of local governments.
- Managing agency: New Hampshire Attorney General's Office
- ARRA Funding: ARRA appropriations nationwide = \$2,000,000,000, New Hampshire Funds = \$9,774,576, Department of Safety funds = \$685,926.
- Time Line: Grant expiration - 6/30/2012

What is the funding to be used for? Funding is being sought in order to hire two (2) Troopers to be assigned to the Investigative Services Bureau of the Division of State Police in an effort to dedicate time solely to the investigation of unsolved homicides in New Hampshire.

Who is being served by the increase in funding and how many people are impacted? The direct beneficiaries of the added funding and people being served within the State of New Hampshire are the victims and ultimately the criminals that could be brought to justice if these cases could be solved due to the updated technology and time that can be devoted to these cold cases.

How many people are to be served? The Investigative Services Bureau currently has a list of cases that are unsolved and many of these cases are assigned to members of the unit who work on these cases as well as current homicides.

What is the impact on jobs in New Hampshire, if known? Funding will allow for the hiring of two (2) Troopers.

What job skills are being enhanced in the workforce through the receipt of additional funding or new programs, if any? Funds will be used to hire two (2) Troopers in the field of Law Enforcement, specialized in criminal investigations.

Do the new funds supplant or supplement existing program funding? Funds received would supplement and enhance the existing Division of State Police Investigative Services Bureau.

What are the projected outcomes of the program? The overall expectations of this project would be that the troopers assigned would dedicate their time working only these unsolved cases. By focusing on these cases and not being assigned other duties within the unit we hope to increase the efficiency in conducting interviews, evaluating evidence and determining if new technology in the forensic field could assist in gaining more evidence to solve the case.

If pass-thru funding from the state agency, please include list of dollars to be sub-granted to each NH community if available or known. If matching funds are to be provided, note clearly the source of the match and responsible party. N/A.

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

- 1) List of personnel involved: Two (2) temporary full-time Trooper I (LG 21, S416) positions.
- 2) Nature, Need, and Duration: The Troopers will be assigned to the Division of State Police, Investigative Services Bureau in an effort to dedicate time solely to the investigation of unsolved homicides in New Hampshire. We do not intend to continue these positions beyond the end of the grant.
- 3) Relationship to existing agency programs: This position will be part of the State Police Investigation Service Bureau. The Troopers will augment the present Bureau staff with the intention of alleviating the case backlog that currently exists and to assist in helping solve the unsolved cases.
- 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? The positions are temporary full-time positions, which are 100% federally funded. At the time that the budget was prepared the Department was not aware of this grant.

- 6) *Can portions of the grant funds be utilized?* These funds can only be utilized for the purpose of funding these temporary full-time positions and their related costs.
- 7) *Estimate the funds required to continue this position(s):* Based upon the 2007-2009 Collective Bargaining Agreement, within the pay scale for \$416 - 40 hour law enforcement/non-standard, the amount needed to fund this position (LG 21, Step 1) for one year would be \$97,756 for salaries and an additional \$44,487 for benefits for a total of \$142,243.

Funds are to be budgeted as follows:

Class 18 - Overtime will be used to pay for time spent over the normal work hours.

Class 20 - Current Expenses will be used to purchase uniforms for the troopers.

Class 30 - Equipment will be used to purchase two vehicles and two laptops as approved by the granting agency.

Class 37 - Computer Server Hardware - New will be used to purchase a digital archiving system as approved by the awarding agency.

Class 38 - Technology Software will be used to purchase the software for the digital archiving system.

Class 40 - Indirect Cost will be used to pay Administrative Services for indirect costs charges on eligible expenses.

Class 59 - Temporary Full-time Employees will be used to pay the salaries of the Trooper positions.

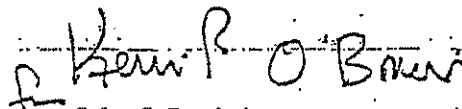
Class 60 - Benefits will be used to pay for benefits associated with personnel.

Class 80 - Out-Of-State Travel will be used to pay for the travel associated with conducting interviews and meeting with other agencies.

This grant was not included in the agency's operating budget as the Department of Safety was unaware of its availability prior to the end of the budget process.

In the event that Federal Funds become no longer available, General Funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,



John J. Barthelmes  
Commissioner of Safety



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF JUSTICE  
GRANT AWARD

Agency Name: NH Department of Safety Vendor No.: N/A  
Program Name: Gold Case Unit Amount: \$685,926.00

Grant Start Date: 07/15/2009 State Grant Number: 09JAR601  
Grant End Date: 06/30/2012 Federal Grant Number: 2009-SU-BB-0019

IFS Appropriation No.: 010-020-0864-0721

Head of Agency	Project Director	Fiscal Officer
John J. Barthelmes Commissioner 33 Hazen Drive Concord, NH 03305.	Federick H. Booth Colonel	Wesley Colby Administrator

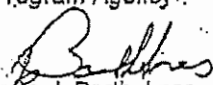
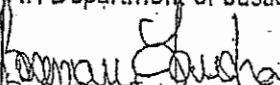
Federal Grant Name: ARRA Byrne JAG Program  
Federal Agency: United States Department of Justice  
Bureau/Office: Bureau of Justice Assistance  
CFDA Number: 15.803

Purpose of Grant: American Recovery and Reinvestment Act  
activities.  
Gold Case Unit

Financial Requirements: See signed Program Conditions and Guidelines.  
See attached supplemental special conditions.

Match Requirements: None Required

Reporting Requirements: Monthly or quarterly Financial reports  
Annual performance report and audit  
Adherence to State and Federal guidelines and  
conditions

Approval	Program Agency: NH Department of Justice
Name	 John J. Barthelmes
Title	 Rosemary Ferreira Director of Administration
Date	7/31/09

All terms of this grant award are not valid unless signed by both authorized parties.

# TITLE I

## THE STATE AND ITS GOVERNMENT

### CHAPTER 14

#### LEGISLATIVE OFFICERS AND PROCEEDINGS

##### Legislative Budget Assistant

###### Section 14:30-a

###### 14:30-a Fiscal Committee. -

I. There is hereby established a fiscal committee of the general court. Said committee shall consist of 10 members. Five shall be members of the house as follows: the chairperson of the finance committee and 2 other members of the committee, appointed by the chairperson; and 2 other house members appointed by the speaker of the house. Five members shall be members of the senate as follows: the chairperson of the finance committee and 2 other members of that committee, appointed by the chairperson; and 2 other senators appointed by the senate president. The chairperson of the house finance committee shall be the chairperson of the fiscal committee.

II. The committee shall, while the general court is in session and during the interim, consult with, assist, advise, and supervise the work of the legislative budget assistant, and may at its discretion investigate and consider any matter relative to the appropriations, expenditures, finances, revenues or any of the fiscal matters of the state. The members shall be paid the regular legislative mileage during the interim while engaged in their work as members of the committee.

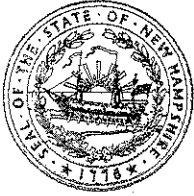
III. The fiscal committee shall consider recommendations proposed to it by the legislative performance audit and oversight committee established under RSA 17-N:1. The fiscal committee shall adopt all recommendations proposed to it as provided in RSA 17-N:1, III by the performance audit and oversight committee unless the fiscal committee refuses by unanimous vote to adopt such recommendations.

IV. [Repealed.]

V. [Repealed.]

VI. Any non-state funds in excess of \$50,000, whether public or private, including refunds of expenditures, federal aid, local funds, gifts, bequests, grants, and funds from any other non-state source, which under state law require the approval of governor and council for acceptance and expenditure, may be accepted and expended by the proper persons or agencies in the state government only with the prior approval of the fiscal committee.

Source. 1965, 239:19. 1987, 416:7. 1989, 396:13; 408:2. 1991, 346:18, I. 1995, 9:8, eff. June 11, 1995. 2005, 177:11, eff. July 1, 2005. 2006, 290:21, eff. June 15, 2006.



# State of New Hampshire

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

JOHN J. BARTHELMES  
 COMMISSIONER

February 15, 2013

The Honorable Mary Jane Wallner, Chairman  
 Fiscal Committee of The General Court  
 State House  
 Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan  
 and the Honorable Council  
 State House  
 Concord, New Hampshire 03301

**Requested Action**

Pursuant to RSA 14:30-a VI, the Department of Safety, Division of Homeland Security and Emergency Management, requests authorization to accept and expend Hazard Mitigation Grant Program (HMGP) funds from the Federal Emergency Management Agency (FEMA) in the amount of \$532,223.00 for the implementation of cost effective mitigation projects. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2013. Funding Source: 100% Federal Funds.

Funding is available in the SFY 2013 operating budget as follows:

02-23-23-236010-29210000                      Dept. of Safety                      HSEM                      DR 4049 Oct2011 Snowstorm

	Current Appropriation	Requested Action	Revised Appropriation
000-408121 Federal Funds	\$ (0.00)	\$ (532,223.00)	\$ (532,223.00)
018-500106 Overtime	\$ 0.00	\$ 4,000.00	\$ 4,000.00
020-500200 Current Expense	\$ 0.00	\$ 618.00	\$ 618.00
030-500311 Equipment	\$ 0.00	\$ 1,500.00	\$ 1,500.00
040-500800 Indirect Costs	\$ 0.00	\$ 2,274.00	\$ 2,274.00
041-500801 Audit Fund Set Aside	\$ 0.00	\$ 533.00	\$ 533.00
060-500601 Benefits	\$ 0.00	\$ 795.00	\$ 795.00
070-500705 In-State Travel	\$ 0.00	\$ 1,000.00	\$ 1,000.00
072-500574 Grants - Federal	\$ 0.00	\$ 507,411.00	\$ 507,411.00
080-500710 Out of State Travel	\$ 0.00	\$ 714.00	\$ 714.00
246-500792 Grantee Administrative Costs	\$ 0.00	\$ 13,378.00	\$ 13,378.00
<b>Total Appropriation:</b>	<b>\$ 0.00</b>	<b>\$ 532,223.00</b>	<b>\$ 532,223.00</b>

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of The General Court

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
February 15, 2013  
Page 2 of 2

Explanation

The Hazard Mitigation Grant Program (HMGP) provides funding to states and communities (sub-grantees) for cost effective hazard mitigation activities that complement a comprehensive mitigation program. FEMA provides HMGP funds to states following presidentially declared disasters where the FEMA Public Assistance Program is employed that, in turn, provide sub-grants or contracts for a variety of mitigation activities, such as planning and the implementation of projects identified through the evaluation of natural hazards. The cost share is 75% Federal funds and a 25% applicant soft-match. The sub-grantee will provide and document the program match requirements. The management costs associated with the Hazard Mitigation Grant Program are 100% Federal funds and do not require a matching percentage.


<u>Class Code</u>	<u>Title</u>	<u>Description</u>
018	Overtime	Provides funding for full-time staff working extra hours to manage the HMA programs.
020	Current Expense	Allows for purchasing supplies needed to manage the HMA programs.
030	Equipment	Allows for purchasing equipment needed for project management.
040	Indirect Cost	Represents the associated amount for this request.
041	Audit Fund Set Aside	Represents the associated amount for this request.
060	Benefits	Provides funding associated with Class Code 018.
070	In-State Travel	Provides funding for travel to manage the HMA programs statewide.
072	Grants	Provides funding for grants to sub-grantees.
080	Out of State Travel	Provides funding for travel to workshops associated with managing the HMA programs.
246	Grantee Admin Costs	Provides funding for Grantee administrative costs.

At the time the State of New Hampshire FY 2012 – 2013 budget was being developed, it was not anticipated that the State would receive this level of funding.

The State of New Hampshire solicits applications statewide. Notification of the availability of HMGP funds is made to every community by e-mail and by letters sent to the chief elected official of each community. The State of New Hampshire submits all applications received for program funding to the Federal Emergency Management Agency for their final approval. Applications that are determined to be cost effective and program eligible are then funded by FEMA in full; not every application submitted is determined to be program eligible. However, all applications that are determined to be eligible are funded at the requested dollar amount listed in their application, pending availability of adequate program funding.

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,

  
John J. Barthelme  
Commissioner of Safety



**FEMA**

February 7, 2013

Perry Plummer, Acting Director  
NH Department of Homeland Security and Emergency Management  
33 Hazen Drive  
Concord, New Hampshire 03301

Re: 12-Month Final Lock-In  
FEMA-4049-DR-NH  
Hazard Mitigation Grant Program (HMGP)

Dear Director Plummer:

Under Section 404 of the Stafford Act, as amended, 75% Federal funding is authorized for hazard mitigation measures. As a condition of receiving Federal disaster assistance, measures must be cost-effective, environmentally acceptable and be consistent with the strategies and recommendations identified in your State Hazard Mitigation Plan. Funding for mitigation projects under the HMGP is based on 15% of the estimated aggregate amount of grants made under the Stafford Act. The 12-month final lock-in of \$507,411 in Federal funding is available for the HMGP under FEMA-4049-DR-NH. A breakdown of funding is listed below:

5% PROJECTS	\$ 25,371
7% PROJECTS	\$ 35,519
REGULAR PROJECTS	\$ 446,521
12-MONTH LOCK-IN	\$ <b>507,411</b>
STATE MANAGEMENT COST PROJECTS	\$ 24,812

This calculation is based on the 12-month estimate as reported by the authorized disaster assistance programs. This is the final 12-month lock-in for FEMA-4049-DR-NH. Final applications or amendments for new mitigation projects must have been submitted to the FEMA Region I Hazard Mitigation Division by **December 5, 2012**. Please forward a SF-424 to cover the funding request. If you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Dean J. Savramis".

Dean J. Savramis  
Director, Mitigation Division  
FEMA Region I

Cc: Beth Peck, Acting SHMO, NH HSEM

# TITLE I

## THE STATE AND ITS GOVERNMENT

### CHAPTER 14

#### LEGISLATIVE OFFICERS AND PROCEEDINGS

#### Legislative Budget Assistant

##### Section 14:30-a

###### 14:30-a Fiscal Committee. –

I. There is hereby established a fiscal committee of the general court. Said committee shall consist of 10 members. Five shall be members of the house as follows: the chairperson of the finance committee and 2 other members of the committee, appointed by the chairperson; and 2 other house members appointed by the speaker of the house. Five members shall be members of the senate as follows: the chairperson of the finance committee and 2 other members of that committee, appointed by the chairperson; and 2 other senators appointed by the senate president. The chairperson of the house finance committee shall be the chairperson of the fiscal committee.

II. The committee shall, while the general court is in session and during the interim, consult with, assist, advise, and supervise the work of the legislative budget assistant, and may at its discretion investigate and consider any matter relative to the appropriations, expenditures, finances, revenues or any of the fiscal matters of the state. The members shall be paid the regular legislative mileage during the interim while engaged in their work as members of the committee.

III. The fiscal committee shall consider recommendations proposed to it by the legislative performance audit and oversight committee established under RSA 17-N:1. The fiscal committee shall adopt all recommendations proposed to it as provided in RSA 17-N:1, III by the performance audit and oversight committee unless the fiscal committee refuses by unanimous vote to adopt such recommendations.

IV. [Repealed.]

V. [Repealed.]

VI. Any non-state funds in excess of \$50,000, whether public or private, including refunds of expenditures, federal aid, local funds, gifts, bequests, grants, and funds from any other non-state source, which under state law require the approval of governor and council for acceptance and expenditure, may be accepted and expended by the proper persons or agencies in the state government only with the prior approval of the fiscal committee.

**Source.** 1965, 239:19. 1987, 416:7. 1989, 396:13; 408:2. 1991, 346:18, I. 1995, 9:8, eff. June 11, 1995. 2005, 177:11, eff. July 1, 2005. 2006, 290:21, eff. June 15, 2006.



MARGARET WOOD HASSAN  
GOVERNOR

**STATE OF NEW HAMPSHIRE**  
**OFFICE OF ENERGY AND PLANNING**  
107 Pleasant Street, Johnson Hall  
Concord, NH 03301-3834  
Telephone: (603) 271-2155  
Fax: (603) 271-2615



March 26, 2013



The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, NH 03301

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to amend Fiscal Item #13-051 approved by the Legislative Fiscal Committee on March 08, 2013 and Governor and Council on March 20, 2013 Item #3, by reallocating American Recovery and Reinvestment Act-Retrofit Ramp-Up Program funding (ARRA RRRU) between expenditure classes in the amount of \$45,000.00, effective upon Joint Fiscal Committee and Governor and Council approval through September 30, 2013. 100% Federal ARRA Funds.

These funds should be budgeted as follows, with the authority to adjust encumbrances and appropriations across State Fiscal years with Budget Office approval as needed and justified:

01-02-02-029910-09240000 FY 2013 ARRA Retrofit Ramp-Up				
Source of Funds	Description	Current Appropriation w/FY12 Balance Forward and Transfers	Incr/(Decr)	Modified Budget
000-407995	Federal Funds	7,656,974.82	0.00	7,656,974.82
Totals		7,656,974.82	0.00	7,656,974.82

Class-Accounts	Description	Current Appropriation w/FY12 Balance Forward and Transfers	Incr/(Decr)	Modified Budget
016-500141	Personal Serv.-Non-Classified	67,438.22	31,000.00	98,438.22
020-500236	Current Expenses	5,334.73	-1,500.00	3,834.73
022-500248	Rent & Leases-Other Than State	2,028.79		2,028.79
030-500310	Equipment and Replacement	5.05		5.05
040-500800	Indirect Costs	85,570.69		85,570.69
041-500801	Audit Fund Set Aside	7,633.07		7,633.07
042-500620	Additional Fringe Benefits	12,766.11		12,766.11
048-500293	Contractual Maint Build-Grounds	300.00		300.00
049-500420	Transfers to Other State Agencies	84.27		84.27
060-500601	Benefits	41,443.33	14,000.00	55,443.33
070-500704	In-State Travel Reimbursement	426.93		426.93
072-500573	Grants Federal	397,875.00		397,875.00
080-500712	Out-of-State Travel Reimb	3,322.72		3,322.72
102-500731	Contracts for Program Services	7,032,745.91	-43,500.00	6,989,245.91
Totals		7,656,974.82	0.00	7,656,974.82

### EXPLANATION

ARRA RRRU provides energy efficiency retrofits for commercial and residential buildings statewide through a combination of grants, rebates and low-interest loans. The program is on target to reduce energy usage by 15 to 30% in over 900 buildings through retrofits saving building owners over \$500,000.00 annually.

This contract was originally approved by the Legislative Fiscal Committee on June 17, 2010, Fiscal Item #10-203 and approved by Governor and Council on June 23, 2010 Item #17A and later amended by the Legislative Fiscal Committee, Fiscal Item #10-280(1) on September 21, 2010 and Governor and Council, Item #6 on October 6, 2010.

The contract was amended by Legislative Fiscal Committee, Fiscal Item #13-051 on March 08, 2013 and Governor and Council on March 20, 2013, Item #3.

The US Department of Energy (DOE) requires OEP to monitor grant sub-recipients prior to the end of the grant period. This current request for reallocation of funds will provide OEP with the necessary funds to manage the grant and complete all monitoring requirements.

Fund transfers are requested for the following purpose:

Class 016 - Personal Services Non Class

Funding is needed for existing staff to continue to manage the grant and meet federal monitoring requirements



Class 020 - Current Expenses

Funding is available as projected current expenses are less than budgeted amount

Class 060 - Benefits

Funding is needed for existing staff to continue to manage the grant and meet federal monitoring requirements

Class 102 - Contracts for Program Services

Funding is available as projected contractual expenses are less than budgeted amount

Respectfully Submitted,



Meredith A. Hatfield  
Director

MAH/SDT/bss  
Enclosure

Fiscal 04/19/13  
G&C 05/1/13



MARGARET WOOD HASSAN  
GOVERNOR

STATE OF NEW HAMPSHIRE  
OFFICE OF ENERGY AND PLANNING  
107 Pleasant Street, Johnson Hall  
Concord, NH 03301-3834  
Telephone: (603) 271-2155  
Fax: (603) 271-2615



February 13, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, NH 03301



Approval by the Governor  
and Council on 3/20/13  
Agenda Item 3  
Fiscal Approved 03/08/13 FIS13-05φ

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to amend Fiscal Item #10-280(1) approved by the Legislative Fiscal Committee on September 21, 2010 and Governor and Council on October 6, 2010, Item #6(1), by reallocating American Recovery and Reinvestment Act-Retrofit Ramp-Up Program funding (ARRA RRRU) between expenditure classes in the amount of \$136,200.00, and to extend the completion date from May 31, 2013 to September 30, 2013, effective upon Joint Fiscal Committee and Governor and Council approval through September 30, 2013. 100% Federal ARRA Funds.

These funds should be budgeted as follows, with the authority to adjust encumbrances and appropriations across State Fiscal years with Budget Office approval as needed and justified:

01-02-02-029910-09240000 FY 2013 ARRA Retrofit Ramp-Up				
Source of Funds	Description	Current Appropriation w/FY12 Balance Forward	Incr/(Decr)	Modified Budget
000-407995	Federal Funds	7,656,974.82	0.00	7,656,974.82
Totals		7,656,974.82	0.00	7,656,974.82

Class-Accounts	Description	Current Appropriation w/FY12 Balance Forward	Incr/(Decr)	Modified Budget
016-500141	Personal Serv.-Non-Classified	67,438.22		67,438.22

020-500236	Current Expenses	70,334.73	-65,000.00	5,334.73
022-500248	Rent & Leases-Other Than State	4,028.79	-2,000.00	2,028.79
030-500310	Equipment and Replacement	1,005.05	-1,000.00	5.05
040-500800	Indirect Costs	85,570.69		85,570.69
041-500801	Audit Fund Set Aside	7,633.07		7,633.07
042-500620	Additional Fringe Benefits	12,766.11		12,766.11
048-500293	Contractual Maint Build-Grounds	300.00		300.00
049-500420	Transfers to Other State Agencies	84.27		84.27
060-500601	Benefits	101,443.33	-60,000.00	41,443.33
070-500704	In-State Travel Reimbursement	8,126.93	-7,700.00	426.93
072-500573	Grants Federal	397,875.00		397,875.00
080-500712	Out-of-State Travel Reimb	3,822.72	-500.00	3,322.72
102-500731	Contracts for Program Services	6,896,545.91	136,200.00	7,032,745.91
Totals		7,656,974.82	0.00	7,656,974.82

### EXPLANATION

ARRA RRRU provides energy efficiency retrofits for commercial and residential buildings statewide through a combination of grants, rebates and low-interest loans. The program is on target to reduce energy usage by 15 to 30% in over 900 buildings through retrofits saving building owners over \$500,000.00 annually.

The US Department of Energy (DOE) has approved the extension of the ARRA RRRU grant to allow for full use of available funds and to provide sufficient time for completion of energy efficiency projects under this grant. This extension will also provide time for OEP and its primary sub-grantee, Community Development Finance Authority (CDFA), to prepare for this program's transition to a revolving loan fund at grant's end.

Funds are requested for the following purpose:

- |  |  |
|--|--|
| Class 020 - Current Expenses               | Funding is available as projected current expenses are less than budgeted amount             |
| Class 022 - Rent                           | Funding is available as projected rent expenses are less than budgeted amount                |
| Class 030 - Equipment and Replacement      | Funding is available as projected equipment expenses are less than budgeted amount           |
| Class 060 - Benefits                       | Funding is available as projected benefit expenses are less than budgeted amount             |
| Class 070 - Out-of-State Travel            | Funding is available as projected in-state travel expenses are less than budgeted amount     |
| Class 080 - In-State Travel                | Funding is available as projected out-of-state travel expenses are less than budgeted amount |
| Class 102 - Contracts for Program Services | To fund additional work necessary to manage the program                                      |

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

Respectfully Submitted,



Meredith A. Hatfield  
Director

MAH/SDT/bss  
Enclosure

Fiscal 03/08/13  
G&C 03/20/13

**ASSISTANCE AGREEMENT**

Award No. DE-EE0003576		2. Modification No. 002		3. Effective Date 06/01/2010		4. CFDA No. 81.128	
5. Awarded To EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: WENDY P. GILMAN 107 PLEASANT STREET JOHNSON HALL CONCORD NH 033013852				5. Sponsoring Office Energy Effcy & Renewable Energy			7. Period of Performance 06/01/2010 through 09/30/2013
8. Type of Agreement <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other		9. Authority PL 110-140, EISA 2007 PL 111-5, Recovery Act 2009			10. Purchase Request or Funding Document No. 13EE001254		
11. Remittance Address EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: MEGHAN K. MCPHERSON 4 CHENELL DRIVE CONCORD NH 033018521				12. Total Amount Govt. Share: \$10,000,000.00  Cost Share : \$0.00  Total : \$10,000,000.00		13. Funds Obligated This action: \$0.00  Total : \$10,000,000.00	
14. Principal Investigator ren Cramton Phone: 603-271-8341		15. Program Manager Stephen V. Dunn Phone: 303-275-4807			16. Administrator Golden Field Office U.S. Department of Energy Golden Field Office 1617 Cole Blvd. Golden CO 80401-3393		
17. Submit Payment Requests To			18. Paying Office OR for Golden U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 4517 Oak Ridge TN 37831			19. Submit Reports To See Attachment #3	
20. Accounting and Appropriation Data See Schedule							
21. Research Title and/or Description of Project RECOVERY ACT: EECBG- NEW HAMPSHIRE BEACON COMMUNITY PROJECT							
For the Recipient				For the United States of America			
22. Signature of Person Authorized to Sign				25. Signature of Grants/Agreements Officer  Signature on File			
23. Name and Title		24. Date Signed		26. Name of Officer Nicole L. Blackstone		27. Date Signed 01/23/2013	

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
DE-EE0003576/002

PAGE OF  
2 | 2

NAME OF OFFEROR OR CONTRACTOR  
EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHIRE

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>DUNS Number: 033099933</p> <p>The purposes of this modification are to:</p> <p>1) Extend the Period of Performance from 05/31/2013 to 09/30/2013; and</p> <p>2) Update the DOE Project Officer and Recipient contacts as shown below.</p> <p>All other terms and conditions remain unchanged.</p> <p>DOE Award Administrator: Debbie Reynolds E-mail: debbie.reynolds@go.doe.gov Phone: 720-356-1764</p> <p>DOE Project Officer: Steve Dunn E-mail: steve.dunn@go.doe.gov Phone: 720-356-1603</p> <p>Recipient Business Officer: Susan Thorne E-mail: susan.thorne@nh.gov Phone: 603-271-1715</p> <p>Recipient Principal Investigator: Karen Cramton E-mail: karen.cramton@nh.gov Phone: 603-271-8341</p> <p>Electronic signature or signatures as used in this document means a method of signing an electronic message that--</p> <p>(A) Identifies and authenticates a particular person as the source of the electronic message;</p> <p>(B) Indicates such person's approval of the information contained in the electronic message; and,</p> <p>(C) Submission via FedConnect constitutes electronically signed documents.</p> <p>ASAP: Yes Extent Competed: NOT AVAIL FOR COMP Davis-Bacon Act: YES</p>				



JOHN H. LYNCH  
GOVERNOR

STATE OF NEW HAMPSHIRE  
OFFICE OF ENERGY AND PLANNING  
4 Chenell Drive  
Concord, NH 03301-8501  
Telephone: (603) 271-2155  
Fax: (603) 271-2615



F 10-280(1)  
9.21.10

August 31, 2010

The Honorable Marjorie K. Smith, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301



His Excellency, Governor John H. Lynch  
and the Honorable Council  
State House  
Concord, NH 03301

Approval by the Governor  
and Council on 10/6/10

Agenda Item 6  
Amendment to #17A 6/23/10

**REQUESTED ACTION**

1) Pursuant to RSA 14:30-a, VI, OEP respectfully requests authorization to amend Fiscal Item #10-203 approved by the Legislative Fiscal Committee on June 17, 2010 and Governor and Council on June 23, 2010, Item #17A, by reallocating American Recovery and Reinvestment Act (ARRA) funding for the Retrofit Ramp-Up program between expenditure classes in the amount of \$11,277 in FY11 and \$17,256 in FY12, effective upon Joint Fiscal Committee and Governor and Council approval through June 30, 2012. 100% Federal ARRA Funds.

These funds should be budgeted as follows, with the authority to adjust encumbrances and appropriations across State Fiscal years with Budget Office approval as needed and justified, and contingent upon continued appropriation availability for Fiscal Years 2011 and 2012:

01-02-02-029910-09240000 FY 2011 Retrofit Ramp-Up Program					
Source of Funds					
Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
000-407995	Federal Funds	9,616,302.00	6,401.81	0.00	9,622,703.81
Totals		9,616,302.00	6,401.81	0.00	9,622,703.81
Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
16-500141	Personal Scr.-Non-Classified	50,954.00	3,205.00	5,385.00	59,544.00
20-500236	Current Expenses	31,753.00	341.65	-11,277.00	20,817.65
22-500248	Rents & Leases Other Than State	2,183.00	136.00	272.00	2,591.00
30-500310	Equipment New/Replacement	3,257.00	0.00	284.00	3,541.00

40-500800	Indirect Costs	28,879.00	1,324.30	0.00	30,203.30
41-500801	Audit Fund Set-Aside	9,616.00	5.86	0.00	9,621.86
42-500620	Additional Fringe Benefits	4,301.00	271.00	454.00	5,026.00
48-500293	Contractual Maint-Build&Grounds	95.00	6.00	0.00	101.00
49-500420	Transfers to Other State Agencies	35.00	2.00	0.00	37.00
60-500601	Benefits	35,037.00	1,060.00	4,882.00	40,979.00
70-500704	In-State Travel	2,925.00	50.00	0.00	2,975.00
72-500573	Grants - Federal	936,535.00	0.00	0.00	936,535.00
80-500712	Out-of-State Travel	2,400.00	0.00	0.00	2,400.00
102-500731	Contracts for Program Services	8,508,332.00	0.00	0.00	8,508,332.00
<b>Totals</b>		<b>9,616,302.00</b>	<b>6,401.81</b>	<b>0.00</b>	<b>9,622,703.81</b>

**01-02-02-029910-09240000 FY 2012 Retrofit Ramp-Up Program**

**Source of Funds**

Class	Description	Current Budget	Unexpended Prior Year Appropriation (N/A)	Incr/(Deer)	Modified Budget
000-407995	Federal Funds	183,721.00	0.00	0.00	183,721.00
<b>Totals</b>		<b>183,721.00</b>	<b>0.00</b>	<b>0.00</b>	<b>183,721.00</b>

Class	Description	Current Budget	Unexpended Prior Year Appropriation (N/A)	Incr/(Deer)	Modified Budget
16-500141	Personal Serv.-Non-Classified	59,234.00	0.00	8,077.00	67,311.00
20-500236	Current Expenses	36,456.00	0.00	-17,256.00	19,200.00
22-500248	Rents & Leases Other Than State	2,249.00	0.00	358.00	2,607.00
30-500310	Equipment New/Replacement	0.00	0.00	0.00	0.00
40-500800	Indirect Costs	33,169.00	0.00	0.00	33,169.00
41-500801	Audit Fund Set-Aside	184.00	0.00	0.00	184.00
42-500620	Additional Fringe Benefits	4,999.00	0.00	922.00	5,921.00
48-500293	Contractual Maint-Build&Grounds	98.00	0.00	0.00	98.00
49-500420	Transfers to Other State Agencies	36.00	0.00	0.00	36.00
60-500601	Benefits	41,857.00	0.00	7,899.00	49,756.00
70-500704	In-State Travel	2,925.00	0.00	0.00	2,925.00
72-500573	Grants - Federal	0.00	0.00	0.00	0.00
80-500712	Out-of-State Travel	2,514.00	0.00	0.00	2,514.00
102-500731	Contracts for Program Services	0.00	0.00	0.00	0.00
<b>Totals</b>		<b>183,721.00</b>	<b>0.00</b>	<b>0.00</b>	<b>183,721.00</b>

2) Pursuant to RSA 14:30-a, VI, OEP respectfully requests authorization to amend Fiscal Item #10-156 approved by the Legislative Fiscal Committee on May 18, 2010 and Governor and Council on May 26, 2010, Item #10A, by reallocating American Recovery and Reinvestment Act (ARRA) funding for the State Energy Programs (SEP)



program between expenditure classes in the amount of \$47,592 in FY11 and \$74,399 in FY12, effective upon Joint Fiscal Committee and Governor and Council approval through June 30, 2012. 100% Federal ARRA Funds.

These funds should be budgeted as follows, with the authority to adjust encumbrances and appropriations across State Fiscal years with Budget Office approval as needed and justified, and contingent upon continued appropriation availability for Fiscal Years 2011 and 2012:

01-02-02-029910-08500000 FY 2011 State Energy Program					
Source of Funds					
Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
000-403218	Federal Funds	547,940.00	23,763,432.16	0.00	24,311,372.16
Totals		547,940.00	23,763,432.16	0.00	24,311,372.16
Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
16-500141	Personal Serv.-Non-Classified	127,048.00	15,970.51	18,615.00	161,633.51
20-500236	Current Expenses	8,120.00	664.10	0.00	8,784.10
22-500248	Rents & Leases Other Than State	5,430.00	961.03	952.00	7,343.03
30-500310	Equipment New/Replacement	1,000.00	4,273.01	426.00	5,699.01
40-500800	Indirect Costs	68,857.00	67,978.48	8,496.00	145,331.48
41-500801	Audit Fund Set-Aside	548.00	23,702.45	0.00	24,250.45
42-500620	Additional Fringe Benefits	11,811.00	4,903.24	1,571.00	18,285.24
48-500293	Contractual Maint-Build&Grounds	351.00	350.00	0.00	701.00
49-500420	Transfers to Other State Agencies	84.00	2.88	0.00	86.88
50-500109	Personnel - Temporary	12,893.00	4,338.27	0.00	17,231.27
60-500601	Benefits	85,493.00	13,584.52	17,532.00	116,609.52
70-500704	In-State Travel	1,100.00	653.50	0.00	1,753.50
72-500573	Grants - Federal	220,205.00	0.00	0.00	220,205.00
80-500712	Out-of-State Travel	5,000.00	4,288.89	0.00	9,288.89
102-500731	Contracts for Program Services	0.00	23,617,894.87	-47,592.00	23,570,302.87
216	Prior Year Control Balance	0.00	3,866.41	0.00	3,866.41
Totals		547,940.00	23,763,432.16	0.00	24,311,372.16

01-02-02-029910-08500000 FY 2012 State Energy Program					
Source of Funds					
Class	Description	Current Budget	Unexpended Prior Year Appropriation (N/A)	Incr/(Decr)	Modified Budget
000-403218	Federal Funds	466,891.00	0.00	0.00	466,891.00

Totals		466,891.00	0.00	0.00	466,891.00
<b>Class</b>	<b>Description</b>	<b>Current Budget</b>	<b>Unexpended Prior Year Appropriation (N/A)</b>	<b>Incr/(Decr)</b>	<b>Modified Budget</b>
16-500141	Personal Serv.-Non-Classified	105,874.00	0.00	26,992.00	132,866.00
20-500236	Current Expenses	6,767.00	0.00	0.00	6,767.00
22-500248	Rents & Leases Other Than State	4,525.00	0.00	1,254.00	5,779.00
30-500310	Equipment New/Replacement	1,000.00	0.00	0.00	1,000.00
40-500800	Indirect Costs	57,533.00	0.00	15,683.00	73,216.00
41-500801	Audit Fund Set-Aside	467.00	0.00	0.00	467.00
42-500620	Additional Fringe Benefits	9,879.00	0.00	3,079.00	12,958.00
48-500293	Contractual Maint-Build&Grounds	291.00	0.00	0.00	291.00
49-500420	Transfers to Other State Agencies	71.00	0.00	0.00	71.00
50-500109	Personnel - Temporary	11,180.00	0.00	0.00	11,180.00
60-500601	Benefits	71,330.00	0.00	27,391.00	98,721.00
70-500704	In-State Travel	917.00	0.00	0.00	917.00
72-500573	Grants - Federal	0.00	0.00	0.00	0.00
80-500712	Out-of-State Travel	4,167.00	0.00	0.00	4,167.00
102-500731	Contracts for Program Services	192,890.00	0.00	-74,399.00	118,491.00
216	Prior Year Control Balance	0.00	0.00	0.00	0.00
Totals		466,891.00	0.00	0.00	466,891.00

3) Pursuant to RSA 14:30-a, VI, OEP respectfully requests authorization to amend Fiscal Item #10-204 approved by the Legislative Fiscal Committee on June 17, 2010 and Governor and Council on June 23, 2010, Item #17B, by reallocating American Recovery and Reinvestment Act (ARRA) funding for the Weatherization program between expenditure classes in the amount of \$47,592 in FY11 and \$74,399 in FY12, effective upon Joint Fiscal Committee and Governor and Council approval through June 30, 2012. 100% Federal ARRA Funds.

These funds should be budgeted as follows, with the authority to adjust encumbrances and appropriations across State Fiscal years with Budget Office approval as needed and justified, and contingent upon continued appropriation availability for Fiscal Years 2011 and 2012:

01-02-02-029910-08510000 FY 2011 Weatherization					
Source of Funds					
Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
000-403281	Federal Funds	1,396,888.00	7,203,654.67	0.00	8,581,927.67
Totals		1,396,888.00	7,203,654.67	0.00	8,581,927.67

049-500420	Transfers to Other State Agencies	57.00	0.00	0.00	57.00
050-500109	Personal Serv.-Temp/Appointee	109,912.00	0.00	0.00	109,912.00
060-500601	Benefits	48,409.00	0.00	27,391.00	75,800.00
070-500704	In-State Travel Reimbursement	1,000.00	0.00	0.00	1,000.00
074-500587	Grants for Public Assist & Relief	4,682,125.00	0.00	-74,399.00	4,607,726.00
080-500710	Out-of-State Travel Reimbursement	6,000.00	0.00	0.00	6,000.00
Totals		4,929,007.00	0.00	0.00	4,929,007.00

4) Pursuant to RSA 124:15, the Office of Energy and Planning (OEP) respectfully requests authorization to establish a full-time temporary ARRA Accountant position as detailed below, effective upon joint Fiscal Committee and Governor and Executive Council approval through April 30, 2012. 100% Federal ARRA funds.

Position Title: ARRA Accountant  
Position Class: Class 016 - Non-Classified  
Salary Range: Anticipated annual salary of \$35,000.00

5) Pursuant to RSA 124:15, OEP respectfully requests authorization to establish a full-time temporary ARRA Administrative Assistant position as detailed below, effective upon joint Fiscal Committee and Governor and Executive Council approval through April 30, 2012. 100% Federal ARRA funds.

Position Title: ARRA Administrative Assistant  
Position Class: Class 016 - Non-Classified  
Salary Range: Anticipated annual salary of \$32,233.50

### EXPLANATION

The Office of Energy and Planning is currently the recipient of six ARRA grants. When the stimulus initiative was first implemented by the President, it was not clear how many ARRA grants OEP would receive, nor were the administrative and reporting requirements, both financial and programmatic, well developed. OEP received its first ARRA grant on April 1, 2009, and since that time its small fiscal staff has been severely strained in meeting all the management requirements these grants impose. In recent separate federal monitorings of our ARRA Weatherization and ARRA SEP programs conducted by Department of Energy, it was identified as a concern that OEP was short-staffed in administering these grants. As a result, OEP is requesting two additional staff, to be fully funded with ARRA money, to help ease the burden caused by administering these grants.

The ARRA Accountant position will assist with tracking ARRA expenditures, drawing federal funds, and monthly 1512 reporting. It will be funded from the following ARRA grants:

Retrofit Ramp-Up	25.0%
State Energy Programs (SEP)	37.5%
Weatherization	<u>37.5%</u>
Total	100.0%

The ARRA Administrative Assistant position will assist with administrative duties of the SEP and Weatherization programs, both of which are sizeable in scope. It will be funded as follows:

Class	Description	Current Budget	Unexpended Prior Year Appropriation	Incr/(Decr)	Modified Budget
016-500141	Personal Serv.-Non-Classified	0.00	0.00	18,615.00	18,615.00
020-500236	Current Expenses	4,000.00	1,501.99	0.00	5,501.99
022-500215	Rent & Leases-Other Than State	3,849.00	1,777.27	952.00	6,578.27
026-500251	Organizational Dues	1,500.00	203.31	0.00	1,703.31
027-502799	Transfers to DOIT	9,630.00	0.00	0.00	9,630.00
030-500310	Equipment	1,500.00	9,411.52	426.00	11,337.52
040-500800	Indirect Costs	64,857.00	51,318.10	8,496.00	124,671.10
041-500801	Audit Fund Set Aside	1,403.00	7,886.79	0.00	9,289.79
042-500620	Additional Fringe Benefits	12,067.00	6,617.29	1,571.00	20,255.29
048-500293	Contractual Maint Build-Grounds	183.00	183.00	0.00	366.00
049-500420	Transfers to Other State Agencies	68.00	17.85	0.00	85.85
050-500109	Personal Serv.-Temp/Appointee	142,975.00	51,445.01	0.00	194,420.01
060-500601	Benefits	62,971.00	10,936.88	17,532.00	91,439.88
070-500704	In-State Travel Reimbursement	2,000.00	1,094.90	0.00	3,094.90
074-500587	Grants for Public Assist & Relief	1,086,885.00	7,060,460.76	-47,592.00	8,099,753.76
080-500710	Out-of-State Travel Reimbursement	3,000.00	800.00	0.00	3,800.00
Totals		1,396,888.00	7,203,654.67	0.00	8,600,542.67

**01-02-02-029910-08510000 FY 2012 Weatherization**

**Source of Funds**

Class	Description	Current Budget	Unexpended Prior Year Appropriation (N/A)	Incr/(Decr)	Modified Budget
000-403281	Federal Funds	4,929,007.00	0.00	0.00	4,929,007.00
Totals		4,929,007.00	0.00	0.00	4,929,007.00

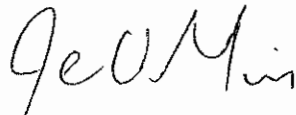
Class	Description	Current Budget	Unexpended Prior Year Appropriation (N/A)	Incr/(Decr)	Modified Budget
016-500141	Personal Serv.-Non-Classified	0.00	0.00	26,992.00	26,992.00
020-500236	Current Expenses	4,000.00	0.00	0.00	4,000.00
022-500215	Rent & Leases-Other Than State	3,183.00	0.00	1,254.00	4,437.00
026-500251	Organizational Dues	1,500.00	0.00	0.00	1,500.00
027-502799	Transfers to DOIT	0.00	0.00	0.00	0.00
030-500310	Equipment	8,463.00	0.00	0.00	8,463.00
040-500800	Indirect Costs	49,187.00	0.00	15,683.00	64,870.00
041-500801	Audit Fund Set Aside	5,742.00	0.00	0.00	5,742.00
042-500620	Additional Fringe Benefits	9,277.00	0.00	3,079.00	12,356.00
048-500293	Contractual Maint Build-Grounds	152.00	0.00	0.00	152.00

State Energy Programs (SEP)	50.0%
Weatherization	<u>50.0%</u>
Total	100.0%

All other requested modifications to the budgets of these programs are directly related to the existence of these staff (rent, computer, indirect costs).

In the event that the Federal funds become no longer available, General Funds will not be requested to support this request.

Respectfully Submitted,



Joanne O. Morin

Director

JOM/DMR:dmr  
Enclosure

Fiscal 09/21/10  
G&C 10/06/10

## Explanation – New Personnel Request

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

**1. List of personnel involved:**

- ARRA Accountant within OEP, funded 100% with ARRA funds (25% ARRA-Retrofit Ramp-Up, 37.5% ARRA State Energy Program (SEP), 37.5% ARRA Weatherization)
- ARRA Administrative Assistant within OEP, funded 100% with ARRA funds (50% ARRA State Energy Program, 50% ARRA Weatherization)

**2. Nature, Need and Duration:** OEP needs additional administrative support to manage the financial and programmatic reporting requirements of the ARRA grants it oversees.

**3. Relationship to existing agency programs:** Retrofit Ramp-Up is a new program within OEP; SEP and Weatherization are existing programs within OEP that have been significantly expanded with ARRA funding.

**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?** ARRA funding was not anticipated at the time the budget was created.

**6. Can portions of the grant funds be utilized?** Yes. Funding for these positions will be covered in their entirety through these grants.

**7. Estimate the funds required to continue this position(s):** There is no expectation of the ARRA-supported positions continuing beyond the period of funding of the ARRA grants.



JOHN H. LYNCH  
GOVERNOR

June 3, 2010

The Honorable Marjorie K. Smith, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

His Excellency, Governor John H. Lynch  
and the Honorable Council  
State House  
Concord, NH 03301

STATE OF NEW HAMPSHIRE  
OFFICE OF ENERGY AND PLANNING  
4 Chenell Drive  
Concord, NH 03301-8501  
Telephone: (603) 271-2155  
Fax: (603) 271-2615



www.nh.gov/oep

F-10-203

etc #17A



Approval by the Governor  
and Council on 06-23-10

Agenda Item 17A

Fiscal 6/17/10 #10-203

**REQUESTED ACTION**

1) Pursuant to RSA 14:30-a, VI, the Office of Energy and Planning (OEP) respectfully requests authorization to **RETROACTIVELY** accept and expend American Recovery and Reinvestment Act (ARRA) funds in the amount of \$10,000,000.00 from the US Department of Energy (DOE), for the competitive grant portion of the Energy Efficiency and Conservation Block Grant -- Retrofit Ramp-Up Program/NH Beacon Communities Project, effective March 30, 2010 through May 31, 2013, contingent upon Joint Fiscal Committee and Governor and Council approval. 100% Federal ARRA Funds.

2) Pursuant to RSA 124:15, OEP respectfully requests authorization to establish a full-time temporary ARRA Retrofit Ramp-Up Program Manager position effective upon Joint Fiscal Committee and Governor and Council approval through May 31, 2013, as detailed below. 100% Federal ARRA funds.

Position Title: ARRA Retrofit Ramp-Up Program Manager  
Position Class: Class 016 - Non-Classified  
Salary Range: Anticipated annual salary of \$45,000

These funds should be budgeted as follows, with the authority to adjust encumbrances and appropriations across State Fiscal years with Budget Office approval as needed and justified, and contingent upon continued appropriation availability for Fiscal Years 2011, 2012 and 2013:

01-02-02-029910-09240000 Retrofit Ramp-Up Program						
Class	Description	FY 10	FY 11	FY 12	FY 13	Total
16-500141	Personal Serv.-Non-Classified	3,205.00	50,954.00	59,234.00	61,513.00	174,906.00
20-500236	Current Expenses	364.00	31,753.00	36,456.00	37,912.00	106,485.00
22-500248	Rents & Leases Other Than State	136.00	2,183.00	2,249.00	2,316.00	6,884.00
30-500310	Equipment New/Replacement	0.00	3,257.00	0.00	0.00	3,257.00
40-500800	Indirect Costs	1,359.00	28,879.00	33,169.00	34,882.00	98,289.00
41-500801	Audit Fund Set-Aside	6.00	9,616.00	184.00	194.00	10,000.00
42-500620	Additional Fringe Benefits	271.00	4,301.00	4,999.00	5,192.00	14,763.00
48-500293	Contractual Maint-Build&Grounds	6.00	95.00	98.00	101.00	300.00

49-500420	Transfers to Other State Agencies	2.00	35.00	36.00	37.00	110.00
60-500601	Benefits	1,060.00	35,037.00	41,857.00	45,816.00	123,770.00
70-500704	In-State Travel	50.00	2,925.00	2,925.00	2,925.00	8,825.00
72-500573	Grants - Federal	0.00	936,535.00	0.00	0.00	936,535.00
80-500712	Out-of-State Travel	0.00	2,400.00	2,514.00	2,630.00	7,544.00
102-500731	Contracts for Program Services	0.00	8,508,332.00	0.00	0.00	8,508,332.00
Totals		6,459.00	9,616,302.00	183,721.00	193,518.00	10,000,000.00

Source of Funds						
Class	Description	FY 10	FY 11	FY 12	FY 13	Total
000-407995	Federal Funds	6,459.00	9,616,302.00	183,721.00	193,518.00	10,000,000.00
Totals		6,459.00	9,616,302.00	183,721.00	193,518.00	10,000,000.00

### EXPLANATION

The New Hampshire Retrofit Ramp-Up Program grant's funding is provided by ARRA through the U.S. Department of Energy (DOE) beginning in SFY2010 for a duration of three years. The Recovery Act is intended to preserve and create jobs, promote the nation's economic recovery, and assist those most impacted by the recession.

The Beacon Communities Project is a concept to hyper-invest resources into a community to accomplish lasting environmental, social and economic benefits across the entire community's infrastructure, with a goal of creating shining examples, or "beacons", of sustainability. The plan is to initiate this approach in three communities and then continue to expand the approach to other communities across the state over time as cost savings and benefits are demonstrated. The Department of Energy's Retrofit Ramp-up Program will serve to advance one goal of the Project which is to accomplish massive energy reductions within existing buildings by retrofitting them to be more energy efficient.

The Beacon Communities Project aims to augment existing programs with private capital, individual commitment, and future funding opportunities to encourage residences and the private sector to take greater action at improving the energy efficiency of their homes and businesses. The concept is to use a community-based approach in order to generate greater participation in these types of programs and to use that experience to replicate what is learned in other communities over time. The DOE Retrofit Ramp-up award will be a jumpstart to the overall Beacon Communities Project with our first three "beacon" communities.

This request is **RETROACTIVE** due to OEP not receiving the grant award until June 1, 2010 for which its staff has been required to provide work and for which the grant award allows for a "lookback" period commencing March 30, 2010.

Funds are requested for the following purposes:

Class 016 - Personal Serv.-Non-Classified	For 100% of funding of a new Program Manager position totaling \$136,584
	For 5% of funding of an existing Director position totaling \$12,275
	For 10% of funding of an existing Energy Policy Analyst position totaling \$18,958
	For 5% of funding of an existing Grants Manager position

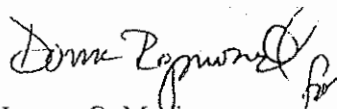


Class 020 - Current Expenses	totaling \$7,089 To cover supplies costs such as telephone, postage, paper, as well as the state car, OIT costs
Class 022 - Rents & Leases Other Than State	To cover proportionate share of office space rental costs and photocopier costs for related staff
Class 030 - Equipment New/Replacement	For PCs and office seating for staff
Class 040 - Indirect Costs	To cover OEP's share of indirect costs based on its current Indirect Cost Rate
Class 041 - Audit Fund Set-Aside	To cover OEP's share of Audit Set-Aside costs (0.1% of total Federal funds)
Class 042 - Additional Fringe Benefits	To cover OEP's share of post-retirement benefits costs for related staff
Class 048 - Contractual Maint-Build & Grounds	To cover proportionate share of janitorial and cleaning costs for related staff
Class 049 - Transfers to Other State Agencies	To cover proportionate share of Employee Assistance program costs for related staff
Class 060 - Benefits	To cover proportionate share of benefits for related staff
Class 070 - In-State Travel	To cover anticipated in-state travel costs for related staff
Class 072 - Grants - Federal	To cover grants to be distributed to towns which meet the program's criteria
Class 080 - Out-of-State Travel	To cover anticipated out-of-state travel costs for related staff
Class 102 - Contracts for Program Services	To cover a contract with Community Development Finance Authority per the terms of the grant award

The Office of Energy and Planning is responsible for administering New Hampshire's Retrofit Ramp-Up Program grant. Please see the attached Supplement for additional information on the criteria, objectives and impact of the award.

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

Respectfully Submitted,

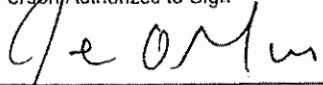


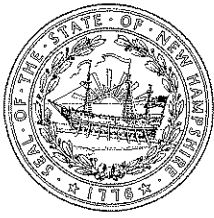
Joanne O. Morin  
Director

JOM/JC/DMR:dmr  
Enclosure

Fiscal 06/17/10  
G&C 06/23/10

**ASSISTANCE AGREEMENT**

1. Award No. DE-EE0003576		2. Modification No.	3. Effective Date 06/01/2010	4. CFDA No. 81.128
5. Awarded To EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: MEGHAN K. MCPHERSON 4 CHENELL DRIVE CONCORD NH 033018521		5. Sponsoring Office Golden Field Office U.S. Department of Energy Golden Field Office 1617 Cole Blvd. Golden CO 80401		7. Period of Performance 06/01/2010 through 05/31/2013
8. Type of Agreement <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other	9. Authority PL 110-140, EISA 2007 PL 111-5, Recovery Act 2009		10. Purchase Request or Funding Document No. 10EE004742	
11. Remittance Address EXECUTIVE OFFICE OF THE STATE OF NEW HAMPSHI Attn: MEGHAN K. MCPHERSON 4 CHENELL ORIVE CONCORD NH 033018521		12. Total Amount Govt. Share: \$10,000,000.00  Cost Share : \$0.00  Total : \$10,000,000.00		13. Funds Obligated This action: \$10,000,000.00  Total : \$10,000,000.00
4. Principal Investigator Eric Steltzer Phone: 603-271-1098		15. Program Manager Carolyn C. Elam Phone: 303-275-4953		16. Administrator Golden Field Office U.S. Department of Energy Golden Field Office 1617 Cole Blvd. Golden CO 80401-3393
17. Submit Payment Requests To		18. Paying Office OR for Golden U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 4517 Oak Ridge TN 37831		19. Submit Reports To See Attachment #3
20. Accounting and Appropriation Data				
21. Research Title and/or Description of Project RECOVERY ACT: EECBG- NEW HAMPSHIRE BEACON COMMUNITY PROJECT				
For the Recipient		For the United States of America		
22. Signature of Person Authorized to Sign 		25. Signature of Grants/Agreements Officer Signature on File		
23. Name and Title JOANNE O MORAN Director		24. Date Signed 6-1-10	26. Name of Officer Karen L. Bahan	27. Date Signed 06/01/2010



STATE OF NEW HAMPSHIRE  
 DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT  
 DIVISION OF FORESTS AND LANDS

FIS 13 101

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

603-271-2214  
 FAX: 603-271-6488  
 www.nhdf.org

March 26, 2013

The Honorable Mary Jane Wallner, Chairman  
 Fiscal Committee of the General Court  
 State House  
 Concord, New Hampshire 03301

And

Her Excellency Governor Margaret Wood Hassan  
 and the Honorable Council  
 State House  
 Concord, New Hampshire 03301

**REQUESTED ACTION**

Pursuant to RSA 14:30-a VI, authorization is requested for the Department of Resources and Economic Development (DRED), Division of Forests and Lands to budget and expend \$211,500 from the Shieling Forest Trust for renovations of the Forestry Learning Center at Shieling Forest, Peterborough, NH upon Governor and Council approval through June 30, 2013. 100% Private Local Funds (Trust Funds)

**03-35-35-351010-35240000 Shieling Trust Funds**

		<b><u>FY 2013</u></b> <b><u>Current</u></b> <b><u>Budget</u></b>	<b><u>Requested</u></b> <b><u>Action</u></b>	<b><u>FY 2013</u></b> <b><u>Revised</u></b> <b><u>Budget</u></b>
005-403264	Private Local Funds	(\$40,001)	(\$211,500)	(251,501)
020-500200	Current Expenses	3,000	0	3,000
023-500291	Heat, Electricity, Water	3,000	0	3,000
049-500294	Transfer to Other State Agencies	20,000	0	20,000
050-500109	Temporary Salaries	5,000	0	5,000
054-500527	Trust Fund Expenditures	6,618	211,500	218,118
060-500612	Benefits	383	0	383
070-500705	In-State Travel Reimbursement	2,000	0	2,000



EXPLANATION

The Forestry Learning Center at Shieling Forest, Peterborough, NH was severely damaged by flooding. This incident provided an opportunity to renovate the interior of the facility for improved function and compliance with current codes. Capital Improvement Funds were used from the Repairs in State Parks account appropriated to DRED to hire an architect and contractor to complete the interior and exterior renovations. The renovations included new electrical, new plumbing, new interior layout, new windows, new insulation, and new exterior siding. Capital Funds were used to facilitate completion of the project in a timely manner, during which time the Trustees at the NH Charitable Foundation were contacted and implemented their approval process to release funds to cover the repairs. Trust Funds are now available to reimburse the Capital Improvement account.

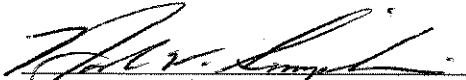
The following appropriations are requested for Fiscal Year 2013:

Class 054 –Trust Fund Expenditures \$211,500; reimburse Capital Improvement Fund

The original budget for FY2013 is \$40,001. The requested additional amount of \$211,500 brings the overall FY2013 budget to \$251,501.

Respectfully submitted,

Concurred,

  
Brad W. Simpkins  
Interim Director ~ Forests and Lands

  
Philip A. Bryce  
Acting Commissioner

STATE OF NEW HAMPSHIRE DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT DIVISION OF FOREST & LANDS - SHIELING TRUST FUNDS FISCAL SITUATION MARCH 2013		
010-035-3510-3524	FY 13	Time Period
Balance forward Trust Funds	2,550	7/1/2012
<b>Anticipated Revenue - FY 13</b>		
Trust Fund Quarterly Distributions	40,001	
Unexpended Funds Held in Trust	234,398	
Total Revenue	274,399	7/01/12 to 6/30/13
<b>Funds Available</b>	276,949	
<b>Amount Budgeted</b>	40,001	7/1/12 to 6/30/13
<b>Funds Available over Budget</b>	236,948	
<b>Amount Reserved for Future Periods</b>	22,898	7/1/13 to 6/30/14
<b>Additional Appropriation Request</b>	211,500	

RECEIVED

JAN 29 2013

D.R.E.P.



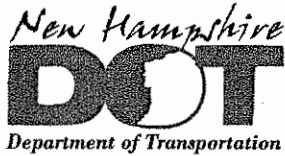
NEW HAMPSHIRE  
CHARITABLE FOUNDATION

LAKES MANCHESTER MONADNOCK NASHUA NORTH COUNTRY PISCATAQUA UPPER VALLEY

Brad Simpkins/New Hampshire Division of Forests and Lands  
172 Pembroke Road  
PO Box 1856  
Concord, NH 03302-1856

Shielding Fund ( 2141-1 )

	Current Quarter 10/1/2012 - 12/31/2012	Year to Date 1/1/2012 - 12/31/2012
<b>Activity Summary</b>		
Beginning Balance	\$1,222,731.41	\$1,176,053.22
Contributions	\$0.00	\$0.00
Net Investment Return	\$24,924.83	\$108,366.75
Grant Distributions & Program Expenses	\$0.00	(\$31,521.00)
Foundation Fees	(\$1,710.45)	(\$6,953.18)
Ending Balance	\$1,245,945.79	\$1,245,945.79
<hr/>		
<b>Itemized Contributions</b>		
<hr/>		
<b>Itemized Grant Distributions &amp; Program Expenses</b>		
03/28/12	State of New Hampshire Treasury	\$31,521.00
<hr/>		
<b>Estimated Charitable Disbursement for 2013</b>		<b>\$274,399.14</b>



**THE STATE OF NEW HAMPSHIRE**  
DEPARTMENT OF TRANSPORTATION



**CHRISTOPHER D. CLEMENT, SR.**  
COMMISSIONER

**JEFF BRILLHART, P.E.**  
ASSISTANT COMMISSIONER

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire

March 28, 2013  
Bureau of Project Development

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, authorize the Department of Transportation to amend item FIS 13-046 originally approved February 1, 2013 and by G&C on February 20, 2013 item #84, by adjusting the appropriations in the amount of \$200,000 for best use of the funding to be effective upon Fiscal Committee and Governor and Council approval through June 30, 2013. 100% Federal Funds.

<b>04-096-096-963015-3049 Non-Participating Construction / Reconstruction</b>	<b>Current Budget</b>	<b>Requested Change</b>	<b>Revised Budget FY2013</b>
<b>Expenses:</b>			
046-500463 Consultants	\$1,855,979	\$0	\$1,855,979
400-500870 Construction-Repairs & Materials	3,070,962	(200,000)	2,870,962
401-500877 Land - Interest	0	200,000	200,000
Total	\$4,926,941	\$0	\$4,926,941

<b>Source of Funds</b>			
<b>Revenue:</b>			
000-409151 Federal Funds	\$4,650,000	\$0	\$4,650,000
000-000015 Highway Funds	276,941	0	276,941
Total	\$4,926,941	\$0	\$4,926,941

**EXPLANATION**

The Department requests authorization for an adjustment of the appropriations originally approved on fiscal item FIS 13-046, February 1, 2013 and Governor & Council item 84 approved on February 20, 2013, between classes. The transfer is requested to accurately reflect the class line activity for transactions related to the right of way and construction of roads and bridges within the State.

These funds are FHWA federal funds and pursuant to FHWA guidelines, are not applicable to Class 040 Indirect Costs, Class 041 Audit Fund Set Aside and Class 042 Additional Fringe Benefits.

Your approval of this resolution is respectfully requested.

Sincerely,

Handwritten signature of Christopher D. Clement, Sr. in black ink.

Christopher D. Clement, Sr.  
Commissioner

Attachment



#84

FIS 13-046



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.  
COMMISSIONER

JEFF BRILLHART, P.E.  
ASSISTANT COMMISSIONER

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire

January 10, 2013

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

REQUESTED ACTION

- 1.) Pursuant to RSA 14:30-a, VI, authorize the New Hampshire Department of Transportation to accept and expend revenue in the amount of \$4,650,000 to fund project costs not reimbursed by Federal Highway Administration (FHWA), effective upon the date of Fiscal Committee and Governor and Council approval through June 30, 2013. 100% Federal Funds
- 2.) Pursuant to RSA 124:15-I, authorize the New Hampshire Department of Transportation to establish Consultants for services to be performed on projects not reimbursed by Federal Highway Administration (FHWA) effective upon the date of Fiscal Committee and Governor and Council approval through June 30, 2013.

04-096-096-963015-3049 Non-Participating Construction / Reconstruction	Current Budget FY2013	Requested Change FY2013	Revised Budget FY2013
<b>Expenses:</b>			
046-500463 Consultants	\$205,979	\$1,650,000	\$1,855,979
400-500870 Construction-Repairs & Materials	70,962	3,000,000	3,070,962
Total	\$276,941	\$4,650,000	\$4,926,941

Source of Funds			
<b>Revenue:</b>			
000-409151 Federal Funds	\$0	\$4,650,000	\$4,650,000
000-000015 Highway Funds	276,941	0	276,941
Total	\$276,941	\$4,650,000	\$4,926,941

EXPLANATION

The Department bills the Federal Government, primarily FHWA for engineering and construction inspection work performed by the Department on participating Federal projects. In September 2011, as

part of the budget reductions required under Chapter 223:19, II, Laws of 2011, the Department budgeted \$6,343,775 of these Federal source funds to offset Highway funded Department labor costs.

The Department proposes to use the estimated remaining balance of \$4,650,000 (FY2013 projection of \$10,993,775 less \$6,343,775) to fund non-participating construction costs associated with Federal aid projects. Non-participating construction costs are the result of latent unforeseen conditions that occur during the execution of a Federal aid project.

These funds are FHWA federal funds and pursuant to FHWA guidelines, are not applicable to Class 040 Indirect Costs, Class 041 Audit Fund Set Aside and Class 042 Additional Fringe Benefits.

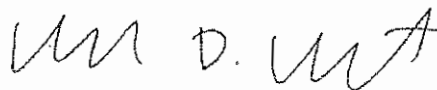
The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

Consultant:

1. List of personnel involved: Consultants
2. Nature, Need, and Duration: The consulting would be for non-participating engineering consultant services associated with Federal aid projects until funds requested have been exhausted.
3. Relationship to existing agency programs: There is no current funding available to address non-participating costs on Federal aid projects.
4. Has a similar program been requested of the legislature and denied? No, a similar program has not been requested and denied. A similar program was requested in fiscal year 2012 for I-93 non-participating expenses and was approved.
5. Why wasn't funding included in the agency's budget request? The need was identified after the budget was established.
6. Can portions of the grant fund be utilized? Not applicable, these are not grant funds.
7. Estimate the funds required to continue this position(s): There are no positions associated with this request.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.  
Commissioner

ATTACHMENT

**Department of Transportation**  
**FISCAL SITUATION FISCAL YEAR 2013**  
**04-096-096-963015-3049**

Non-participating Construction/Reconstruction

Estimated revenue budgeted:	\$	-
Prior year carryforward revenue:	\$	-
Additional non-budgeted revenue:	\$	4,650,000
		4,650,000
Amount available to budget:	\$	4,650,000
Less current FY13 budget authorization:	\$	-
		-
Total available for budgeting:	\$	4,650,000
Amount to be budgeted this request:	\$	4,650,000
Amount available to budget with future requests:	\$	-
		-

Source of Non-Budgeted Revenue	Amount	Expenses through 6/30/13	Balance
Federal Highway Funds	\$ 4,650,000	\$ -	\$ 4,650,000
		\$ -	\$ -
		\$ -	\$ -
Totals	\$ 4,650,000	\$ -	\$ 4,650,000



**THE STATE OF NEW HAMPSHIRE**  
DEPARTMENT OF TRANSPORTATION



**CHRISTOPHER D. CLEMENT, SR.**  
COMMISSIONER

**JEFF BRILLHART, P.E.**  
ASSISTANT COMMISSIONER

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire

March 28, 2013  
Bureau of Project Development

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

1. a. Pursuant to RSA 14:30-a, VI, authorize the Department of Transportation to amend item FIS 12-214 originally approved June 18, 2012 and by G&C on July 11, 2012 item #102, by adjusting the appropriations in the amount of \$1,000,000 for best use of the funding to be effective upon Fiscal Committee and Governor and Council approval through June 30, 2013. 100% Agency Income.

1.b. Pursuant to RSA 124:15-I, authorize the New Hampshire Department of Transportation to establish Consultants for services to be performed on I-93 projects not reimbursed by Federal Highway Administration (FHWA) effective upon the date of Fiscal Committee and Governor and Council approval through June 30, 2013.

04-096-096-963515-3311 Non Par I-93	Current Budget	Requested Change	Revised Budget FY2013
<b>Expenses:</b>			
046-500463 Consultants	\$0	\$250,000	\$250,000
400-500870 Construction-Repairs & Materials	3,400,000	(1,000,000)	2,400,000
401-500877 Land - Interest	0	750,000	750,000
Total	\$3,400,000	\$0	\$3,400,000

<b>Source of Funds</b>			
<b>Revenue:</b>			
009-405921 Agency Income	Total	\$3,400,000	\$0
			\$3,400,000

**EXPLANATION**

1. a. The Department requests authorization for an adjustment of the appropriations, originally approved on fiscal item FIS 12-214, June 18, 2012 and Governor & Council item 102 approved on July 11, 2012, between classes. The transfer is requested to accurately reflect the class line activity for transactions related to the right of way and construction of roads and bridges on I-93 within the State.

1. b. The Department requests authorization to establish consultants. The request does not add additional consultants, but uses the consultants already established within statewide consulting contracts. The transfer is

requested to accurately reflect the class line activity for transactions related to the right of way and construction of roads and bridges on I-93 within the State.

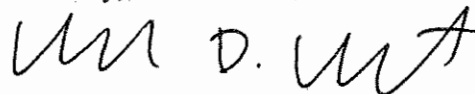
The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

Consultant:

1. List of personnel involved: Consultants
2. Nature, Need, and Duration: The consulting would be for non-participating engineering consultant services associated with I-93 projects until funds requested have been exhausted.
3. Relationship to existing agency programs: There is no current funding available to address non-participating costs on I-93 projects.
4. Has a similar program been requested of the legislature and denied? No, a similar program has not been requested and denied.
5. Why wasn't funding included in the agency's budget request? The need was identified after the budget was established.
6. Can portions of the grant fund be utilized? Not applicable, these are not grant funds.
7. Estimate the funds required to continue this position(s): There are no positions associated with this request.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.  
Commissioner

Attachment



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



FIS 12-214

CHRISTOPHER D. CLEMENT, SR.  
COMMISSIONER

JEFF BRILLHART, P.E.  
ASSISTANT COMMISSIONER

Representative Ken Weyler, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire

May 24, 2012

G+C  
#102  
7/11/12

His Excellency, Governor John H. Lynch  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the New Hampshire Department of Transportation to accept and expend revenue in the amount of \$3,400,000 to fund I-93 project costs not reimbursed by FHWA, effective upon the date of Fiscal Committee and Governor and Council approval through June 30, 2013. 100% Agency Income

04-096-096-963515-3311 Non Par I-93	Current Budget	Requested Change	Revised Budget
<b>Expenses:</b>			
400-500870 Construction-Repairs & Materials	\$0	\$3,400,000	\$3,400,000
Total	\$0	\$3,400,000	\$3,400,000

<u>Source of Funds</u>			
<b>Revenue:</b>			
009-405921 Agency Income	Total	\$0	\$3,400,000

EXPLANATION

In November 2010, the Department issued \$80 million in GARVEE bonds to fund three projects on the I-93 corridor.

Federal Project Number	State Project Numbers	Project Description	Anticipated Start Date	Anticipated Completion Date	Estimated Construction Cost
BI-A000(124)	13933D & 14800A	I-93 NB and SB mainline improvements through the Exit 1 area including improvements to the NH 38 approaches. Two bridges over NH 38 will	Fall 2010	Fall 2013	\$32M

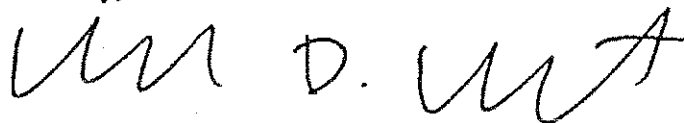
		also be replaced.			
BI-A000(501)	14633F & 14800B	I-93 NB and SB mainline improvements in the area of Exit 5, including the reconstruction of the Exit 5 NB off-ramp and reconstruction of NH 28. Replacement of 4 bridges over NH 28 (2) and rail corridor (2).	Fall 2010	Fall 2014	\$38M
BI-A001(243)	13933N & 14800C	I-93 SB Mainline Bridges over NH 111 & NH 111A	Fall 2011	Fall 2014	\$12M

The proceeds of these bonds are being used to fund construction, construction engineering and inspections for these projects. Of the total, approximately \$4.1 million is planned for construction engineering and inspection. It is anticipated that about \$700,000 will be used for consultants for inspections and the remaining \$3.4 million will be used to reimburse the Department for force account work related to construction engineer's inspection and oversight of projects, materials and research testing, surveying and environmental testing and compliance.

The Department proposes to use the reimbursement from bond proceeds to fund non-participating construction costs associated with any of the I-93 projects. Non-participating construction costs are the result of latent unforeseen conditions that occur during the execution of a Federal aid project or the result of emergency response efforts. Within the current biennial structure, the Department does not have a funding mechanism to address these needs.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.  
Commissioner

ATTACHMENT

**State of New Hampshire  
Department of Transportation  
Fiscal Situation Worksheet**

04-096-096-963515-3311 Non Par I-93  
Agency Income

Description	Amount
Revenue Received in Excess of amounts Budgeted	
FY12 Estimated Budgeted Revenue	\$ -
FY 12 Revenue Received through May 23, 2012	409,293.28
Estimated Future Revenue FY2012-2015	2,990,706.72
Amount Available to Budget	3,400,000.00
Additional Amount Requested to Budget	3,400,000.00
Amount Reserved for Future Budget Requests	\$ -





**THE STATE OF NEW HAMPSHIRE**  
DEPARTMENT OF TRANSPORTATION



**CHRISTOPHER D. CLEMENT, SR.**  
COMMISSIONER

**JEFF BRILLHART, P.E.**  
ASSISTANT COMMISSIONER

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

Division of Operation  
April 4, 2013

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

- Pursuant to RSA 14:30-a, VI, authorize the New Hampshire Department of Transportation to accept and expend insurance funds, in the amount of \$1,053,500, to cover a portion of the costs to repair the Sarah Mildred Long Bridge effective upon Fiscal Committee and the date of Governor and Council approval through June 30, 2013. 100% Private Local Funds.
- Pursuant to RSA 124:15, I, authorize the New Hampshire Department of Transportation to establish consultants for services to be performed on the repair of the Sarah Mildred Long Bridge effective upon the date of Fiscal Committee and Governor and council approval through June 30, 2013.

<b>04-096-096-960515-3031</b>	<b>Current Budget</b>	<b>Requested Change</b>	<b>Revised Budget</b>
<b>Reimbursable Maintenance &amp; Repair</b>			
<b>Expenses:</b>			
018 500106 Overtime	\$250,000	\$65,500	\$315,500
019 500105 Holiday Pay	2,000	0	2,000
020 500200 Current Expense	380,705	0	380,705
022 500255 Rents-Leases Other than State	250,000	0	250,000
023 500291 Heat, Electricity, Water	3,000	0	3,000
024 500225 Maint. Other than Bldg-Grnds	1,000	0	1,000
025 506467 State Owned Equip Usage	2,062	0	2,062
030 500311 Equipment	5,000	0	5,000
046 500463 Consultants	1,000	187,500	188,500
050 500109 Personal Services – Temp	11,000	0	11,000
060 500601 Benefits	114,023	0	114,023
070 500704 In-State Travel	8,000	0	8,000
400 500870 Construction Repair Material	2,302,600	800,500	3,103,100
<b>Total</b>	<b>\$3,330,390</b>	<b>\$1,053,500</b>	<b>\$4,383,890</b>
<b>Source of Funds</b>			
<b>Revenue:</b>			
005-402596 Private Local Funds	\$2,655,390	\$1,053,500	\$3,708,890
000-000015 Highway Fund	675,000	0	675,000
<b>Total</b>	<b>\$3,330,390</b>	<b>\$1,053,500</b>	<b>\$4,383,890</b>

EXPLANATION

1. This request is for funding to be used for costs to be incurred by the Department as a result of the freight accident that damaged the Sarah Mildred Long Bridge. The requested change to increase the Department's budgeted "Reimbursable Maintenance & Repair" account to various class lines is predicated on anticipated reimbursement from insurance funds. The upfront cost of the repairs will be split 50/50 with the State of Maine Department of Transportation; and insurance reimbursement will be sought to reimburse both States.

The Department's budgeted "Reimbursable Maintenance & Repair" accounting unit is intended to record expenditures for work the Department performs on a cost reimbursement basis. The budget process provides estimates of class line expenditures for the ensuing fiscal year for regular occurring damage and other reimbursable expense. Additional funding is required to complete repairs of damage to the area.

2. The request for additional Consultant expenses will utilize an existing statewide contract and is not requesting a new consultant agreement.

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

Consultant:

1. List of personnel involved: Consultants
2. Nature, Need, and Duration: The consulting would be for emergency engineering design consultant services associated with the repair of the Sarah Mildred Long Bridge that are reimbursed by the insurance proceeds.
3. Relationship to existing agency programs: Engineering design is routinely contracted out on the Agency's bridge projects.
4. Has a similar program been requested of the legislature and denied? No, a similar program has not been requested and denied.
5. Why wasn't funding included in the agency's budget request? Due to other emergencies incurred during the fiscal year, additional funds need to be appropriated as funds have been exhausted or are not sufficient in these class lines.
6. Can portions of the grant fund be utilized? Not applicable, these are not grant funds.
7. Estimate the funds required to continue this position(s): There are no positions associated with this request.

Your approval of this resolution is respectfully requested.

Sincerely,



Christopher D. Clement, Sr.  
Commissioner

ATTACHMENT

**Department of Transportation**  
**FISCAL SITUATION FISCAL YEAR 2013**  
**04-096-096-960515-3031**

Reimbursable Maintenance & Repair

Estimated revenue budgeted:	\$	2,624,685.00
Prior year carryforward revenue:		-
Additional non-budgeted revenue:		1,053,500.00
Amount available to budget:		3,678,185.00
Less current FY13 budget authorization:		2,624,685.00
Total available for budgeting:	\$	1,053,500.00
Amount to be budgeted this request:	\$	1,053,500.00
Amount available to budget with future requests:	\$	-

Source of Non-Budgeted Revenue	Amount	Expenses through 6/30/13	Balance
Insurance Proceeds	\$ 1,053,500	\$ -	\$ 1,053,500
		\$ -	\$ -
		\$ -	\$ -
<b>Totals</b>	<b>\$ 1,053,500</b>	<b>\$ -</b>	<b>\$ 1,053,500</b>



THE STATE OF NEW HAMPSHIRE  
INSURANCE DEPARTMENT

FIS 13 117

21 SOUTH FRUIT STREET SUITE 14  
CONCORD, NEW HAMPSHIRE 03301

Roger A. Sevigny  
Commissioner

Alexander K. Feldvebel  
Deputy Commissioner

April 10, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

Her Excellency, Governor Margaret Wood Hassan  
And the Honorable Executive Council  
State House  
Concord, NH 03301

Requested Action

1. Pursuant to RSA 14:30-a, VI, authorize the Insurance Department to accept and expend federal grant funds in the amount of \$339,153.00 for FY 2013 from the U.S. Department of Health and Human Services for the purpose of carrying out consumer assistance functions relating to the New Hampshire partnership health benefit exchange. By carrying out these functions, the Department will preserve the state's insurance regulatory authority, to the greatest extent possible, regarding consumer assistance for insurance plans sold on the exchange. Approval is sought for the period of Fiscal Committee and Governor and Executive Council through June 30, 2013. Source of Funds is 100% Federal Funds.
2. Pursuant to RSA 124:15 authorize the Insurance Department to establish a Class 046 (Consultants) to enter into contracts for consulting services with various vendors in Account Number 02-24-24-2400-12350000 for the period of Fiscal Committee and Governor and Executive Council approval through June 30, 2013.

Funds will be budgeted as set forth in the table below. Source of funds: 100% Federal Funds.

FY 2013 Consumer Assistance Grant  
02-24-24-2400-12350000

		<b>Fiscal Year 2013</b>
Class	Description	New Appropriation
020	Current Expense	\$5,146.00
030	Equipment	\$500.00
041	Audit Set Aside	\$340.00
046	Consultants	\$323,753.00
070	In-State Travel	\$3,448.00
080	Out of State Travel	\$5,966.00
	Total Appropriation	\$339,153.00
	Source of Funds	
000	Federal Funds	\$339,153.00

EXPLANATION

The New Hampshire Insurance Department has received a federal grant to support a consumer assistance partnership with the federally-facilitated health benefit exchange or marketplace that will be established for New Hampshire. The purpose of the consumer assistance partnership is to preserve the state's insurance regulatory authority to the greatest extent possible with respect to consumer assistance for insurance plans sold on the exchange and to ensure that the navigator/in-person assist or function, as well as exchange-related outreach and education efforts, are conducted in a manner that best serves the interests of New Hampshire residents. This Consumer Assistance Grant is made available pursuant to Public Law 111-148 and Public Law 111-152 (The Patient Protection and Affordable Care Act). Grant funds will be used to oversee the conduct of navigators, design and administer an in-person assistance program to supplement the navigator function, and conduct consumer outreach and education.

The acceptance of the grant funds, in the amount of \$339,153.00, available for expenditure during Fiscal 2013 is requested.

1. Class 020 – Current Expenses – FY13 - \$5,146.00. These funds are required in order to provide general supplies.
2. Class 030 – Equipment (new/replacement) – FY13 - \$500.00. These funds are required to purchase necessary computer systems, software, and technical support.

3. Class 041 – Audit set aside – FY13 - \$340.00. These funds are required in order to meet audit costs associated with the grant program.

4. Class 046 – Consultants – FY13 - \$323,753.00. These funds are required to hire consultants to carry out the consumer assistance functions.

5. Class 070 – In-State Travel – FY13 - \$3,448.00. These funds are required for the Department Employees to attend meetings and seminars.

6. Class 080 – Out of State Travel – FY13 - \$5,966.00. These Out of State Travel funds are required for department employees to attend grant workshops and seminars.

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

1. List of personnel involved: The functions under this grant will be carried out through the use of consultants whose contracts will be managed by Insurance Department staff.

2. Nature, need, and duration: This is a twelve month federal grant with a project period dating from April 8, 2013 to April 7, 2014. The funding included in this request is allocated for the period from Governor and Council approval through June 30, 2013. The Department will request an amendment to its SFY 2014 budget to include federal grant funds for the remaining portion of the grant period.

3. Relationship to existing agency program: This grant will facilitate the preservation of state insurance regulatory authority over the manner in which health insurance is sold in this state. This is a regulatory function that the New Hampshire Insurance Department has traditionally had. The outreach and education activities funded under this grant are designed to promote access to health insurance coverage for populations currently without any form of health benefits. This also is an issue which the Insurance Department has addressed in recent years.

4. Has a similar program been requested of the legislature and denied? The nature of the work to be completed under the grant has never been requested and denied by the General Court.

5. Why wasn't funding included in the agency's budget request? The April 8, 2013 notification of the federal government's funding of this grant has prompted this Insurance Department request and is the reason for not including funding for this activity in the department's budget request for FY 2013.

6. Can portions of the grant funds be utilized? 100% of federal grant funds can be used to fund all program costs associated with this request.

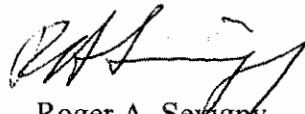
7. Estimate the funds required to continue this position(s): There will be no cost to the State of New Hampshire associated with this grant as grant functions are being carried out on a time-limited basis by consultants exclusively with the use of federal grant funds.

FISCAL SITUATION

U.S. Department of Health and Human Services Appropriation	\$5,372,682.00
FY2013 Requested Appropriation	\$ 339,153.00
FY2014 Reserved Funds	<u>\$5,033,529.00</u>
Total Appropriations	\$5,372,682.00

In the event that federal funds cease to be available, General Funds will not be requested to support this program. Thank you for your consideration.

Respectfully submitted,



Roger A. Sevigny



# New Hampshire Fish and Game Department

HEADQUARTERS: 11 Hazen Drive, Concord, NH 03301-6500  
(603) 271-3421  
FAX (603) 271-1438

FIS 13 090

www.WildNH.com  
e-mail: info@wildlife.nh.gov  
TDD Access: Relay NH 1-800-735-2964

April 3, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

## REQUESTED ACTION

Pursuant to the provisions of RSA 206: 33-b, authorize the transfer of Ninety Four Thousand Three Hundred Seventy Seven dollars (\$94,377.00) from the New Hampshire Fish and Game Fund Reserve to the Fish and Game FY 2013 Operating Budget from joint Legislative Fiscal Committee and Governor and Council approval through June 30, 2013.

03 75 75 750520

20-07500-21100000 Business Management – FY 2013

<u>Class</u>		<u>Current Budget</u>	<u>Change</u>	<u>Revised Budget</u>
010	Personal Services Permanent	\$226,113	\$ 0	\$226,113
020	Current Expenses	58,336	0	58,336
022	Rents-Leases Other Than State	6,275	0	6,275
026	Organizational Dues	23,164	0	23,164
030	Equipment New/Replacement	100	0	100
040	Indirect Costs	250,000	0	250,000
041	Audit Fund Set Aside	19	0	19
043	Debt Service	450,000	0	450,000
049	Transfers to Other State Agencies	4,000	0	4,000
050	Personal Services Temporary	20,000	18,000	38,000
060	Benefits	89,946	1,377	91,323
064	Retirement, Pension & Health Ins.	1,252,544	0	1,252,544
070	In-State Travel	150	0	150
080	Out-of-State Travel	<u>1,000</u>	<u>0</u>	<u>1,000</u>
	<b>Total Expenses</b>	<b>\$2,381,647</b>	<b>\$19,377</b>	<b>\$2,401,024</b>
<u>Source of Funds</u>				
000	Federal Funds	20,135	0	20,135
---	Fish and Game Funds	<u>2,361,512</u>	<u>19,377</u>	<u>2,380,889</u>
	<b>Total</b>	<b>\$2,381,647</b>	<b>\$19,377</b>	<b>\$2,401,024</b>

**REGION 1**  
629B Main Street  
Lancaster, NH 03584-3612  
(603) 788-3164  
FAX (603) 788-4823  
email: reg1@wildlife.nh.gov

**REGION 2**  
PO Box 417  
New Hampton, NH 03256  
(603) 744-5470  
FAX (603) 744-6302  
email: reg2@wildlife.nh.gov

**REGION 3**  
225 Main Street  
Durham, NH 03824-4732  
(603) 868-1095  
FAX (603) 868-3305  
email: reg3@wildlife.nh.gov

**REGION 4**  
15 Ash Brook Court  
Keene, NH 03431  
(603) 352-9669  
FAX (603) 352-8798  
email: reg4@wildlife.nh.gov



The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council

April 3, 2013

Page 2 of 2

03 75 75 750520

20-07500-21190000 Fleet Management -- FY 2013

<u>Class</u>		<u>Current Budget</u>	<u>Change</u>	<u>Revised Budget</u>
010	Personal Services Permanent	\$33,452	\$ 0	\$33,452
020	Current Expenses	334,092	0	334,092
026	Organizational Dues	500	0	500
030	Equipment	82,902	0	82,902
041	Audit Fund Set Aside	110	0	110
060	Benefits	34,178	0	34,178
070	In-State Travel	<u>250,000</u>	<u>75,000</u>	<u>325,000</u>
	Total Expenses	\$735,234	\$75,000	\$810,234
<u>Source of Funds</u>				
000	Federal Funds	109,603	0	109,603
---	Fish and Game Funds	<u>625,631</u>	<u>75,000</u>	<u>700,631</u>
	Total	\$735,234	\$75,000	\$810,234

#### EXPLANATION

Accounting Unit 21100000, class 050, Personal Services-Temporary, is being increased by \$18,000. This is due to the necessary hiring of temporary personnel to assist with Business Office functions. Class 060 is being increased by \$1,377 for the associated benefits of the temporary positions.

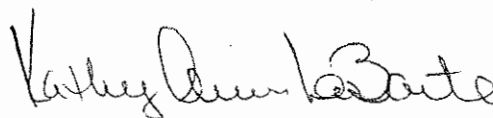
Accounting Unit 21190000, class 070, In-State Travel, is being increased by \$75,000. The increased cost of fuel is creating a deficit in this class line which is used solely for the purchase of fuel for our fleet of vehicles.

The following information is provided in accordance with the budget Officer's instructional memorandum dated April 17, 1985 to support the before written requested actions.

1. Does this transfer involve continuing programs or one-time projects? **Continuing programs.**
2. Is this transfer required to maintain existing program level or will it increase the program level? **Maintain existing program level.**
3. Cite any requirements that make this program necessary. **No Requirements.**
4. Identify the source of the funds on all accounts listed on this transfer. **Unrestricted Fish and Game Funds.**
5. Will there be any effect on revenue if this transfer is not approved or disapproved? **Unknown**
6. Are funds expected to lapse if this transfer is not approved? **No.**
7. Are personnel services involved? **Yes.**

Respectfully submitted,

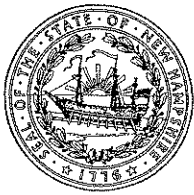
  
Glenn Normandeau  
Executive Director



Kathy Ann LaBonte, Chief  
Business Division

**Fiscal Situation  
Fish and Game Fund 2013**

Beginning Balance 06/30/2012	3,203	
Total Additions (Revenue Estimate	11,799	
Less Operating Budget Appropriations	(14,120)	
Plus Appropriation Adjustments	540	
Lapses	<u>407</u>	* Estimated at 3%
Ending Balance June 30, 2013 (Budgetary)	<u>1,829</u>	



STATE OF NEW HAMPSHIRE

FIS 13 109

DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF COMMUNITY BASED CARE SERVICES

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9410 1-800-852-3345 Ext. 8560

Nicholas A. Toumpas
Commissioner

Fax: 603-271-4912 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

Nancy L. Rollins
Associate Commissioner

March 4, 2013

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court, and

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of Chapter 224:14, II, Laws of 2011, Additional Revenues, authorize the Department of Health and Human Services, Division of Community Based Care Services, to accept and expend State Innovation Models Grant federal funds from the Centers for Medicare and Medicaid Services in the amount of \$1,569,378.00 effective upon Fiscal Committee and Governor and Executive Council approval, through June 30, 2013, and further authorize the allocation of these funds in the accounts below.

05-95-95-958010-1225 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: COMMISSIONER-COMMUNITY BASED CARE SERVICES, STATE INNOVATION MODELS GRANT

Table with 5 columns: Class/Object, Class Title, Current Modified Budget, Increase Amount, Revised Modified Budget. Rows include SFY 2013, 000-401933 Federal Fnds, 020-500200 Current Expenses, 030-500301 Equipment, 041-500801 Audit Fund Set Aside, 070-500704 In-State Travel Reimbursement, 080-500713 Out-Of State Travel Reimbursement, 102-500731 Contracts for Program Services, 502-500891 Payments to Providers, and Total Revenue/Expense.

## EXPLANATION

The Department of Health and Human Services, Division of Community Based Care Services seeks approval to accept and expend in State Fiscal Year 2013 State Innovation Models grant funds in the amount of \$1,569,378.00 from the Centers for Medicare and Medicaid Services. The Department will use the grant funds to design a new State Health Care Innovation Model. It is intended that this new model will support the establishment of Phase II of the Medicaid managed care program, which will cover foster care children, dual eligible beneficiaries and long-term care for people with chronic conditions. A copy of the grant award is attached.

The Department will focus its model design on individuals who are either in need of or at-risk for needing long-term support services. This population was chosen because:

1. This population has complex health needs that are served by multiple service delivery systems that struggle to coordinate care across those systems;
2. Multiple payers access these delivery systems with little commonality in their approach to care management, the role of consumers and measurement of outcomes; and
3. There is no current mechanism to look across the delivery systems and across the payers to measure the cost effectiveness of the provided services or to measure their performance in improving the health status and quality of life for the consumers they serve.

The broad goal of this project is to transform the current service payment model into a system that:

1. Empowers consumers to access services across the service delivery system "silos" and improves care and service coordination across those systems;
2. Aligns the payers for long term care support services around a common goals and outcomes; and
3. Employs a payment system that creates global accountability for cost effectiveness and outcomes.

The Department has actively engaged a large and diverse group of stakeholders to assist in the development of the new service delivery system and payment model. The Department intends to leverage numerous ongoing activities, several of which are currently supported by the Center for Medicare & Medicaid Services in the development of the new system and will also align ongoing state and national quality initiatives with the new system.

Should Fiscal Committee and Governor and Executive Council determine not to approve this request, more individuals in need of or at-risk of needing long-term support services will continue to drive costs higher and strain a system that is already struggling to meet the needs of this population.

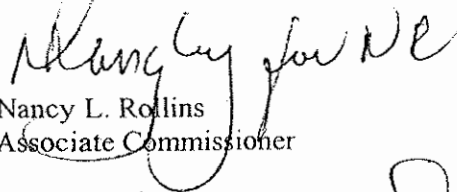
Since the project period of this federal grant ends September 30, 2013, three months into the new biennium, the department has not requested the program be budgeted. The Department's intention is to return to Fiscal Committee and Governor and Executive Council in June to request approval to continue this grant program through September 30, 2013.

Geographic area served: Statewide.

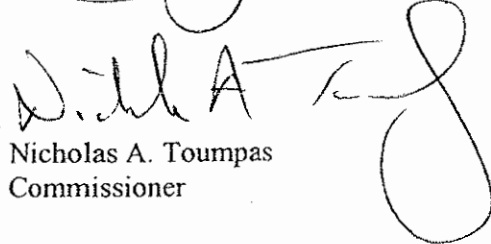
Source of Funds: 100% Federal.

If federal funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully submitted,

  
Nancy L. Rollins  
Associate Commissioner

Approved by:

  
Nicholas A. Toumpas  
Commissioner

Enclosures

Division of Community Based Care Services

State Innovation Models Grant

Fiscal Situation

05-95-095-958010-12250000

State Fiscal Year 2013 Current Authorized	\$0.00
State Innovation Model Award**	<u>1,569,378.00</u>
Total Revised SFY 2013 Authorized	<u>\$1,569,378.00</u>

** Federal Share	\$1,569,378.00
Non-Federal Share	<u>36,000.00</u>
Total Award	<u>\$1,605,378.00</u>

SUPERSEDES AWARD NOTICE dated  
except that any additions or restrictions previously imposed remain  
in effect unless specifically rescinded

AWARD NO.  
1CMS331172-01-00

STATUS  
New

NOTICE OF AWARD

AUTHORIZATION (Legislation/Regulations)  
Section 1115A of the Social Security Act (added by section 3021 of the  
Patient Protection and Affordable Care Act (P.L. 111-148))

PERIOD	MM/DD/YYYY	THROUGH	MM/DD/YYYY
From	04/01/2013	Through	09/30/2013
BUDGET PERIOD	MM/DD/YYYY	THROUGH	MM/DD/YYYY
From	04/01/2013	Through	09/30/2013

TITLE OF PROJECT (OR PROGRAM)  
State Innovation Models: Funding for Model Design

GRANTEE NAME AND ADDRESS  
New Hampshire Department of Health and Human Services  
129 Pleasant St  
Community Based Care Services  
Concord, NH 03301-3852

GRANTEE PROJECT DIRECTOR  
Mr. Erik Riera  
129 PLEASANT ST  
CONCORD, NH 03301-3852  
Phone: 603-271-5007

GRANTEE AUTHORITY OFFICIAL  
Ms. Nancy Rollins  
Gov. Gallen State Office Park South  
Community Based Care Services  
Concord, NH 03301-3857  
Phone: 603-271-9470

FEDERAL PROJECT OFFICER  
Mr. James Johnston  
7500 Security Blvd  
Baltimore, MD 21244-1849  
Phone: 410-786-2817

ALL AMOUNTS ARE SHOWN IN USD

APPROVED BUDGET (Excludes HHS Direct Assistance)	
HHS Grant Funds Only	
Total project costs including grant funds and all other financial participation	1
a. Salaries and Wages	33,259.00
b. Fringe Benefits	12,638.00
c. Total Personnel Costs	45,897.00
Equipment	36,800.00
Supplies	11,250.00
Travel	39,950.00
g. Construction	0.00
h. Other	122,730.00
i. Contractual	1,315,361.00
j. TOTAL DIRECT COSTS	1,571,988.00
k. INDIRECT COSTS	33,390.00
l. TOTAL APPROVED BUDGET	1,605,378.00
m. Federal Share	1,605,378.00
n. Non-Federal Share	36,000.00

AWARD COMPUTATION FOR GRANT	
a. Amount of HHS Financial Assistance (from item 11 m)	1,605,378.00
b. Less Unobligated Balance From Prior Budget Periods	0.00
c. Less Cumulative Prior Award(s) This Budget Period	0.00
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	1,605,378.00
13. TOTAL PROJECT COSTS	1,605,378.00

RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project):			
YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a. 2		d. 5	
b. 3		e. 6	
c. 4		f. 7	

PROGRAM INCOME SUBJECT TO 45 CFR PART 74, SUBPART F, OR 45 CFR 92.25, SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:	
a. DEDUCTION	b
b. ADDITIONAL COSTS	
c. MATCHING	
d. OTHER RESEARCH (Add / Deduct Option)	
e. OTHER (See REMARKS)	

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, HHS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:  
a. The grant program legislation cited above.  
b. The grant program regulations cited above.  
c. This award notice including terms and conditions, if any, noted below under REMARKS.  
d. HHS Grants Policy Statement including addenda in effect as of the beginning date of the budget period.  
e. 45 CFR Part 74 or 45 CFR Part 92 as applicable.  
In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS (Other Terms and Conditions Attached)  Yes  No

GRANTS MANAGEMENT OFFICER: Michelle Feagins, Grants Management Officer

CLASS	4115	SPONSOR CODE	1026000618B4	LINE	026000618	FUND	011040545	FUNCTIONAL DIST	02
FY-A	3-5991321	DOCUMENT NO.	SIMM131172	ADMINISTRATIVE CODE	SIM	AMT ACTION FIN ASST	\$1,605,378.00	ACCOMMODATION	75X0522
23. a.		b.		c.		d.		e.	



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES

29 HAZEN DRIVE, CONCORD, NH 03301-6527  
603-271-6896 1-800-852-3345 Ext. 6896  
Fax: 603-271-8705 TDD Access: 1-800-735-2964



Nicholas A. Toumpas  
Commissioner

José Thier Montero  
Director

March 11, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court, and

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Pursuant to the provisions of Chapter 224:14, II, Laws of 2011, Additional Revenues, authorize the Department of Health and Human Services, Division of Public Health Services, Bureau of Public Health Systems, Policy and Performance, Public Health Improvement Section to accept and expend federal funds in the amount of \$98,576.00 from Centers for Disease Control and Prevention to fund the Public Health Improvement Section effective upon date of approval by the Fiscal Committee and Governor and Council, through June 30, 2013, and further authorize the funds to be allocated as follows:

05-95-90-902010-5997 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF PUBLIC HEALTH SYSTEMS, POLICY AND PERFORMANCE, STRENGTHENING PUBLIC HEALTH INFRASTRUCTURE.

SFY 2013

Class/Object	Class Title	Current Modified Budget	Increase Amount	Revised Modified Budget
000-406926	Federal Funds	\$ 265,641.91	\$ 98,576.00	\$ 364,217.91
Total Revenue		\$ 265,641.91	\$ 98,576.00	\$ 364,217.91
010-500100	Personal Serv - Perm	\$ 57,935.25	\$ 0.00	\$ 57,935.25
020-500200	Current Expenses	\$ 6,803.15	\$ 0.00	\$ 6,803.15
030-500311	Equipment New Replacement	\$ 3,130.15	\$ 3,200.00	\$ 6,330.15
041-500801	Audit Fund Set Aside	\$ 295.00	\$ 99.00	\$ 394.00
060-500601	Benefits	\$ 35,400.27	\$ 0.00	\$ 35,400.27
066-500543	Employee Training	\$ 1,200.00	\$ 11,191.00	\$ 12,391.00
070-500704	In State Travel Reimbursement	\$ 413.07	\$ 0.00	\$ 413.07
080-500710	Out of State Travel Reimb	\$ 4,145.02	\$ 0.00	\$ 4,145.02



102-500731	Contracts for Program Services	\$ 156,320.00	\$ 84,086.00	\$ 240,406.00
Total Expenses		\$ 265,641.91	\$ 98,576.00	\$ 364,217.91

**EXPLANATION**

The Public Health Improvement Section receives federal funds from the Centers for Disease Control and Prevention through the National Public Health Improvement Initiative to increase the capacity of the Division of Public Health Services to improve the quality of services delivered through implementation of quality improvement and performance management practices. Funds included in this requested action will be used to provide Division staff with training in quality improvement and performance management (Class 066), purchase mobile computer equipment for use by project teams conducting quality improvement activities (Class 030), and continued development of the Division's performance management system (Class 102). Funds in this requested action will also be used to conduct strategic planning and develop a State Health Improvement Plan (Class 102).

Audit costs are included per state requirements.

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

These funds will not change the program eligibility levels. No new program will be established with the acceptance of these funds.

Area served: Statewide

Source of funds: These funds are 100% Federal from Centers for Disease Control and Prevention. Attached is the Notice of Grant Award and award history. Notice of these funds was received on February 21, 2013. They were not added to the operating budget because it was not known whether unspent funds from the previous grant would be available in this state fiscal year.

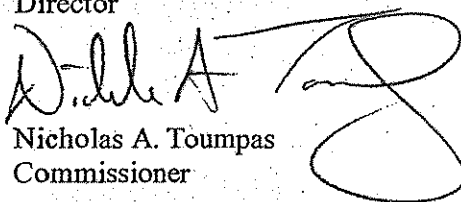
In the event that these Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



José Thier Montero, MD  
Director

Approved by:



Nicholas A. Toumpas  
Commissioner

JTM/LB/LRH

**AWARD HISTORY  
SPHIIH  
CO001289**

Award Ending 09/30/2013	268,321
Award Ending 09/30/2012	250,000
Expended through 6/30/12	(101,153)
Unobligated Balance Unable to Spend	<u>          -</u>
Award Balance 7/1/12	417,168
SFY 13 Appropriation **	(174,374)
OYR	<u>(144,218)</u>
Available to Accept in SFY 13	98,576
Amount Requested this Action	<u><u>98,576</u></u>

**\*\* SFY 13 Appropriation**

5997-000	Current	OYR	Total	This Action	Revised Budget
SPHIIH	124,124	144,218	268,342	98,576	366,918
VAR. ALLOCATED	50,250		50,250		50,250
			-		-
			-		-
Total	<u>174,374</u>	<u>-</u>	<u>144,218</u>	<u>98,576</u>	<u>417,168</u>



**Grant Number:** 5U58CD001289-03 REVISED

**Principal Investigator(s):**  
JOSE THEIR MONTERO, MD

**Project Title:** CD10-1011 Strengthening Public Health Infrastructure for Improved Health Outcomes

**FINANCIAL MANAGER**  
NEW HAMPSHIRE DHHS  
DIV. OF PUBLIC HEALTH SERVICES  
29 HAZEN DRIVE  
CONCORD, NH 03301

**Budget Period:** 09/30/2012 – 09/29/2013

**Project Period:** 09/30/2010 – 09/29/2015

Dear Business Official:

The Centers for Disease Control and Prevention hereby revises this award (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NH ST DEPARTMENT OF HEALTH & HUMAN SERVICES in support of the above referenced project. This award is pursuant to the authority of 301A,311BC,317K2(42USC241A,243BC247BK2) and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

Angie Tuttle  
Grants Management Officer  
Centers for Disease Control and Prevention

Additional information follows

**SECTION I – AWARD DATA – 5U58CD001289-03 REVISED**

**Award Calculation (U.S. Dollars)**

Salaries and Wages	\$60,567
Fringe Benefits	\$34,776
Personnel Costs (Subtotal)	\$95,343
Equipment	\$8,200
Supplies	\$7,021
Travel Costs	\$4,222
Other Costs	\$83,458
Consortium/Contractual Cost	\$134,577

Federal Direct Costs	\$330,821
Approved Budget	\$330,821
Federal Share	\$330,821
Less Unobligated Balance	\$80,821
<b>TOTAL FEDERAL AWARD AMOUNT</b>	<b>\$250,000</b>

**AMOUNT OF THIS ACTION (FEDERAL SHARE) \$0**

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

04 \$100,000  
05 \$100,000

**Fiscal Information:**

CFDA Number: 93.507  
EIN: 1026000818B3  
Document Number: 001289IH12

IC	CAN	2012	2013	2014
OT	939ZDNJ	\$250,000	\$100,000	\$100,000

SUMMARY TOTALS FOR ALL YEARS		
YR	THIS AWARD	CUMULATIVE TOTALS
3	\$250,000	\$250,000
4	\$100,000	\$100,000
5	\$100,000	\$100,000

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project

**CDC Administrative Data:**

PCC: / OC: 4141 / Processed: ERAAPPS 02/21/2013

**SECTION II – PAYMENT/HOTLINE INFORMATION – 5U58CD001289-03 REVISED**

For payment information see Payment Information section in Additional Terms and Conditions.

**INSPECTOR GENERAL:** The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS (1-800-447-8477)) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to [hhstips@oig.hhs.gov](mailto:hhstips@oig.hhs.gov) or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

**SECTION III – TERMS AND CONDITIONS – 5U58CD001289-03 REVISED**

This award is based on the application submitted to, and as approved by, CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The HS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

This award is funded by the following list of institutes. Any papers published under the auspices of this award must cite the funding support of all institutes.

Office For State, Tribal, Local And Territorial Support (OT)

**Treatment of Program Income:**  
Additional Costs

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**SECTION IV – CD Special Terms and Conditions – 5U58CD001289-03 REVISED**

Opportunity Announcement (FOA) Number: CD10-1011  
Award Number: 5 U38 CD 001289-03  
Amendment 4: Carryover \$80,821

**TERMS AND CONDITIONS OF THIS AWARD**

Note 1: The purpose of this amended Notice of Award is to award carryover funds in the amount of \$80,821 from year 02 to year 03. This amount represents 100% of the unobligated balance as reflected on the Annual FFR dated December 19, 2012. Approved carryover funding should be drawdown from Document Number: 001289NP11. This amount will be subject to reduction if the actual unobligated balance is less. These funds were distributed in the following cost categories:

Equipment: \$3,200  
Contractual: \$54,021  
Other: \$23,600

Note 2: Conditional Approval: Funds in the amount of \$54,021 are conditionally approved in the Contractual Cost Category. These funds are conditionally approved pending the receipt and approval of the following information:

- The amount of carryover funding that is being proposed to add to each contract: North Carolina Public Health Foundation and NH Health WISDOM, Division of Public Health Services State Health Improvement Plan.
- Period of Performance
- Method of Accountability
- Itemized budget and justification

This action is in response to the grantee request dated January 15, 2013.

Note 3: All other terms and conditions remain the same.

**STAFF CONTACTS**

**Grants Management Specialist:** Ebony Holt  
Center for Disease Control and Prevention  
PGO  
2920 Brandywine Road, MS K-69  
Atlanta, GA 30341  
Email: gv12@cdc.gov Phone: 770.488.5872 Fax: 770-488-2670

**Grants Management Officer:** Angie Tuttle

Centers for Disease Control and Prevention (CDC)  
 Procurement and Grants Office  
 2920 Brandywine Road, MS E-15  
 Atlanta, GA 30341  
 Email: atuttle@cdc.gov Phone: (770) 488-2863 Fax: (770) 488-2868

**SPREADSHEET SUMMARY**  
**GRANT NUMBER: 5U58CD001289-03 REVISED**

**INSTITUTION: NH STATE DEPT OF HEALTH AND HUMAN SERVICES**

<i>Budget</i>	<i>Year 3</i>	<i>Year 4</i>	<i>Year 5</i>
Salaries and Wages	\$60,567		
Fringe Benefits	\$34,776		
Personnel Costs (Subtotal)	\$95,343		
Equipment	\$6,200		
Supplies	\$7,021		
Travel Costs	\$4,222		
Other Costs	\$83,458	\$100,000	\$100,000
Consortium/Contractual Cost	\$134,577		
<b>TOTAL FEDERAL DC</b>	<b>\$330,821</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>TOTAL FEDERAL F&amp;A</b>	<b>\$0</b>		
<b>TOTAL COST</b>	<b>\$250,000</b>	<b>\$100,000</b>	<b>\$100,000</b>

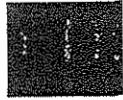
**STATEMENT OF APPROPRIATIONS  
DIVISION OF PUBLIC HEALTH fy 13**

*as of 2/28/13*

	<i>Appropriation</i>	<i>Est Revenue</i>	<i>Revenue</i>	<i>Expenditures</i>	<i>Encumbrances</i>	<i>Transfers</i>	<i>Lapsed</i>	<i>Balance Forward</i>	<i>Available</i>
5997	STRENGTHENING PH INFRASTRUCTUR								
000	FEDERAL FUNDS								
	0.00	-121,424.00	147,837.24	0.00	0.00	0.00	0.00	-144,217.91	-117,804.67
010	PERSONAL SERVICES PERM CLAS								
	57,936.00	0.00	0.00	-37,880.25	0.00	0.00	0.00	0.25	20,055.00
020	CURRENT EXPENSES								
	3,753.00	0.00	0.00	-1,673.22	-597.00	-3,000.00	0.00	6,050.15	4,532.93
030	EQUIPMENT NEW REPLACEMENT								
	100.00	0.00	0.00	0.00	0.00	3,000.00	0.00	30.15	3,130.15
041	AUDIT FUND SET ASIDE								
	129.00	0.00	0.00	-164.90	0.00	0.00	0.00	166.00	130.10
060	BENEFITS								
	35,309.00	0.00	0.00	-22,529.50	0.00	0.00	0.00	91.27	12,870.77
066	EMPLOYEE TRAINING								
	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	1,200.00
070	IN STATE TRAVEL REIMBURSEME								
	-500.00	0.00	0.00	-64.11	0.00	0.00	0.00	913.07	348.96
080	OUT OF STATE TRAVEL REIMB								
	-200.00	0.00	0.00	0.00	0.00	0.00	0.00	4,345.02	4,145.02
102	CONTRACTS FOR PROGRAM SERVI								
	23,898.00	0.00	0.00	-97,098.16	-30,281.17	0.00	0.00	132,422.00	28,940.67
<b>Org Total</b>	<b>121,424.00</b>	<b>-121,424.00</b>	<b>147,837.24</b>	<b>-159,410.14</b>	<b>-30,878.17</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-42,451.07</b>



COOPERATIVE AGREEMENTS  
Department of Health and Human Services  
Centers for Disease Control and Prevention  
OFFICE OF THE DIRECTOR, CENTERS FOR DISEASE CONTROL & PREVENTION



RECEIVED

MAY 09 2012

Infectious  
Disease Control

Grant Number: 5U58CD001289-02 REVISED

Principal Investigator(s):  
JOSE THEIR MONTERO, MD

Project Title: CD10-1011 Strengthening Public Health Infrastructure for Improved Health Outcomes

FINANCIAL MANAGER  
NEW HAMPSHIRE DHHS  
DIV. OF PUBLIC HEALTH SERVICES  
29 HAZEN DRIVE  
CONCORD, NH 03301

11

Budget Period: 09/30/2011 – 09/29/2012  
Project Period: 09/30/2010 – 09/29/2015

Dear Business Official:

The Centers for Disease Control and Prevention hereby revises this award (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NH ST DEPARTMENT OF HEALTH & HUMAN SERVICES in support of the above referenced project. This award is pursuant to the authority of 301A,311BC,317K2(42USC241A,243BC247BK2) and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

Sharon H Robertson  
Grants Management Officer  
Centers for Disease Control and Prevention

Additional information follows



**SECTION I – AWARD DATA – 5U58CD001289-02 REVISED**

**Award Calculation (U.S. Dollars)**

Salaries and Wages	\$60,567
Fringe Benefits	\$36,717
Personnel Costs (Subtotal)	\$97,284
Equipment	\$2,000
Supplies	\$4,946
Travel Costs	\$4,700
Other Costs	\$7,537
Consortium/Contractual Cost	\$119,789

Federal Direct Costs	\$236,256
Federal F&A Costs	\$50,000
Approved Budget	\$286,256
Federal Share	\$286,256
Less Unobligated Balance	\$36,256
<b>TOTAL FEDERAL AWARD AMOUNT</b>	<b>\$250,000</b>

**AMOUNT OF THIS ACTION (FEDERAL SHARE) \$0**

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

03	\$100,000
04	\$100,000
05	\$100,000

**Fiscal Information:**

CFDA Number: 93.507  
 EIN: 1026000618B3  
 Document Number: 001289NP11

OT	939ZDNJ	\$250,000	\$100,000	\$100,000	\$100,000
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SUMMARY TOTALS FOR ALL YEARS			
YR	THIS AWARD		CUMULATIVE TOTALS
2		\$250,000	\$250,000
3		\$100,000	\$100,000
4		\$100,000	\$100,000
5		\$100,000	\$100,000

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project

**CDC Administrative Data:**

PCC: / OC: 4141 / Processed: ERAAPPS 04/26/2012

**SECTION II – PAYMENT/HOTLINE INFORMATION – 5U58CD001289-02 REVISED**

For payment information see Payment Information section in Additional Terms and Conditions.

**INSPECTOR GENERAL:** The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

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**SECTION III – TERMS AND CONDITIONS – 5U58CD001289-02 REVISED**

This award is based on the application submitted to, and as approved by, CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The HS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- e. This award notice, **INCLUDING THE TERMS AND CONDITIONS CITED BELOW.**

This award is funded by the following list of institutes. Any papers published under the auspices of this award must cite the funding support of all institutes.

Office For State, Tribal, Local And Territorial Support (OT)

**Treatment of Program Income:**  
Additional Costs

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**SECTION IV – CD Special Terms and Conditions – 5U58CD001289-02 REVISED**

Funding Opportunity Announcement (FOA) Number: CD10-1011  
Award Number: CD001289-02  
Amendment 6

**TERMS AND CONDITIONS OF THIS AWARD**

NOTE 1: The purpose of this amended Notice of Award is to release a funding restriction in the amount of \$79,789 from the Contractual Cost Category. These funds are released for the IT CONTRACT FOR PERFORMANCE MANAGEMENT SYSTEM.

NOTE 2: All other terms and conditions issued with this award remain in effect, unless otherwise changed, in writing, by the Grants Management Officer.

**STAFF CONTACTS**

**Grants Management Specialist:** Ebony Holt  
Center for Disease Control and Prevention  
PGO  
2920 Brandywine Road, MS K-69  
Atlanta, GA 30341  
Email: [gvl2@cdc.gov](mailto:gvl2@cdc.gov) Phone: 770.488.5872 Fax: 770-488-2670

**Grants Management Officer:** Sharon H Robertson  
Centers for Disease Control and Prevention  
Procurement and Grants Office  
Koger Center, Colgate Building  
2920 Brandywine Road, Mail Stop K 69  
Atlanta, GA 30341  
Email: [sqr2@cdc.gov](mailto:sqr2@cdc.gov) Phone: 770-488-2748 Fax: 770-488-2777

**SPREADSHEET SUMMARY**

**GRANT NUMBER:** 5U58CD001289-02 REVISED

**INSTITUTION:** NH STATE DEPT OF HEALTH AND HUMAN SERS

Salaries and Wages	\$60,567			
Fringe Benefits	\$36,717			
Personnel Costs (Subtotal)	\$97,284			
Equipment	\$2,000			
Supplies	\$4,946			
Travel Costs	\$4,700			
Other Costs	\$7,537	\$100,000	\$100,000	\$100,000
Consortium/Contractual Cost	\$119,789			
TOTAL FEDERAL DC	\$236,256	\$100,000	\$100,000	\$100,000
TOTAL FEDERAL F&A	\$50,000			
TOTAL COST	\$250,000	\$100,000	\$100,000	\$100,000



STATE OF NEW HAMPSHIRE

FIS 13 115

DEPARTMENT OF HEALTH AND HUMAN SERVICES

29 HAZEN DRIVE, CONCORD, NH 03301-6527
603-271-4477 1-800-852-3345 Ext. 4477
Fax: 603-271-0545 TDD Access: 1-800-735-2964



Nicholas A. Toumpas
Commissioner

José Thier Montero
Director

March 1, 2013

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court, and

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of Chapter 224:14, II; Laws of 2011, Additional Revenues, authorize the Department of Health and Human Services, Division of Public Health Services, Bureau of Infectious Disease Control to accept and expend federal funds in the amount of \$350,000.00 from the Department of Health and Human Services, Health Resources and Services Administration to fund the Ryan White Care program, effective upon approval by the Fiscal Committee and Governor and Council, through June 30, 2013, and further authorize the funds to be allocated as follows:

05-95-90-902510-2222 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF INFECTIOUS DISEASE CONTROL, RYAN WHITE TITLE II

SFY 2013

Table with 5 columns: Class/Object, Class Title, Current Modified Budget, Increase (Decrease) Amount, Revised Modified Budget. Rows include Federal Funds, General Funds, Personal Serv - Perm, Overtime, Holiday Pay, Current Expenses, Equipment New Replacement, Audit Fund Set Aside, Additional Fringe Benefits, Benefits, In-State Travel Reimbursement, Out Of State Travel, Contracts for Program Services, Grantee Administrative Costs, Title II HIV Care Assistance, and Total Revenue/Expenses.

EXPLANATION

Grant funds awarded for periods after SFY 2013 will be included in the operating budgets for SFY 2014 and SFY 2015.

The New Hampshire Ryan White Care Program aims to increase accessibility to health care and support services for persons living with the human immunodeficiency virus (HIV) state-wide. The program's goal is to provide life-sustaining medications and to ensure quality clinical and case management services to NH residents who are infected with human immunodeficiency virus and are not eligible for medical assistance under Medicaid. These services include: prescription medication coverage, health insurance continuation, primary and specialty care services, home health care, and case management.

These additional federal funds are needed in Class 567 (Title II HIV Care Assistance) to continue to pay direct services for clients to ensure continuum of care through the end of the state fiscal year.

Audit costs are included per state requirements.

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

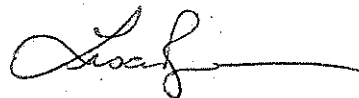
These funds will not change the program eligibility levels. No new programs will be established with the acceptance of these funds.

Area served: statewide.

Source of funds: These funds are 100% Federal from the Department of Health and Human Services, Health Resources and Services Administration to fund the Ryan White Care Program. Attached are the Notice of Grant Awards and award history. When preparing the biennium budget for SFY 12/13 this appropriation was not budgeted sufficiently to accommodate the expenditures.

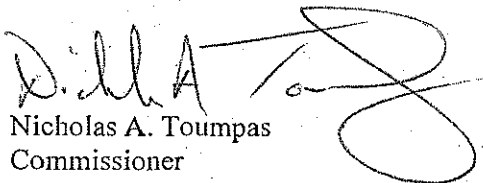
In the event that these Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



José Thier Montero, MD  
Director

Approved by:



Nicholas A. Toumpas  
Commissioner


JTM/rrs

**AWARD HISTORY**  
Title II

Award Ending 03/31/2013	1,514,766
Anticipated Award Ending 03/31/2014 (1,514,766./12 months*3 months)	378,692
Cash drawn through 6/30/12	-
Unobligated Balance Unable to Spend	<u>-</u>
Award Balance 7/1/12	1,893,458
SFY 13 Appropriation **	(1,137,022)
Old Year Reserve (OYR)	<u>(2,312)</u>
Available to Accept in SFY 13	754,124
Amount Requested this Action	<u><u>350,000</u></u>

**\*\* SFY 13 Appropriation**

2222-0000 **	Current	OYR	Adj Total	This Action	Revised Budget
Title II **	1,137,022	2,312	1,139,334	350,000	1,489,334
Medicaid	38,794		38,794		38,794
<b>VAR. ALLOCATED</b>			-		-
<b>Total</b>	<u>1,175,816</u>	<u>-</u>	<u>1,178,128</u>	<u>350,000</u>	<u>1,528,128</u>

1. DATE ISSUED: 07/06/2012		2. PROGRAM CFDA: 93.917		 <p align="center"><b>HRSA</b> Health Resources and Services Administration</p> <p align="center"><b>NOTICE OF AWARD</b> AUTHORIZATION (Legislation/Regulation) Public Health Service Act, Title XXVI, Section 2603 FY 2007 Title XXVI of the PHS Act, 42 U.S.C. section 300ff-11 et seq (as amended), Part B Public Health Service Act as amended, Sections 2611-23, (42 USC 300ff21-31b) 2611-22 of title XXVI of the Public Health Service Act, 42 USC 300ff-21-300ff-31a. as amended by the Ryan White HIV/AIDS Treatment Extension Act of 2009 (Public Law 111-87) Sections 2611-22 of title XXVI of the Public Health Service Act, 42 USC 300ff-21-300ff-31a. as amended by the Ryan White HIV/AIDS Treatment Extension Act of 2009 (Public Law 111-87)</p>							
3. SUPERSEDES AWARD NOTICE dated: 04/03/2012 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.											
4a. AWARD NO.: 6 X07HA00003-22-01		4b. GRANT NO.: X07HA00003						5. FORMER GRANT NO.: BRX070003			
6. PROJECT PERIOD: FROM: 04/01/1998 THROUGH: 03/31/2013											
7. BUDGET PERIOD: FROM: 04/01/2012 THROUGH: 03/31/2013											
8. TITLE OF PROJECT (OR PROGRAM): RYAN WHITE CARE ACT TITLE II											
9. GRANTEE NAME AND ADDRESS: STATE OF NEW HAMPSHIRE 29 HAZEN DRIVE Concord, NH 03301-6503 DUNS NUMBER: 011040545				10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) Christine Adamski STATE OF NEW HAMPSHIRE 29 Hazen Dr Concord, NH 03301-6503							
11. APPROVED BUDGET:(Excludes Direct Assistance) <input checked="" type="checkbox"/> Grant Funds Only <input type="checkbox"/> Total project costs including grant funds and all other financial participation				12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:							
a. Salaries and Wages : \$0.00 b. Fringe Benefits : \$0.00 c. Total Personnel Costs : \$0.00 d. Consultant Costs : \$0.00 e. Equipment : \$0.00 f. Supplies : \$0.00 g. Travel : \$0.00 h. Construction/Alteration and Renovation : \$0.00 i. Other : \$0.00 j. Consortium/Contractual Costs : \$0.00 k. Trainee Related Expenses : \$0.00 l. Trainee Stipends : \$0.00 m. Trainee Tuition and Fees : \$0.00 n. Trainee Travel : \$0.00 o. TOTAL DIRECT COSTS : \$1,514,766.00 p. INDIRECT COSTS (Rate: % of S&W/TADC) : \$0.00 q. TOTAL APPROVED BUDGET : \$1,514,766.00 i. Less Non-Federal Share: \$0.00 ii. Federal Share: \$1,514,766.00				a. Authorized Financial Assistance This Period \$1,514,766.00 b. Less Unobligated Balance from Prior Budget Periods i. Additional Authority \$0.00 ii. Offset \$0.00 c. Unawarded Balance of Current Year's Funds \$0.00 d. Less Cumulative Prior Awards(s) This Budget Period \$1,514,766.00 e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION \$0.00							
13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)											
<table border="1"> <thead> <tr> <th>YEAR</th> <th>TOTAL COSTS</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: center;">Not applicable</td> </tr> </tbody> </table>								YEAR	TOTAL COSTS	Not applicable	
YEAR	TOTAL COSTS										
Not applicable											
14. APPROVED DIRECT ASSISTANCE BUDGET:(In lieu of cash)											
a. Amount of Direct Assistance \$0.00 b. Less Unawarded Balance of Current Year's Funds \$0.00 c. Less Cumulative Prior Awards(s) This Budget Period \$0.00 d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION \$0.00											
15. PROGRAM INCOME SUBJECT TO 45 CFR Part 74.24 OR 45 CFR 92.25 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES: A=Addition B=Deduction C=Cost Sharing or Matching D=Other [A] Estimated Program Income: \$0.00											
16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING: a. The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 45 CFR Part 74 or 45 CFR Part 92 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.											
REMARKS: (Other Terms and Conditions Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No)											
Electronically signed by Stephennie Young , Grants Management Officer on : 07/06/2012											
17. OBJ. CLASS: 41.15		18. CRS-EIN: 1026000618B3		19. FUTURE RECOMMENDED FUNDING: \$0.00							
FY-CAN	CFDA	DOCUMENT NO	AMT. FIN. ASST	AMT. DIR. ASST	SUB PROGRAM CODE	SUB ACCOUNT CODE					



# State of New Hampshire

FIS 13 112

DEPARTMENT OF ADMINISTRATIVE SERVICES  
OFFICE OF THE COMMISSIONER  
25 Capitol Street – Room 120  
Concord, New Hampshire 03301

LINDA M. HODGDON  
Commissioner  
(603) 271-3201

JOSEPH B. BOUCHARD  
Assistant Commissioner  
(603) 271-3204

March 27, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

## REQUESTED ACTION

1. Pursuant to Chapter 224:85, I Laws of 2011, approval is requested for the Commissioner of the Department of Administrative Services (DAS) to transfer and reallocate appropriations for personnel from the Department of Transportation (DOT), Department of Environmental Services (DES), and the Liquor Commission (Liquor) with their respective unexpended FY 2013 appropriations in the amount of \$290,861 for consolidation of business processing within state government at the Shared Services Center within DAS, upon Fiscal Committee and Governor and Executive Council approval effective May 3, 2013 through June 30, 2013. **Estimated 21.50% General Funds, 0.85% Federal Funds, 4.08% Liquor Funds, 31.25% Highway Funds, 39.50% Turnpike Funds 2.82% Other income:**
2. Pursuant to Chapter 224:85, III Laws of 2011, approval is requested for the Commissioner of the Department of Administrative Services to establish the number of total personnel required for business processing functions in the executive branch of state government and to initiate the initial transfer of personnel, along with such items as identified in the law as necessary from their respective agencies, to the Department of Administrative Services to establish a Shared Services Center for the consolidation of business processing within state government upon Governor and Executive Council approval for the period effective May 3, 2013 through June 30, 2013.

Funds are to be transferred from available appropriations into the accounting unit # 014-014-140510-2980 entitled "Shared Services" for FY 2013 as follows:



The Honorable Mary Jane Wallner, Chairman  
Fiscal committee of the General Court

Her Excellency, Governor Maggie Hassan  
and the Honorable Council  
March 27, 2013  
Page 2 of 4

Class	Description	Current SFY 2013 Adj. Authorized	Requested Action	Revised SFY 2013 Adj. Authorized
010 -	Personal Services -			
500100	Permanent	438,525.00	160,569.00	599,094.00
018 -				
500106	Overtime	5,000.00		5,000.00
020 -				
500200	Current Expense	-	1,500.00	1,500.00
022 -				
500242	Rents	25,000.00		25,000.00
039 -				
500188	Telecommunications	-	1,000.00	1,000.00
050 -	Personal Services -			
500109	Temporary	48,287.00		48,287.00
060 -				
500601	Benefits	317,213.00	127,792.00	445,005.00
	<b>Total Expenditures</b>	<b>834,025.00</b>	<b>290,861.00</b>	<b>1,124,886.00</b>
000 -				
400388	Federal Funds	(90,711.00)	(2,467.00)	(93,178.00)
001 -				
405717	Transfer from Other Agency	(120,586.00)		(120,586.00)
003 -				
402159	Revolving Funds	-	(7,997.00)	(7,997.00)
007 -				
402193	Agency Income	-	(201.00)	(201.00)
009 -				
407085	Agency Income	(173,138.00)		(173,138.00)
010 -				
000010	General Funds	(329,604.00)	(62,547.00)	(392,151.00)
012 -				
000012	Liquor Funds	-	(11,876.00)	(11,876.00)
015 -				
000015	Highway Funds	(98,625.00)	(90,880.00)	(189,505.00)
017 -				
000017	Turpniike Funds	-	(114,893.00)	(114,893.00)
020 -				
000020	Fish & Game Funds	(21,361.00)		(21,361.00)
	<b>Total Revenue</b>	<b>(834,025.00)</b>	<b>(290,861.00)</b>	<b>(1,124,886.00)</b>

### EXPLANATION

DAS notes that this request is the third request made to the Fiscal Committee and Governor and Executive Council, as part of a phased approach to implementing a shared AP services model in the state. The initial request was approved by Fiscal Committee on November 8, 2012 item # FIS 12-336 and approved by Governor and

The Honorable Mary Jane Wallner, Chairman  
Fiscal committee of the General Court

Her Excellency, Governor Maggie Hassan  
and the Honorable Council  
March 27, 2013  
Page 3 of 4

Executive Council on November 14, 2012 item # 9. The Second Request was approved by Fiscal Committee on February 1, 2013 # FIS 13-044 and approved by Governor and Executive Council on February 6, 2013 item # 7.

Chapter 224, Laws of 2011, Section 85, calls for the Commissioner of the Department of Administrative Services (DAS) to achieve efficiencies via consolidation of business processing functions within state government. DAS and the State's consultant for this project, MGT of America, Inc., have worked with multiple agencies to analyze the accounts payable (AP) business process and collaborate on a design for shared services. (Please see attached the final enacted Chapter 224:85, Laws of 2011.)

After consideration of the variety of agency business operations and the input from agency AP processors, their supervisors, financial managers and commissioners, DAS has proceeded with a phased implementation of an AP Shared Services Center (AP-SSC) designed to transition standard AP processing functions in state agencies to the AP Shared Services Center starting in mid-November 2012.

With the launch of the AP Shared Services Center for standard back-office processing, agencies will retain control and responsibility for validating their vendor invoices; correctly coding each for budgeting/accounting accuracy and indicating agency authorization to pay (POA). Agencies will transmit vendor invoices to the AP-SSC for back-office processing, quality control and pre-audit.

The DAS AP-SSC will be responsible for processing transactions received from agencies and for providing customer service to research vendor or project manager inquiries about AP transaction payments. Building on the AP process improvements implemented over the past two years, including the transition to paperless processing, the AP-SSC will further enhance the business process to improve efficiency while freeing State agencies of back-office processing to enable agencies to direct remaining resources to mission-critical functions.

The DAS AP-SSC will implement a statewide system using a multi-phased approach. The phased approach brings in state agencies in steady, manageable increments to ensure that the AP-SSC has sufficient time to train AP staff on modified procedures and activities as well as to ensure that the agencies' staff understand and are comfortable using the proposed mechanisms for transmitting invoices into the AP-SSC.

DAS will establish a standard Service Level Agreement (SLA) to ensure timely processing and measurement of quality. The SLA will also enable DAS to conform normal productivity standards and goals. The AP-SSC will offer an SLA that accommodates both routine processing timeframes as well as emergency or rush services. The design will enable the AP-SSC to process invoices timely, efficiently and with high quality. These criteria will be regularly measured and reported to client agencies.

The Honorable Mary Jane Wallner, Chairman  
 Fiscal Committee of the General Court

Her Excellency, Governor Maggie Hassan  
 and the Honorable Council

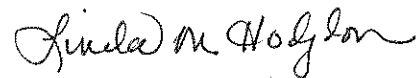
March 27, 2013

Page 4 of 4

The positions requested below represent the positions requested for transfer into the AP Shared Services Center (AP-SSC) to carry out consolidated AP operations on behalf of state agencies, as well as positions representing potential cost reductions to meet the stated objective of HB 2, to reduce costs for back-office functions in the State by \$1.5 million during Fiscal Years 12 and 13.

Dept	Account Unit	Position Title	Position Number	Labor Grade	Available Salary	Available Benefits	Total
Liquor	02-77-77-771012-1023	Accounting Technician	14282	12	3,551	8,325	11,876
DES	03-44-44-440010-1002	Accountant IV	12031	23	6,086	6,441	12,526
DES	03-44-44-440010-1002	Accountant II	13058	18	-	-	-
DES	03-44-44-440010-1002	Accountant III	42720	21	28,061	21,959	50,021
DOT	04-96-96-960515-3009	Secretary II	19675	9	4,635	3,099	7,734
DOT	04-96-96-960215-3001	Audit Tech	21270	11	7,820	-	7,820
DOT	04-96-96-960215-3001	Audit Tech	20022	11	4,883	-	4,883
DOT	04-96-96-960515-3005	Accounting Technician	20257	12	4,773	3,224	7,997
DOT	04-96-96-961017-7022	Accountant II	21025	18	10,926	24,501	35,427
DOT	04-96-96-961017-7022	Clerk IV	18366	12	35,766	15,408	51,174
DOT	04-96-96-960215-3001	Accounting Technician	20023	12	30,846	18,155	49,000
DOT	04-96-96-960215-3001	Audit Tech	21286	11	13,040	11,071	24,110
DOT	04-96-96-961017-7022	Program Assistant II	21638	15	12,682	15,609	28,291
TOTAL					163,069	127,792	290,861

Respectfully submitted,



Linda M Hodgdon  
 Commissioner

HB 2-FN-A-LOCAL - VERSION ADOPTED BY BOTH BODIES

- Page 22 -

1 currently owned or rented by the state, or space which may be rented by the commissioner utilizing  
2 amounts which may be saved by the state as the result of the consolidation of human resources and  
3 payroll functions.

4 IV. The consolidation of human resource and payroll functions shall achieve a savings in the  
5 fiscal year ending on June 30, 2013 of no less than \$1,428,000 in total funds and \$571,200 in general  
6 funds.

7 85 Department of Administrative Services; Consolidation of Certain Business Processing  
8 Functions.

9 I. The commissioner of administrative services, with the prior approval of the fiscal  
10 committee of the general court and the governor and council, is authorized to make such transfers of  
11 appropriation items and changes in allocations of funds available for operational purposes to the  
12 department of administrative services, from any other agency, as may be necessary or desirable to  
13 effectuate the efficient consolidation of business processing functions within state government. Such  
14 business processing functions shall include (i) accounts receivable, (ii) accounts payable, (iii)  
15 collection of fines, penalties, fees, restitution, remittances, and other moneys due to the state, and  
16 (iv) such other finance and accounting functions and transactions the commissioner of administrative  
17 services determines would achieve substantial efficiencies from consolidation.

18 II. The commissioner of administrative services is authorized to issue a request for proposals  
19 or purchases in accordance with RSA 21-I:22 and RSA 21-I:22-a for the services and assistance of a  
20 qualified consultant to evaluate and identify opportunities for business processing consolidation in  
21 state government and to make recommendations, including for a proposed implementation plan, for  
22 consolidation of such functions.

23 ~~III. The commissioner of administrative services is authorized to establish the number of~~  
24 ~~total personnel required for business processing functions in the executive branch of state~~  
25 ~~government and, with the prior approval of the governor and council, is authorized to eliminate~~  
26 ~~unnecessary positions and to transfer to the department of administrative services any position in~~  
27 ~~another agency identified by the commissioner of administrative services as necessary or desirable to~~  
28 ~~effectuate the efficient consolidation of business processing functions within state government. Such~~  
29 ~~transfers shall include the transfer of all associated books, papers, records, personnel files, and~~  
30 ~~equipment, including but not limited to work station and information technology equipment, and~~  
31 ~~shall include the transfer of any unexpended appropriations for any of the foregoing, as well as any~~  
32 ~~unexpended appropriations for salary/payroll, benefits, support costs, or any other costs associated~~  
33 ~~with the transferred personnel.~~

34 IV. The commissioner of administrative services may locate personnel whose positions have  
35 been transferred in such work spaces as the commissioner determines will efficiently effectuate the  
36 consolidation of business functions. Such work spaces may include either space currently owned or  
37 rented by the state, or space which may be rented by the commissioner utilizing amounts which may

1 be saved by the state as the result of the consolidation of human resources and payroll functions.

2 V. The consolidation of business processing functions shall achieve a savings in the fiscal  
3 year ending on June 30, 2012 of no less than \$352,000 in total funds and \$88,000 in general funds,  
4 and savings in the fiscal year ending on June 30, 2013 of \$1,000,000 in total funds and \$250,000 in  
5 general funds.

6 86 Appropriation; Department of Administrative Services. The sum of \$250,000 is hereby  
7 appropriated to the department of administrative services for the biennium ending June 30, 2013, for  
8 the purpose of selecting and retaining an independent business processing consultant, through a  
9 request for proposals or purchases process, for evaluating and making recommendations relative to  
10 the consolidation of business processing functions within state government. The governor is  
11 authorized to draw a warrant for said sum out of any money in the treasury not otherwise  
12 appropriated.

13 87 Sweepstakes Fund. Amend RSA 284:21-j, I to read as follows:

14 I. The state treasurer shall credit all moneys received from the lottery commission and all  
15 moneys received from the racing and charitable gaming commission under *RSA 284*, RSA 287-D,  
16 and RSA 287-E, and interest received on such moneys, to a special fund from which the treasurer  
17 shall pay all expenses of the commission incident to the administration of this subdivision and all  
18 administration and enforcement expenses of the racing and charitable gaming commission under  
19 *RSA 284*, RSA 287-D, and RSA 287-E. Any balance left in such fund after such expenses are paid  
20 shall be deposited in the education trust fund established under RSA 198:39.

21 88 McAuliffe-Shepard Discovery Center; Appropriation.

22 I. The sum of \$227,000 is hereby appropriated for the fiscal year ending June 30, 2013 to the  
23 McAuliffe-Shepard discovery center for the purpose of supporting the transition of the discovery  
24 center to a fiscally self-sufficient entity. This sum shall be in addition to any revenue or grants that  
25 may become available to the discovery center. The governor is authorized to draw a warrant for such  
26 amount out of any money in the treasury not otherwise appropriated.

27 II. The discovery center shall, no later than December 15, 2011, report to the fiscal  
28 committee of the general court and the governor and council detailing the discovery center's plan to  
29 maintain its operations in fiscal year 2013 as a state agency utilizing no more than the general funds  
30 appropriated under this section, or its plan to become a self-sufficient not-for-profit organization no  
31 later than January 1, 2013.

32 89 Lottery Commission; Incentive Program. The lottery commission may develop and  
33 implement an employee recognition program for monetary incentives to promote increased sales and  
34 compensate lottery sales representatives based upon performance and funded from an existing  
35 lottery budget line item. The incentive program shall be implemented through rules adopted by the  
36 lottery commission in accordance with RSA 541-A. The lottery commission shall report quarterly to  
37 the fiscal committee of the general court on the status of the incentive program.



STATE OF NEW HAMPSHIRE  
 DEPARTMENT OF INFORMATION TECHNOLOGY  
 27 Hazen Dr., Concord, NH 03301  
 Fax: 603-271-1516 TDD Access: 1-800-735-2964  
 www.nh.gov/doit

Peter C. Hastings  
 Acting Commissioner

March 27, 2013

The Honorable Mary Jane Wallner, Chairman  
 Fiscal Committee of the General Court  
 State House  
 Concord, NH 03301

**REQUESTED ACTION**

In accordance with the provisions of Chapter 224:210, Laws of 2011, authorize the Department of Information Technology to transfer appropriations in the amount of \$8,000.00, summarized below effective the date of Legislative Fiscal Committee approval through June 30, 2013. The transfer will have no impact on General Funds or State Revenue. 100% Other Funds (Agency Class 027)

From/To	Account	SFY 13 Appropriation	Increase/ (Decrease)	Revised Appropriation
Central IT Services and Ops- Current Expenses	01-03-03-030010 77030000-020	\$106,904.00	(8,000.00)	\$98,904.00
Central IT Services and Ops- Rents-Leases Other Than State	01-03-03-030010 77030000-022	45,279.00	0.00	45,279.00
Central IT Services and Ops- State Owned Equip Usage	01-03-03-030010 77030000-025	15,000.00	0.00	15,000.00
Central IT Services and Ops- Organizational Dues	01-03-03-030010 77030000-026	1.00	8,000.00	8,001.00
Central IT Services and Ops- Transfer to General Services	01-03-03-030010 77030000-028	700,385.00	0.00	700,385.00
Central IT Services and Ops- Equipment New Replacement	01-03-03-030010 77030000-030	25,000.00	0.00	25,000.00
Central IT Services and Ops- Technology-Hardware	01-03-03-030010 77030000-037	1,315,578.19	0.00	1,315,578.19
Central IT Services and Ops- Technology-Software	01-03-03-030010 77030000-038	2,481,448.27	0.00	2,481,448.27
Central IT Services and Ops- Telecommunications	01-03-03-030010 77030000-039	202,868.00	0.00	202,868.00
Central IT Services and Ops- Indirect Costs	01-03-03-030010 77030000-040	2.00	0.00	2.00
Central IT Services and Ops- Consultants	01-03-03-030010 77030000-046	2,781,113.55	0.00	2,781,113.55
Central IT Services and Ops- Transfer to Other State Agencies	01-03-03-030010 77030000-049	11,800.00	0.00	11,800.00
Central IT Services and Ops- Books Periodicals Subscriptions	01-03-03-030010 77030000-0057	2,101.00	0.00	2,101.00
Central IT Services and Ops- Employee Training	01-03-03-030010 77030000-0066	164,468.00	0.00	164,468.00
Central IT Services and Ops- In State Travel	01-03-03-030010 77030000-0070	53,420.00	0.00	53,420.00
Central IT Services and Ops- Out of State Travel	01-03-03-030010 77030000-0080	26,200.00	0.00	26,200.00
Totals		7,931,568.01	0.00	7,931,568.01

Source of funds:				
Transfer from other Agencies- 100% Other	01-03-03-030010 001-406305	7,924,978.01	0.00	7,924,978.01
General Funds		6,590.00	0.00	6,590.00
Totals		\$7,931,568.01	\$0.00	\$7,931,568.01

**EXPLANATION**

The transfer of appropriation reflects adjustments to operating expense accounts to address projected information technology shortfalls with the Department of Information Technology (DoIT). The projected shortfall in DoIT's budget is in Class 026-Organizational Dues. The additional appropriation is requested for dues to the National Association of State Chief Information Officers (NASCIO). This organization represents state chief information officers and information technology executives and managers from state governments across the United States.

Expenditure patterns for the first nine months of State Fiscal Year (SFY) 2013 have been analyzed and taken into consideration when projecting expenditures for the balance of the year. Based upon this review and an assessment of the agency's needs at this time, it was determined that DoIT was experiencing less than originally anticipated expenditures in Class 020-Current Expenses and additional funding requirements in Class 026-Organizational Dues. This transfer will provide for the continued efficient provision of DoIT services.

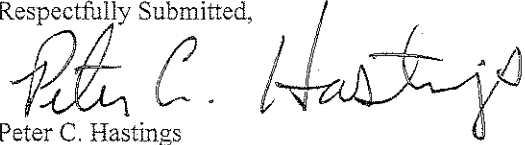
The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985 to support the requested actions:

- A. Justification:  
 DoIT examined expenditure patterns and determined an excess appropriation in Class 020-Current Expenses. It was further determined that the excess appropriation should be transferred to Class 026-Organizational Dues. The transfer of appropriations is required in Class 026-Organizational Dues in support of NASCIO. This organization represents state CIOs from state government across the United States and DoIT's membership in the association provides valuable information to the department and the State of NH.
- B. Does this transfer involve continuing programs or one-time projects?  
 The transfer involves continuing programs.
- C. Is this transfer required to maintain existing program levels or will it increase the program level? The transfer is required to maintain existing program levels.
- D. Cite any requirements, which make this program mandatory.  
 Not applicable.
- E. Identify the source of funds on all accounts listed on this transfer.  
 The source of funds for this transfer is 100% Other Funds. DoIT does not anticipate any impact on General Funds as a result of this transfer.
- F. Will there be any effect on revenue as a result of this transfer?  
 There is no anticipated effect on revenue as a result of this transfer.
- G. Are funds expected to lapse if this transfer is not approved?  
 It is anticipated that some funds will lapse whether or not this transfer is approved.
- H. Are personnel services involved?  
 No

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
March 27, 2013  
Page 3

The Department of Information Technology has conducted a review of DoIT operations to ensure that available funds are maximized to the greatest degree possible and to ensure that available funds are used to support mission critical project at each agency.

Respectfully Submitted,



Peter C. Hastings  
Acting Commissioner

PH/rc



ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE

FIS 13 091

83 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6387

MICHAEL A. DELANEY  
ATTORNEY GENERAL

ANN M. RICE  
DEPUTY ATTORNEY GENERAL



March 20, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

Dear Representative Wallner:

**REQUESTED ACTION**

Pursuant to Chapter 224:213, Laws of 2011, authorize the Department of Justice to retain outside counsel from an out-of-state law firm, the National Online Travel Litigation Group (NOTLG), effective upon Fiscal Committee approval.

**EXPLANATION**

The Department of Justice seeks authorization to retain the services of NOTLG to investigate and recover unpaid meals and rooms taxes from online travel companies (OTCs), such as Travelocity and Expedia. OTCs generally purchase hotel rooms from hotels at a wholesale rate and resell them to consumers at retail rates that are as much as 30% higher. While occupancy tax statutes typically impose the tax on the retail rate paid by the consumer, the OTC give the hotels only the occupancy tax on the wholesale rate, which is ultimately paid to the taxing authority. The OTCs do not pay tax on the approximately 30% mark-up rate charged to the consumer. As a result, the taxing entity receives significantly less tax than is due.

There have been approximately 50 lawsuits filed against the OTCs nationwide, involving several hundred municipalities, some counties, and a few states, seeking to recover unpaid occupancy taxes on the markup rate. Of the 18 cases that have been resolved in court, 12 were decided in the taxing authority's favor. An additional 12 cases have settled.


NOTLG, which consists of attorneys from three Georgia law firms, has been involved in more OTC cases than any other private counsel. It has filed cases in: Georgia on behalf of 157 local governments; Mississippi, Montana, and Kentucky on behalf of those states; and Maryland, Michigan, Colorado and Illinois on behalf of multiple municipalities. NOTLG has agreed to a very competitive rate of 25% of any recovery, inclusive of costs, with all up-front costs borne by NOTLG. In short, if there is a recovery, NOTLG would receive 25%. If there is no recovery, NOTLG would receive nothing.

The Attorney General believes that hiring NOTLG will be advantageous to the State. The Department of Justice does not have comparable resources and staff to investigate and pursue such litigation. Independently pursuing these claims would require a significant outlay of State funds up front. NOTLG, on the other hand, has developed an expertise in this area, and will cover all investigative and litigation costs. To the Department's knowledge, there is no law firm in New Hampshire that has a similar expertise.

We have discussed this potential litigation with representatives from the Department of Revenue Administration and the Department of Resources and Economic Development's Divisions of Economic Development and Travel and Tourism, all of whom have stated their support. It is also supported by the New Hampshire Lodging & Restaurant Association.

Thank you for your consideration of this request.

Respectfully submitted,



Michael A. Delaney  
Attorney General



# State of New Hampshire

**FIS 13 111**

DEPARTMENT OF ADMINISTRATIVE SERVICES  
 OFFICE OF THE COMMISSIONER  
 25 Capitol Street – Room 120  
 Concord, New Hampshire 03301

LINDA M. HODGDON  
 Commissioner  
 (603) 271-3201

JOSEPH B. BOUCHARD  
 Assistant Commissioner  
 (603) 271-3204

March 28, 2013

The Honorable Mary Jane Wallner, Chairman  
 Fiscal Committee of the General Court  
 State House  
 Concord, New Hampshire 03301

Her Excellency, Governor Margaret Wood Hassan  
 and the Honorable Council  
 State House  
 Concord, New Hampshire 03301

## REQUESTED ACTION

Pursuant to the provisions of Chapter 224:371, Laws of 2011, Transfer of Funds, authorize the Department of Administrative Services to transfer funds in and among accounting units in the amount of \$708,389. The transfers are made up of \$211,124 in general funds, \$1,950 in federal funds, \$417,612 in transfer funds and \$77,703 in other funds. The adjustments are summarized below and detailed on the attached worksheets. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2013. **Funding Source: 29.80% General Funds, 0.28% Federal Funds, 58.95% Transfer Funds, and 10.97% Other Funds.**

### SFY 2013

<u>Division</u>	<u>Account</u>	<u>Amount</u>
Office of the Commissioner	Various	\$ 6,623
Division of Accounting Services	Various	\$10,150
Personnel	Various	\$15,500
Bureau Plant & Property Maintenance	Various	\$676,116
Total Department of Administrative Services		<u>\$708,389</u>

## EXPLANATION

These transfers reflect adjustments to various expense accounts to address projected expenses in the Department. Expenditure patterns for the first eight months of SFY 2013 have been analyzed and taken into consideration when projecting expenditures for the remainder of the fiscal year. Based upon this review, a number of accounts were found to require additional funds, while other accounts were experiencing less than originally anticipated

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council

March 28, 2013

Page 2 of 2


expenditures. This transfer will provide for the continued efficient operation of the Department.

The following is the information specifically required when transfer are requested, in accordance with the Budget Officer's instructional memorandum dated April 17, 1985, to support the above requested actions.

- A. *Justification:* See the attached appendix for justifications of the availability of funds and required additional funds;
- B. *Does this transfer involve continuing programs or one-time projects?* This transfer involves continuing programs;
- C. *Is this transfer required to maintain existing program levels or will it increase the program level?* This transfer is required to maintain existing program levels;
- D. *Cite any requirements which make this program mandatory.* The programs for the Department are mandated by various state and federal laws;
- E. *Identify the source of funds on all accounts listed on this transfer.* See the attached worksheet for the source of funds for all accounts;
- F. *Will there be any effect on revenue if this transfer is not approved?* There is no anticipated effect on revenue as a result of this transfer;
- G. *Are funds expected to lapse if this transfer is not approved?* It is anticipated that some funds will lapse whether this transfer is approved or not;
- H. *Are personnel services involved?* No positions are being transferred as a result of this request.

The Department has conducted a detailed review of every line item in the budget to ensure that available funds are maximized to the greatest degree possible. An appendix is attached which summarizes the changes across the Department.

Respectfully submitted,



Linda M. Hodgdon,  
Commissioner

**Department of Administrative Services**  
**Transfer of Funds #2 SFY 2013 – Chapter 224:371, Laws of 2011**

**010-014-140010-10420000**  
**Commissioner – Administration**

Funding in this organization is 100% General Funds. A transfer is required in class 020 – Current Expense to cover expenditures for two job postings with Manster.com in order to have a greater pool of candidates to choose from for two critical positions within Administrative Services. There are excess funds in class 011 – Personal Services – Unclassified, these costs will be used to offset charges in class 020 here and also help offset funds in Accounting Services AU 13100000 class 050 – Personal Services Temporary to help pay for costs associated with the State's retired payroll manager working in a part time position to help with the transition of a new candidate into his former position. Funds will also be used to offset class 020 – Current expense within the Budget Office AU 13500000.

**010-014-140010-13500000**  
**Budget Office**

Funding in this organization is 100% General Funds. Funds are available in class 070 – In-State Travel and class 080 – Out of State Travel due to careful control of expenditures from these accounts. Additional funds are required in class 020 – Current Expense to cover higher than budgeted printing and copying costs associated with the biennial budget process.

**010-014-140010-13600000**  
**Business Office**

Funding in this organization is 100% General Funds. A transfer is required into class 020 – Current Expense in order to cover anticipated costs for the remainder of the fiscal year. Funds are also needed in class 039 – Telecommunications to cover the increased data network charges from the Telecommunications Division. Costs went from \$6 per phone line to \$9 per device connected to the State's computer network. Excess funds are available in class 050 – Personal Services Temporary after the transfer of a part time position to the new Shared Services Center. These excess funds will also be used to offset transfers needed in other DAS General Fund accounts.

**010-014-140010-13750000**  
**Risk Management Unit**

Funding in this organization is 35.13% General Funds and 64.87% Other Funds consisting of revenue from Fund 060 – Employee Benefit Fund. Additional funds are required in class 020 – Current Expense to cover general office expense needs for the remainder of the fiscal year. Excess funds are available from class 210 – Bonding Insurance after the only invoice for FY13 came in lower than originally budgeted.

**010-014-140010-86230000**  
**Office of Cost Containment**

Funding for this Organization is 100% General Funds. Additional funds are required in class 039 – Telecommunications to cover higher than budgeted telephone rates, additional funds are also required in class 070 – In-State Travel in order to pay for mileage reimbursements to

office staff for trips to hearings at various courts throughout the state. The current mileage reimbursement rate and total miles traveled year to date are both higher than originally budgeted. Funds are available in class 010 – Personal Services Permanent after the reduction of two full time staff to part-time positions. Additional funds are also available in class 020 – Current Expense as the office will carefully control expenditures for the remainder of the fiscal year.

**010-014-140510-13100000**

**Bureau of Accounting**

Funding for this Organization is 100% General Funds. A transfers into class 050 – Personal Services Temporary is required to pay for the recently retired State Payroll Manager to work part-time during transition of his full time position to a new candidate. Excess funds are available in class 066 – Employee Training to help offset these costs. Additional General Funds are being transferred in from several other accounting units to also help fund this transfer.

**010-014-140510-13300000**

**Financial Reporting**

Funding for this Organization is 100% General Funds. Funds are needed in class 039 – Telecommunications to cover the increased data network charges from the Telecommunications Division. Costs went from \$6 per phone line to \$9 per device connected to the State's computer network. Excess funds are available in class 020 – Current Expense and 026 – Organizational Dues due to expenditures being less than originally anticipated.

**010-014-141010-10440000**

**Personnel Administration – Support**

Funding in this organization is 93% General Funds and 7% Other Income derived from both the Bureau of Education's training fees and Fund 060 (Employee Benefit Fund) transfer for work that personnel perform related to the State of New Hampshire benefits program(s). A transfer is required into class 050 – Personal Service Temporary to cover higher than budgeted part time payroll costs due to the retirement of a full time employee and the continued vacancy of another full time position. Excess funds are available in 028 – Transfer to General Services from costs being lower than budgeted and class 012 – Personal Services Unclassified from the position that is still vacant.

**010-014-141010-10490000**

**Personnel Board of Appeals**

Funding in this organization is 100% general funds. Transfers are required into class 060 – Benefits to cover higher than originally budgeted expenditures. Excess funds are available in class 050 – Personal Services Temporary based on current year-to-date expenditures indicating the availability of excess funds.

**010-014-141510-13030000**  
**Graphic Services Administration**

Funding for this organization is 100% General Funds. Transfers are required into class 020 – Current Expense to cover anticipated pastage costs for the remainder of the year and class 039 – Telecommunications to cover increased data network charges from the Telecommunications Division. Excess funds are available in class 026 – Organizational Dues as the state no longer pays for certain professional dues.

**010-014-141510-14100000**  
**Hills Ave. Warehouse**

Funding for this organization is 16.11% General Funds and 83.89% Other income consisting of rent from other state agencies. A transfer into class 039 – Telecommunications is needed to cover increased data network charges from the Telecommunications Division. Excess funds are available in class 023 – Heat Electricity Water due to a milder than budgeted winter.

**010-014-141510-14400000**  
**Plant & Property Administration**

Funding for this organization is 100% General Funds. Transfers into class 039 – Telecommunications are required to cover increased data network charges from the Telecommunications Division and class 050 – Personal Services Temporary to cover estimated costs for the remainder of the year. Excess funds are available in class 010 – Personal Services Permanent due to savings from 2 vacant positions.

**010-014-141510-20300000**  
**Health & Human Services Building**

Funding for this organization is 100% Transfer Funds. It is funded by rent from both the Department of Health and Human Services and Department of Environmental Services. Funding is needed in class 020 – Current Expenses to cover expenses for building repairs that are higher than originally budgeted, class 047 – Own Forces Maintenance to cover repairs to the building/equipment that are higher than originally budgeted, and class 048 - Contractual Maintenance Buildings & Grounds for the replacement of 2 failed water tanks and associated plumbing to support DHHS laboratory operations. It is anticipated that the replacement of these two failed tanks will generate enough in savings in utility costs to offset the transfer of funds required for this project. Funds are also required in class 070 – In-state Travel for the remainder of the year, numeras weekend storms in February required higher than budgeted call backs for maintenance persannel. Excess funding is available in class 023 – Heat Electricity Water due to a milder than budgeted winter and the anticipated energy savings from the two tanks that need to be replaced.

**010-014-141510-20400000**  
**General Services**

Funding for this organization is 100% General Funds. Transfers are required into class 020 – Current Expense due to higher than budgeted Discovery Center repairs and other

unplanned expenditures, class 039 – Telecommunications are required to cover increased data network charges from the Telecommunications Division and class 070 – In-state Travel for the remainder of the year, numerous weekend storms in February required higher than budgeted call backs for maintenance personnel. Excess funding is available in class 023 – Heat Electricity Water due to a milder than budgeted winter and class 048 – Contractual Maintenance by deferring smaller projects to the next fiscal year.

**010-014-141510-20420000**  
**Facilities & Assets Management**

Funding for this organization is 100% Transfer Funds consisting of rental payments from other state agencies. A transfer is required into class 018 – Overtime to cover expenditures for the remainder of the year, a number of weekend storms in February required maintenance personnel to be called back resulting in higher than budgeted overtime costs. Additional funds are also required in class 047 – Own Forces Maintenance to cover higher than budgeted costs associated with facilities upkeep performed by bureau personnel. Excess funds are available in class 048 – Contractual Maintenance by deferring smaller projects to the next fiscal year.

**010-014-141510-20450000**  
**Bureau of Court Facilities**

Funding for this organization is 96% Transfer Funds consisting of rental payments from the Judicial Branch and 4% Other Funds from rental income from other non-state agencies occupying state owned buildings. Transfers are required into class 018 – Overtime to cover additional expenses incurred by full time staff to cover for vacant positions and numerous weekend storms in the month of February, class 020 – current expense for higher than budgeted vehicle related expenses, class 039 – Telecommunications to cover the addition of 4 phones in 4 new elevators and slightly higher than budgeted mobile phone expenses, class 048 – Contractual Maintenance to cover unplanned pump repairs in Rockingham, roof repairs in Coos and Hillsborough North heat and air projects, class 060 – Benefits to cover health plan charges for 2 positions at a higher than budgeted rate and lastly in class 103 – Contracts for Operating Services to cover the increase in parking lot maintenance agreement with the Town of Merrimack. Excess funds are available in class 023 Heat Electricity Water for lower than planned utility use, mostly due to a milder than average winter, class 050 – Personal Services Part Time from savings of employee turnover resulting in new employees having a lower hourly pay rate, and finally from class 070 – In-State Travel due to expenses being lower than budgeted after the addition of one fleet vehicle.

**010-014-141510-20510000**  
**Bridges House**

Funding for this organization is 100% General Funds. Transfers are required into class 020 – Current Expense, class 047 – Own Forces Maintenance, class 048 – Contractual Maintenance and class 070 – In-State Travel to cover higher than originally budgeted costs. Since the development of the FY 2012-13 budget the intended use of this house has changed, thus resulting in some unanticipated costs. Excess funds are in class 023 - Heat Electricity Water for lower than planned utility use, mostly due to a milder than average winter.



**010-014-141510-20800000**

**Safety Building**

Funding for this organization is 100% Transfer Funds consisting of rental income from the Department of Safety. Transfers are required into class 018 – Overtime for additional expenses incurred by full time staff to cover numerous weekend storms in the month of February and higher than originally budgeted need for additional work hours for call backs and work on projects, class 020 – Current Expense for the purchase of some critical spare parts to keep on hand, class 039 – Telecommunications are required to cover increased data network charges from the Telecommunications Division, class 047 – Own Forces Maintenance to cover the repair of building from water incursion, and class 070 – In-State Travel to cover mileage reimbursement for weekend snowstorm callbacks. Excess funds are available in class 023 - Heat Electricity Water for lower than planned utility use, mostly due to a milder than average winter and class 050 – Personal Services Temporary due to costs being slightly lower than originally budgeted.

**010-014-141510-20810000**

**Emergency Operations Center**

Funding for this organization is 100% Transfer Funds consisting of rental income from other state agencies. Transfers are required into classes 018 – Overtime for additional expenses incurred by full time staff to cover numerous weekend storms in the month of February, class 039 – Telecommunications are required to cover increased data network charges from the Telecommunications Division, class 047 – Own Forces Maintenance for unforeseen building maintenance projects and class 048 – Contractual Maintenance for unforeseen repairs to the building's generator and class 070 – In-State Travel to cover costs for weekend call backs related to winter storms. Excess funds are available in class 023 - Heat Electricity Water for lower than planned utility use, mostly due to a milder than average winter and class 050 – Personal Services Temporary due to costs being slightly lower than originally budgeted.

**010-014-141510-20820000**

**DMV Testing Facility**

Funding for this organization is 100% Transfer Funds consisting of rental income from the Department of Safety. Transfers are required into classes 018 – Overtime for additional expenses incurred by full time staff to cover for numerous weekend storms in the month of February, class 047 – Own Forces Maintenance for unforeseen building maintenance projects and class 048 – Contractual Maintenance for unforeseen repairs to the driveway and class 060 – Benefits to cover for a health plan at a higher rate than originally budgeted from an employee. Excess funds are available in class 023 - Heat Electricity Water for lower than planned utility use, mostly due to a milder than average winter.

**010-014-141510-20830000**

**M-S Building**

Funding for this organization is 100% General Funds. A transfer is required into class 023 - Heat Electricity Water to cover additional costs related to an air quality issue that resulted in

additional ventilation for the building. Excess funds are available in class 039 – Telecommunications due to costs being lower than originally budgeted.

**010-014-141510-20850000**

**Old Lober Building**

Funding for this organization is 100% Transfer Funds consisting of rental income from other state agencies. Transfers are required into class 020 – Current Expense and class 047 – Own Forces Maintenance for higher than budgeted building maintenance projects. Excess funds are available in class 023 - Heat Electricity Water for lower than planned utility use, mostly due to a milder than average winter.

**010-014-141510-20880000**

**DOT Mechanical Services**

Funding for this organization is 100% Transfer Funds consisting of rental income from the Department of Transportation. Transfers are required into class 018 – Overtime for additional expenses incurred by full time staff to cover for numerous weekend storms in the month of February and class 030 – Equipment to repair/replace mechanical equipment in need of replacement above and beyond what was originally budgeted. Excess funds are available in class 020 – Current Expense through control of expenditures through the remainder of the fiscal year and class 023 - Heat Electricity Water for lower than planned utility use, mostly due to a milder than average winter.

**010-014-141510-20890000**

**DOT Materials Building**

Funding for this organization is 100% Transfer Funds consisting of rental income from the Department of Transportation. Transfers are required into class 039 – Telecommunications to cover increased data network charges from the Telecommunications Division and class 048 – Contractual Maintenance to address cooling tower issues. Excess funds are available in class 020 – Current Expense through control of expenditures through the remainder of the fiscal year and class 050 – Personal Services Temporary from costs being lower than originally budgeted.

**010-014-141510-20900000**

**Morton Building**

Funding for this organization is 100% Transfer Funds consisting of rental income from the Department of Transportation. Transfers are required into class 030 – Equipment for unforeseen issues with buildings mechanical equipment and class 048 – Contractual Maintenance for work required on the engineer lab mechanical systems. Excess funds are available in class 023 - Heat Electricity Water for lower than planned utility use, mostly due to a milder than average winter.

**010-014-141510-20910000**

**Public Works Bureau**

Funding for this organization is 73% General Funds and 27% Other Funds consisting of fees charged by the bureau for work on projects. Transfers are required into class 020 – Current Expenses to cover higher than anticipated costs associated with the large number of projects the bureau is ever seeing, class 039 – Telecommunications to cover increased data network charges from the Telecommunications Division, and classes 050 – Personal Services Temporary and 059 – Temporary Full Time to cover higher costs due to several full time permanent positions being vacant. Excess funds are available in class 010 – Personal Services due to the vacant positions.

**010-014-141510-20930000**

**61 South Spring Street**

Funding for this organization is 100% Transfer Funds consisting of rental income from several other state agencies. Transfers are required into class 018 – Overtime for additional expenses incurred by full time staff to cover for numerous weekend storms in the month of February and class 039 – Telecommunications to cover increased data network charges from the Telecommunications Division. Excess funds are available in class 048 – Contractual Maintenance from lower than anticipated repairs to building's mechanical systems.

**010-014-141510-20940000**

**Walker Building**

Funding for this organization is 100% Transfer Funds consisting of rental income from other state agencies. Transfers are required into class 018 – Overtime for additional expenses incurred by full time staff to cover for numerous weekend storms in the month of February and class 039 – Telecommunications to cover increased data network charges from the Telecommunications Division. Excess funds are available in class 023 - Heat Electricity Water for lower than planned utility use, mostly due to a milder than average winter.

**010-014-141510-20950000**

**Londergan Hall**

Funding for this organization is 100% Transfer Funds consisting of rental income from other state agencies. Transfers are required into class 020 – Current Expense to cover for higher than budgeted building maintenance and class 039 – Telecommunications to cover increased data network charges from the Telecommunications Division and class 047 – Own Forces Maintenance for repairs to building not originally budgeted. Excess funds are available in class 023 - Heat Electricity Water for lower than planned utility use, mostly due to a milder than average winter.

**010-014-141510-20960000**

**Johnson Hall**

Funding for this organization is 100% Transfer Funds consisting of rental income from other state agencies. Transfers are required into class 018 – Overtime for additional expenses incurred by full time staff to cover for numerous weekend storms in the month of February.

Excess funds are available in class 020 – Current Expense by controlling expenditures for the remainder of the year.

**010-014-141510-20970000**

**Spaulding Hall**

Funding for this organization is 100% Transfer Funds consisting of rental income from other state agencies. Transfers are required into class 018 – Overtime for additional expenses incurred by full time staff to cover for numerous weekend storms in the month of February, class 020 – Current Expense for items used in unforeseen building repair and class 039 – Telecommunications to cover increased data network charges from the Telecommunications Division. Excess funds are available in class 048- Contractual Maintenance due to expenses being lower than originally budgeted.

**010-014-141510-20980000**

**Dept. of Justice Building**

Funding for this organization is 93.35% General Funds and 6.65% Transfer Funds consisting of rent from other state agencies. A transfer is required into class 048 – Contractual Maintenance for improvements to building security in order to ensure employee safety. Excess funds are available in class 023 - Heat Electricity Water for lower than planned utility use, mostly due to a milder than average winter.

**010-014-141510-21670000**

**Old Mill #1**

Funding for this organization is 100% Transfer Funds consisting of rental income from other state agencies. Transfers are required into class 020 – Current Expense for expenditures above budget for building maintenance. Excess funds are available in class 039 – Telecommunications due to lower than budgeted phone charges.

**010-014-141510-34030000**

**Print Shop Operations**

Funding for this organization is 100% other funds consisting of the sale of printing services. A transfer is required into class 030 – Equipment to cover costs for a numbering machine that has exceeded its serviceable life. The estimated cost to replace the machine is \$15,000 with an average revenue generation of \$20,000-23,000 per year. Funds are required in class 039 - Telecommunications to cover increased data network charges from the Telecommunications Division and class 103 – Contracts for Operational Services for higher than budgeted advertising costs and cleaning service for shop rags. Excess funds are available in class 020 – Current Expense by the bureau keeping a lower stack of supplies on hand, class 049 – Transfer to Other State Agency as this line was originally budgeted for a project that never materialized, and in class 028 – Transfers to General Services as year to date rent expenditures are trending lower than anticipated.

**010-014-141510-53200000**

**Lakes Region Campus**

Funding for this organization is 100% General Funds. Transfers are required into class 050 – Personal Services Temporary to hire 3 part time staff to manitar the property avernight. The Lakes Region Campus has experience increased cases of vandalism and even theft. This staff will be used to monitor the campus and was deemed more cost effective than hiring a private contractor. Excess funds are available in classes 020 – Current Expense and 047 – Own Forces Maintenance due to the lack of projects being completed on the mostly vacant facilities.

**010-014-141510-59650000**

**Huntress House**

Funding for this organization is 100% General Funds. Excess funds are available in classes 023 – Heat Electricity Water due to costs being lower than originally budgeted, class 047 – Own Forces Maintenance and 048 – Contractual Maintenance due to minimal repairs being done to the building. These funds will be used to cover asbestos abatement at the Anna Philbrook Center.

**010-014-141510-59660000**

**Anna Philbrook Center**

Funding for this organization is 100% General Funds. Funds are required in class 048 – Contractual Maintenance to cover the removal of asbestos from the building. The building is currently under a capital project renovation and asbestos removal casts came in higher than was appropriated in the project. These funds will be used to cover the difference and are being transferred from the Huntress House, Tabey Building and Laconia Cottages.

**010-014-141510-59670000**

**Tobey Building**

Funding for this organization is 100% General Funds. Excess funds are available in classes 020 –Current Expense and 048 – Contractual Maintenance and 103 – Contracts for Operational Services due to the building having minimal repairs and projects completed on it. These funds will be used to help offset the asbestos casts at the Anna Philbrook Center.

**010-014-141510-59680000**

**Laconia Cottages**

Funding for this organization is 100% General Funds. Excess funds are available in class 010 – Personal Services due to the duties being completed by a part time employee. Excess funds are also available in class 020 – Current Expense due to minimal costs incurred related to facility upkeep.

**010-014-141510-80000000**

**Surplus Food**

Funding for this organization is 100% Other Funds consisting of the sale of cammodities ta schools and other institutions. Transfers are required into class 020 – Current Expense to cover additional fuel costs for delivery trucks, class 022 – Rents & Leases to cover a slight increase in rental costs and class 050 – Persanal Service Temporary to cover the charges for 2 full time

positions converted to part time. Excess funds are available in class 010 – Personal Services Permanent due to two full time positions being converted to Part Time.

**010-014-141510-80500000**  
**Centralized Mail Distribution**

Funding for this organization is 83.65% General Funds and 16.35% other income from presort savings on postage. The exception being class 020 which is 98% Other income from postage charges to state agencies. Transfers are required into class 039 – Telecommunications to cover increased data network charges from the Telecommunications Division and class 050 – Personal Services Temporary to cover for unanticipated need of a part time employee while one of the full time staff was on medical leave. Excess funds are available in class 010 – Personal Services Permanent due to a position being moved to part time, class 024 – Maintenance Other Than Buildings and Grounds from lower than anticipated machine repairs, and class 030 – Equipment from costs being lower than originally budgeted.

**010-014-141510-81850000**  
**State Administrative Expense**

Funding for this organization is 100% Federal Funds used to support the Surplus Food program. A Transfer is required into class 020 – Current Expense to cover fuel costs for delivery trucks. Excess funds are available in class 050 – Personal Services Temporary due to costs being lower than originally budgeted.

As of March 4, 2013

Co	Bur/Div	Acct Unit	Sub-Org Description	Class	Class Description	Current Adjusted Authorized	Amount to trasfer	State %	State \$	Fed%	Fed \$	Trans %	Trans \$	Other %	Other \$
10	1400	10420000	COMMISSIONER-ADMINISTRATION	010	PERSONAL SERVICES PERM CLAS	44,537.00		100%	-						
10	1400	10420000	COMMISSIONER-ADMINISTRATION	011	PERSONAL SERVICES UNCLASSIF	191,409.00	(10,175.00)	100%	(10,175)						
10	1400	10420000	COMMISSIONER-ADMINISTRATION	018	OVERTIME	900.00		100%	-						
10	1400	10420000	COMMISSIONER-ADMINISTRATION	020	CURRENT EXPENSES	3,075.00	700.00	100%	700						
10	1400	10420000	COMMISSIONER-ADMINISTRATION	039	TELECOMMUNICATIONS	2,010.00		100%	-						
10	1400	10420000	COMMISSIONER-ADMINISTRATION	060	BENEFITS	94,998.00		100%	-						
10	1400	10420000	COMMISSIONER-ADMINISTRATION	066	EMPLOYEE TRAINING	250.00		100%	-						
10	1400	10420000	COMMISSIONER-ADMINISTRATION	070	IN STATE TRAVEL REIMBURSEME	1,525.00		100%	-						
10	1400	10420000	COMMISSIONER-ADMINISTRATION	080	OUT OF STATE TRAVEL REIMB	1,000.00		100%	-						
		<b>10420000 Total</b>				<b>339,704.00</b>	<b>(9,475.00)</b>		<b>(9,475)</b>						
10	1400	13500000	BUDGET OFFICE	010	PERSONAL SERVICES PERM CLAS	714,910.00		100%	-						
10	1400	13500000	BUDGET OFFICE	011	PERSONAL SERVICES UNCLASSIF	104,664.00		100%	-						
10	1400	13500000	BUDGET OFFICE	018	OVERTIME	20,000.00		100%	-						
10	1400	13500000	BUDGET OFFICE	020	CURRENT EXPENSES	27,850.00	2,500.00	100%	2,500						
10	1400	13500000	BUDGET OFFICE	030	EQUIPMENT NEW REPLACEMENT	733.00		100%	-						
10	1400	13500000	BUDGET OFFICE	039	TELECOMMUNICATIONS	5,900.00		100%	-						
10	1400	13500000	BUDGET OFFICE	060	BENEFITS	357,569.00		100%	-						
10	1400	13500000	BUDGET OFFICE	066	EMPLOYEE TRAINING	250.00		100%	-						
10	1400	13500000	BUDGET OFFICE	070	IN STATE TRAVEL REIMBURSEME	1,200.00	(250.00)	100%	(250)						
10	1400	13500000	BUDGET OFFICE	080	OUT OF STATE TRAVEL REIMB	1,250.00	(800.00)	100%	(800)						
		<b>13500000 Total</b>				<b>1,234,326.00</b>	<b>1,450.00</b>		<b>1,450</b>						
10	1400	13600000	BUSINESS OFFICE	010	PERSONAL SERVICES PERM CLAS	216,036.00		100%	-						
10	1400	13600000	BUSINESS OFFICE	018	OVERTIME	2,000.00		100%	-						
10	1400	13600000	BUSINESS OFFICE	020	CURRENT EXPENSES	1,935.00	100.00	100%	100						
10	1400	13600000	BUSINESS OFFICE	022	RENTS-LEASES OTHER THAN STA	2,000.00		100%	-						
10	1400	13600000	BUSINESS OFFICE	024	MAINT OTHER THAN BUILD-GRN	100.00		100%	-						
10	1400	13600000	BUSINESS OFFICE	039	TELECOMMUNICATIONS	2,600.00	75.00	100%	75						
10	1400	13600000	BUSINESS OFFICE	050	PERSONAL SERVICE TEMP APPOI	25,469.00	(575.00)	100%	(575)						
10	1400	13600000	BUSINESS OFFICE	060	BENEFITS	105,261.00		100%	-						
10	1400	13600000	BUSINESS OFFICE	066	EMPLOYEE TRAINING	1.00		100%	-						
10	1400	13600000	BUSINESS OFFICE	070	IN STATE TRAVEL REIMBURSEME	1.00		100%	-						
10	1400	13600000	BUSINESS OFFICE	080	OUT OF STATE TRAVEL REIMB	1.00		100%	-						
		<b>13600000 Total</b>				<b>355,404.00</b>	<b>(400.00)</b>		<b>(400)</b>						
10	1400	13750000	RISK MANAGEMENT UNIT	001	TRANSFERS FROM OTHER AGENCY										
10	1400	13750000	RISK MANAGEMENT UNIT	009	AGENCY INCOME		RSRC 407017								
10	1400	13750000	RISK MANAGEMENT UNIT	010	PERSONAL SERVICES PERM CLAS	727,910.00		35.13%	-					64.87%	-
10	1400	13750000	RISK MANAGEMENT UNIT	020	CURRENT EXPENSES	4,510.00	1,148.00	35.13%	403					64.87%	745
10	1400	13750000	RISK MANAGEMENT UNIT	026	ORGANIZATIONAL DUES	250.00		35.13%	-					64.87%	-
10	1400	13750000	RISK MANAGEMENT UNIT	039	TELECOMMUNICATIONS	4,300.00		35.13%	-					64.87%	-
10	1400	13750000	RISK MANAGEMENT UNIT	060	BENEFITS	329,069.00		35.13%	-					64.87%	-
10	1400	13750000	RISK MANAGEMENT UNIT	066	EMPLOYEE TRAINING	250.00		35.13%	-					64.87%	-
10	1400	13750000	RISK MANAGEMENT UNIT	070	IN STATE TRAVEL REIMBURSEME	1,420.00		35.13%	-					64.87%	-
10	1400	13750000	RISK MANAGEMENT UNIT	080	OUT OF STATE TRAVEL REIMB	1.00		35.13%	-					64.87%	-
10	1400	13750000	RISK MANAGEMENT UNIT	103	CONTRACTS FOR OP SERVICES	1,000.00		35.13%	-					64.87%	-
10	1400	13750000	RISK MANAGEMENT UNIT	210	BONDING INSURANCE	7,500.00	(1,148.00)	35.13%	(403)					64.87%	(745)
10	1400	13750000	RISK MANAGEMENT UNIT	211	CATASTROPHIC CASUALTY INS	354,000.00		35.13%	-					64.87%	-
		<b>13750000 Total</b>				<b>1,430,210.00</b>									
10	1400	86230000	OFFICE OF COST CONTAINMENT	010	PERSONAL SERVICES PERM CLAS	319,154.00	(2,250.00)	100%	(2,250)						
10	1400	86230000	OFFICE OF COST CONTAINMENT	020	CURRENT EXPENSES	55,783.00	(1,300.00)	100%	(1,300)						
10	1400	86230000	OFFICE OF COST CONTAINMENT	022	RENTS-LEASES OTHER THAN STA	1.00		100%	-						
10	1400	86230000	OFFICE OF COST CONTAINMENT	024	MAINT OTHER THAN BUILD-GRN	1,224.00		100%	-						
10	1400	86230000	OFFICE OF COST CONTAINMENT	039	TELECOMMUNICATIONS	2,275.00	800.00	100%	800						
10	1400	86230000	OFFICE OF COST CONTAINMENT	050	PERSONAL SERVICE TEMP APPOI	37,000.00		100%	-						
10	1400	86230000	OFFICE OF COST CONTAINMENT	060	BENEFITS	184,690.00		100%	-						
10	1400	86230000	OFFICE OF COST CONTAINMENT	070	IN STATE TRAVEL REIMBURSEME	3,800.00	1,300.00	100%	1,300						
		<b>86230000 Total</b>				<b>603,927.00</b>	<b>(1,450.00)</b>		<b>(1,450)</b>						
						<b>TOTAL 1400</b>	<b>(9,875.00)</b>		<b>(9,875.00)</b>						
10	1405	13100000	BUREAU OF ACCOUNTING	010	PERSONAL SERVICES PERM CLAS	587,152.00		100.00%	-						
10	1405	13100000	BUREAU OF ACCOUNTING	020	CURRENT EXPENSES	6,400.00		100.00%	-						
10	1405	13100000	BUREAU OF ACCOUNTING	039	TELECOMMUNICATIONS	5,500.00		100.00%	-						
10	1405	13100000	BUREAU OF ACCOUNTING	050	PERSONAL SERVICE TEMP APPOI	1.00	10,000.00	100.00%	10,000						
10	1405	13100000	BUREAU OF ACCOUNTING	060	BENEFITS	261,060.00		100.00%	-						
10	1405	13100000	BUREAU OF ACCOUNTING	066	EMPLOYEE TRAINING	250.00	(125.00)	100.00%	(125)						
10	1405	13100000	BUREAU OF ACCOUNTING	070	IN STATE TRAVEL REIMBURSEME	50.00		100.00%	-						
		<b>13100000 Total</b>				<b>860,413.00</b>	<b>9,875.00</b>		<b>9,875</b>						

Co	Bur/Div	Acct Unit	Sub-Orq Description	Class	Class Description	Current Adjusted Authorized	Amount to trasfer	State %	State \$	Fed%	Fed \$	Trans %	Trans \$	Other %	Other \$
10	1405	13300	FINANCIAL REPORTING	010	PERSONAL SERVICES PERM CLAS	312,008.00		100.00%	-						
10	1405	13300	FINANCIAL REPORTING	011	PERSONAL SERVICES UNCLASSIF	105,000.00		100.00%	-						
10	1405	13300000	FINANCIAL REPORTING	020	CURRENT EXPENSES	13,419.43	(75.00)	100.00%	(75)						
10	1405	13300000	FINANCIAL REPORTING	022	RENTS-LEASES OTHER THAN STA	535.00		100.00%	-						
10	1405	13300000	FINANCIAL REPORTING	026	ORGANIZATIONAL DUES	5,500.00	(75.00)	100.00%	(75)						
10	1405	13300000	FINANCIAL REPORTING	039	TELECOMMUNICATIONS	1,700.00	150.00	100.00%	150						
10	1405	13300000	FINANCIAL REPORTING	060	BENEFITS	185,536.00		100.00%	-						
10	1405	13300000	FINANCIAL REPORTING	070	IN STATE TRAVEL REIMBURSEME	75.00		100.00%	-						
		<b>13300000 Total</b>				623,773.43									
						<b>TOTAL 1405</b>	<b>9,875.00</b>		<b>9,875.00</b>						
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	009	AGENCY INCOME	RSRC 407017									
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	010	PERSONAL SERVICES PERM CLAS	814,644.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	011	PERSONAL SERVICES UNCLASSIF	94,112.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	012	PERSONAL SERVICES UNCLASSIF	74,359.00	(13,000.00)	93.11%	(12,104)					6.89%	(896)
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	018	OVERTIME	1,400.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	020	CURRENT EXPENSES	11,000.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	022	RENTS-LEASES OTHER THAN STA	6,749.55		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	024	MAINT OTHER THAN BUILD-GRN	330.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	026	ORGANIZATIONAL DUES	4,500.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	028	TRANSFERS TO GENERAL SERVIC	2,005.00	(2,000.00)	93.11%	(1,862)					6.89%	(138)
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	030	EQUIPMENT NEW REPLACEMENT	440.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	039	TELECOMMUNICATIONS	10,000.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	050	PERSONAL SERVICE TEMP APPOI	62,500.00	15,000.00	93.11%	13,967					6.89%	1,034
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	060	BENEFITS	424,251.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	066	EMPLOYEE TRAINING	100.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	070	IN STATE TRAVEL REIMBURSEME	410.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	080	OUT OF STATE TRAVEL REIMB	95.00		93.11%	-					6.89%	-
10	1410	10440000	PERSONNEL ADMIN - SUPPORT	103	CONTRACTS FOR OP SERVICES	100.00		93.11%	-					6.89%	-
		<b>10440000 Total</b>							(0)						
10	1410	10490000	PERSONNEL BOARD OF APPEALS	050	PERSONAL SERVICE TEMP APPOI	18,775.00	(500.00)	100.00%	(500)						
10	1410	10490000	PERSONNEL BOARD OF APPEALS	060	BENEFITS	1,736.00	500.00	100.00%	500						
10	1410	10490000	PERSONNEL BOARD OF APPEALS	070	IN STATE TRAVEL REIMBURSEME	300.00		100.00%	-						
		<b>10490000 Total</b>													
						<b>TOTAL 1410</b>			(0.00)						
10	1415	13030000	GRAPHIC SERVICES ADMINISTRATI	010	PERSONAL SERVICES PERM CLAS	160,222.00		100.00%	-						
10	1415	13030000	GRAPHIC SERVICES ADMINISTRATI	020	CURRENT EXPENSES	2,750.00	300	100.00%	300						
10	1415	13030000	GRAPHIC SERVICES ADMINISTRATI	026	ORGANIZATIONAL DUES	430.00	(430)	100.00%	(430)						
10	1415	13030000	GRAPHIC SERVICES ADMINISTRATI	039	TELECOMMUNICATIONS	1,000.00	130	100.00%	130						
10	1415	13030000	GRAPHIC SERVICES ADMINISTRATI	060	BENEFITS	93,982.00		100.00%	-						
10	1415	13030000	GRAPHIC SERVICES ADMINISTRATI	070	IN STATE TRAVEL REIMBURSEME	1.00		100.00%	-						
		<b>13030000 Total</b>				258,385.00									
10	1415	14100000	HILLS AVE. WAREHOUSE	001	TRANSFERS FROM OTHER AGENCY	RSRC 406915									
10	1415	14100000	HILLS AVE. WAREHOUSE	020	CURRENT EXPENSES	3,150.00		16.11%	-				83.89%	-	
10	1415	14100000	HILLS AVE. WAREHOUSE	023	HEAT ELECTRICITY WATER	122,578.00	(500)	16.11%	(81)				83.89%	(419)	
10	1415	14100000	HILLS AVE. WAREHOUSE	030	EQUIPMENT NEW REPLACEMENT	400.00		16.11%	-				83.89%	-	
10	1415	14100000	HILLS AVE. WAREHOUSE	039	TELECOMMUNICATIONS	1,100.00	500	16.11%	81				83.89%	419	
10	1415	14100000	HILLS AVE. WAREHOUSE	048	CONTRACTUAL MAINT BUILD-GRN	14,889.84		16.11%	-				83.89%	-	
10	1415	14100000	HILLS AVE. WAREHOUSE	103	CONTRACTS FOR OP SERVICES	16,082.00		16.11%	-				83.89%	-	
		<b>14100000 Total</b>				158,199.84									
10	1415	14400000	PLANT - PROPERTY ADMINISTRATN	010	PERSONAL SERVICES PERM CLAS	100,151.00	(2,200)	100.00%	(2,200)						
10	1415	14400000	PLANT - PROPERTY ADMINISTRATN	011	PERSONAL SERVICES UNCLASSIF	100,491.00		100.00%	-						
10	1415	14400000	PLANT - PROPERTY ADMINISTRATN	020	CURRENT EXPENSES	1,450.00		100.00%	-						
10	1415	14400000	PLANT - PROPERTY ADMINISTRATN	022	RENTS-LEASES OTHER THAN STA	60.00		100.00%	-						
10	1415	14400000	PLANT - PROPERTY ADMINISTRATN	038	TECHNOLOGY-SOFTWARE	1.00		100.00%	-						
10	1415	14400000	PLANT - PROPERTY ADMINISTRATN	039	TELECOMMUNICATIONS	1,050.00	600	100.00%	600						
10	1415	14400000	PLANT - PROPERTY ADMINISTRATN	050	PERSONAL SERVICE TEMP APPOI	33,629.00	1,600	100.00%	1,600						
10	1415	14400000	PLANT - PROPERTY ADMINISTRATN	060	BENEFITS	79,431.00		100.00%	-						
10	1415	14400000	PLANT - PROPERTY ADMINISTRATN	070	IN STATE TRAVEL REIMBURSEME	800.00		100.00%	-						
10	1415	14400000	PLANT - PROPERTY ADMINISTRATN	080	OUT OF STATE TRAVEL REIMB	1.00		100.00%	-						
		<b>14400000 Total</b>				317,064.00									
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	001	TRANSFERS FROM OTHER AGENCY	RSRC 406909									
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	010	PERSONAL SERVICES PERM CLAS	321,233.00							100.00%	-	
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	018	OVERTIME	27,308.00							100.00%	-	
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	020	CURRENT EXPENSES	67,307.50	10,000						100.00%	10,000	
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	022	RENTS-LEASES OTHER THAN STA	1,000.00							100.00%	-	
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	023	HEAT ELECTRICITY WATER	2,101,097.00	(243,500)						100.00%	(243,500)	
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	030	EQUIPMENT NEW REPLACEMENT	25,000.00							100.00%	-	



Co	Bur/Div	Acct Unit	Sub-Org Description	Class	Class Description	Current Adjusted Authorized	Amount to trasfer	State %	State \$	Fed%	Fed \$	Trans %	Trans \$	Other %	Other \$
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	039	TELECOMMUNICATIONS	8,100.00						100.00%	-		
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	047	OWN FORCES MAINT BUILD-GRN	18,678.88	3,000					100.00%	3,000		
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	048	CONTRACTUAL MAINT BUILD-GRN	222,940.85	230,000					100.00%	230,000		
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	060	BENEFITS	215,002.00						100.00%	-		
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	070	IN STATE TRAVEL REIMBURSEME	251.00	500					100.00%	500		
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	103	CONTRACTS FOR OP SERVICES	246,392.21						100.00%	-		
10	1415	20300000	HEALTH - HUMAN SVCS BLDG	200	BUILDING USE ALLOWANCE	978,886.00									
		20300000	<b>Total</b>			4,233,196.44									
10	1415	20400000	GENERAL SERVICES	001											
10	1415	20400000	GENERAL SERVICES	010	PERSONAL SERVICES PERM CLAS	643,765.00		100.00%	-						
10	1415	20400000	GENERAL SERVICES	018	OVERTIME	33,445.00		100.00%	-						
10	1415	20400000	GENERAL SERVICES	020	CURRENT EXPENSES	113,696.41	35,000	100.00%	35,000						
10	1415	20400000	GENERAL SERVICES	022	RENTS-LEASES OTHER THAN STA	1,964.00		100.00%	-						
10	1415	20400000	GENERAL SERVICES	023	HEAT ELECTRICITY WATER	733,911.00	(35,000)	100.00%	(35,000)						
10	1415	20400000	GENERAL SERVICES	024	MAINT OTHER THAN BUILD-GRN	1,300.00		100.00%	-						
10	1415	20400000	GENERAL SERVICES	030	EQUIPMENT NEW REPLACEMENT	10,489.00		100.00%	-						
10	1415	20400000	GENERAL SERVICES	037	TECHNOLOGY-HARDWARE	302.00		100.00%	-						
10	1415	20400000	GENERAL SERVICES	039	TELECOMMUNICATIONS	5,000.00	4,500	100.00%	4,500						
10	1415	20400000	GENERAL SERVICES	047	OWN FORCES MAINT BUILD-GRN	11,188.14		100.00%	-						
10	1415	20400000	GENERAL SERVICES	048	CONTRACTUAL MAINT BUILD-GRN	635,502.15	(8,500)	100.00%	(8,500)						
10	1415	20400000	GENERAL SERVICES	050	PERSONAL SERVICE TEMP APPOI	150,261.00		100.00%	-						
10	1415	20400000	GENERAL SERVICES	060	BENEFITS	371,222.00		100.00%	-						
10	1415	20400000	GENERAL SERVICES	070	IN STATE TRAVEL REIMBURSEME	3,950.00	4,000	100.00%	4,000						
10	1415	20400000	GENERAL SERVICES	080	OUT OF STATE TRAVEL REIMB	1.00		100.00%	-						
10	1415	20400000	GENERAL SERVICES	103	CONTRACTS FOR OP SERVICES	73,363.84		100.00%	-						
		20400000	<b>Total</b>			2,789,360.54									
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	001	TRANSFERS FROM OTHER AGENCY	RSRC 405717									
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	007	AGENCY INCOME										
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	008	AGENCY INCOME										
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	010	PERSONAL SERVICES PERM CLAS	628,938.00						100.00%	-		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	012	PERSONAL SERVICES UNCLASSIF	152,527.00						100.00%	-		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	018	OVERTIME	23,500.00	8,200					100.00%	8,200		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	020	CURRENT EXPENSES	255,711.95						100.00%	-		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	022	RENTS-LEASES OTHER THAN STA	500.00						100.00%	-		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	023	HEAT ELECTRICITY WATER	1,807,662.00						100.00%	-		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	030	EQUIPMENT NEW REPLACEMENT	57,663.00						100.00%	-		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	039	TELECOMMUNICATIONS	19,500.00						100.00%	-		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	042	ADDITIONAL FRINGE BENEFITS	90,360.00						100.00%	-		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	047	OWN FORCES MAINT BUILD-GRN	71,701.77	5,000					100.00%	5,000		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	048	CONTRACTUAL MAINT BUILD-GRN	892,248.58	(13,200)					100.00%	(13,200)		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	050	PERSONAL SERVICE TEMP APPOI	251,004.00						100.00%	-		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	060	BENEFITS	528,525.00						100.00%	-		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	070	IN STATE TRAVEL REIMBURSEME	5,500.00						100.00%	-		
10	1415	20420000	FACILITIES - ASSETS MANAGEMEN	103	CONTRACTS FOR OP SERVICES	51,876.31						100.00%	-		
		20420000	<b>Total</b>			4,837,217.61									
10	1415	20450000	BUREAU OF COURT FACILITIES	001	TRANSFERS FROM OTHER AGENCY	RSRC 405908									
10	1415	20450000	BUREAU OF COURT FACILITIES	009	AGENCY INCOME	RSRC 406918									
10	1415	20450000	BUREAU OF COURT FACILITIES	010	PERSONAL SERVICES PERM CLAS	957,979.00						95.83%	-	4.17%	-
10	1415	20450000	BUREAU OF COURT FACILITIES	018	OVERTIME	40,500.00	5,000					95.83%	4,792	4.17%	208
10	1415	20450000	BUREAU OF COURT FACILITIES	020	CURRENT EXPENSES	165,508.27	12,000					95.83%	11,500	4.17%	500
10	1415	20450000	BUREAU OF COURT FACILITIES	022	RENTS-LEASES OTHER THAN STA	3,964,454.46						95.83%	-	4.17%	-
10	1415	20450000	BUREAU OF COURT FACILITIES	023	HEAT ELECTRICITY WATER	1,924,102.28	(62,000)					95.83%	(59,417)	4.17%	(2,583)
10	1415	20450000	BUREAU OF COURT FACILITIES	024	MAINT OTHER THAN BUILD-GRN	5,100.00						95.83%	-	4.17%	-
10	1415	20450000	BUREAU OF COURT FACILITIES	030	EQUIPMENT NEW REPLACEMENT	19,952.26						95.83%	-	4.17%	-
10	1415	20450000	BUREAU OF COURT FACILITIES	039	TELECOMMUNICATIONS	44,000.00	1,000					95.83%	958	4.17%	42
10	1415	20450000	BUREAU OF COURT FACILITIES	047	OWN FORCES MAINT BUILD-GRN	6,551.64						95.83%	-	4.17%	-
10	1415	20450000	BUREAU OF COURT FACILITIES	048	CONTRACTUAL MAINT BUILD-GRN	655,415.89	15,000					95.83%	14,375	4.17%	625
10	1415	20450000	BUREAU OF COURT FACILITIES	050	PERSONAL SERVICE TEMP APPOI	517,087.00	(10,000)					95.83%	(9,583)	4.17%	(417)
10	1415	20450000	BUREAU OF COURT FACILITIES	060	BENEFITS	611,564.00	25,000					95.83%	23,959	4.17%	1,041
10	1415	20450000	BUREAU OF COURT FACILITIES	070	IN STATE TRAVEL REIMBURSEME	17,500.00	(3,000)					95.83%	(2,875)	4.17%	(125)
10	1415	20450000	BUREAU OF COURT FACILITIES	103	CONTRACTS FOR OP SERVICES	175,000.00	17,000					95.83%	16,292	4.17%	708
10	1415	20450000	BUREAU OF COURT FACILITIES	202	RELOCATION	3,500.00						95.83%	-	4.17%	-
		20450000	<b>Total</b>			9,108,214.80							0		0
10	1415	20510000	BRIDGES HOUSE	018	OVERTIME	685.00		100.00%	-						
10	1415	20510000	BRIDGES HOUSE	020	CURRENT EXPENSES	3,822.00	2,000	100.00%	2,000						
10	1415	20510000	BRIDGES HOUSE	022	RENTS-LEASES OTHER THAN STA	75.00		100.00%	-						
10	1415	20510000	BRIDGES HOUSE	023	HEAT ELECTRICITY WATER	7,813.00	(3,275)	100.00%	(3,275)						

Co	Bur/Div	Acct Unit	Sub-Orq Description	Class	Class Description	Current Adjusted Authorized	Amount to trasfer	State %	State \$	Fed%	Fed \$	Trans %	Trans \$	Other %	Other \$
10	1415	2051	BRIDGES HOUSE	039	TELECOMMUNICATIONS	50.00		100.00%	-						
10	1415	2051L	BRIDGES HOUSE	047	OWN FORCES MAINT BUILD-GRN	117.76	100	100.00%	100						
10	1415	20510000	BRIDGES HOUSE	048	CONTRACTUAL MAINT BUILD-GRN	9,766.02	1,100	100.00%	1,100						
10	1415	20510000	BRIDGES HOUSE	060	BENEFITS	157.00		100.00%	-						
10	1415	20510000	BRIDGES HOUSE	070	IN STATE TRAVEL REIMBURSEME	100.00	75	100.00%	75						
10	1415	20510000	BRIDGES HOUSE	103	CONTRACTS FOR OP SERVICES	1,100.00		100.00%	-						
		20510000	Total			23,885.78									
10	1415	20800000	SAFETY BUILDING	001	TRANSFERS FROM OTHER AGENCY	RSRC 403351									
10	1415	20800000	SAFETY BUILDING	010	PERSONAL SERVICES PERM CLAS	239,379.00						100.00%	-		
10	1415	20800000	SAFETY BUILDING	018	OVERTIME	8,478.00	9,500	100.00%					9,500		
10	1415	20800000	SAFETY BUILDING	020	CURRENT EXPENSES	38,763.00	8,500	100.00%					8,500		
10	1415	20800000	SAFETY BUILDING	022	RENTS-LEASES OTHER THAN STA	150.00		100.00%	-				-		
10	1415	20800000	SAFETY BUILDING	023	HEAT ELECTRICITY WATER	390,134.00	(17,000)	100.00%					(17,000)		
10	1415	20800000	SAFETY BUILDING	024	MAINT OTHER THAN BUILD-GRN	212.00		100.00%	-				-		
10	1415	20800000	SAFETY BUILDING	030	EQUIPMENT NEW REPLACEMENT	55,821.00		100.00%	-				-		
10	1415	20800000	SAFETY BUILDING	039	TELECOMMUNICATIONS	1,900.00	700	100.00%					700		
10	1415	20800000	SAFETY BUILDING	047	OWN FORCES MAINT BUILD-GRN	9,506.44	850	100.00%					850		
10	1415	20800000	SAFETY BUILDING	048	CONTRACTUAL MAINT BUILD-GRN	98,158.79		100.00%	-				-		
10	1415	20800000	SAFETY BUILDING	050	PERSONAL SERVICE TEMP APPOI	65,764.00	(2,700)	100.00%					(2,700)		
10	1415	20800000	SAFETY BUILDING	060	BENEFITS	183,142.00		100.00%	-				-		
10	1415	20800000	SAFETY BUILDING	070	IN STATE TRAVEL REIMBURSEME	150.00	150	100.00%					150		
10	1415	20800000	SAFETY BUILDING	103	CONTRACTS FOR OP SERVICES	22,326.72		100.00%	-				-		
10	1415	20800000	SAFETY BUILDING					100.00%	-				-		
		20800000	Total			11,138,84.95									
10	1415	20810000	EMERGENCY OPERATIONS CENTER	001	TRANSFERS FROM OTHER AGENCY	RSRC 404009									
10	1415	20810000	EMERGENCY OPERATIONS CENTER	010	PERSONAL SERVICES PERM CLAS	110,029.00						100.00%	-		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	018	OVERTIME	6,242.00	2,000	100.00%					2,000		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	020	CURRENT EXPENSES	35,571.00		100.00%	-				-		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	022	RENTS-LEASES OTHER THAN STA	437.00		100.00%	-				-		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	023	HEAT ELECTRICITY WATER	230,405.00	(1,000)	100.00%					(1,000)		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	030	EQUIPMENT NEW REPLACEMENT	2,584.00		100.00%	-				-		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	037	TECHNOLOGY-HARDWARE	75.00		100.00%	-				-		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	039	TELECOMMUNICATIONS	1,100.00	200	100.00%					200		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	047	OWN FORCES MAINT BUILD-GRN	5,833.55	1,000	100.00%					1,000		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	048	CONTRACTUAL MAINT BUILD-GRN	33,205.38	5,550	100.00%					5,550		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	050	PERSONAL SERVICE TEMP APPOI	57,172.00	(8,000)	100.00%					(8,000)		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	060	BENEFITS	48,362.00		100.00%	-				-		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	070	IN STATE TRAVEL REIMBURSEME	350.00	250	100.00%					250		
10	1415	20810000	EMERGENCY OPERATIONS CENTER	103	CONTRACTS FOR OP SERVICES	17,615.11		100.00%	-				-		
10	1415	20810000	EMERGENCY OPERATIONS CENTER					100.00%	-				-		
		20810000	Total			54,898,1.04									
10	1415	20820000	DMV TESTING FACILITY	001	TRANSFERS FROM OTHER AGENCY	RSRC 404008									
10	1415	20820000	DMV TESTING FACILITY	010	PERSONAL SERVICES PERM CLAS	64,436.00						100.00%	-		
10	1415	20820000	DMV TESTING FACILITY	018	OVERTIME	816.00	200	100.00%					200		
10	1415	20820000	DMV TESTING FACILITY	020	CURRENT EXPENSES	17,800.00		100.00%	-				-		
10	1415	20820000	DMV TESTING FACILITY	022	RENTS-LEASES OTHER THAN STA	100.00		100.00%	-				-		
10	1415	20820000	DMV TESTING FACILITY	023	HEAT ELECTRICITY WATER	95,435.00	(10,200)	100.00%					(10,200)		
10	1415	20820000	DMV TESTING FACILITY	024	MAINT OTHER THAN BUILD-GRN	540.00		100.00%	-				-		
10	1415	20820000	DMV TESTING FACILITY	030	EQUIPMENT NEW REPLACEMENT	2,242.00		100.00%	-				-		
10	1415	20820000	DMV TESTING FACILITY	039	TELECOMMUNICATIONS	2,008.00		100.00%	-				-		
10	1415	20820000	DMV TESTING FACILITY	047	OWN FORCES MAINT BUILD-GRN	232.57	100	100.00%					100		
10	1415	20820000	DMV TESTING FACILITY	048	CONTRACTUAL MAINT BUILD-GRN	41,758.74	5,000	100.00%					5,000		
10	1415	20820000	DMV TESTING FACILITY	050	PERSONAL SERVICE TEMP APPOI	61,456.00		100.00%	-				-		
10	1415	20820000	DMV TESTING FACILITY	060	BENEFITS	48,597.00	4,900	100.00%					4,900		
10	1415	20820000	DMV TESTING FACILITY	070	IN STATE TRAVEL REIMBURSEME	1.00		100.00%	-				-		
10	1415	20820000	DMV TESTING FACILITY	103	CONTRACTS FOR OP SERVICES	21,386.74		100.00%	-				-		
10	1415	20820000	DMV TESTING FACILITY					100.00%	-				-		
		20820000	Total			356,809.05									
10	1415	20830000	M - S BUILDING	010	PERSONAL SERVICES PERM CLAS			100.00%	-				-		
10	1415	20830000	M - S BUILDING	018	OVERTIME	1,861.00		100.00%	-				-		
10	1415	20830000	M - S BUILDING	020	CURRENT EXPENSES	23,188.00		100.00%	-				-		
10	1415	20830000	M - S BUILDING	022	RENTS-LEASES OTHER THAN STA	100.00		100.00%	-				-		
10	1415	20830000	M - S BUILDING	023	HEAT ELECTRICITY WATER	156,197.00	2,000	100.00%					2,000		
10	1415	20830000	M - S BUILDING	030	EQUIPMENT NEW REPLACEMENT	1,140.00		100.00%	-				-		
10	1415	20830000	M - S BUILDING	039	TELECOMMUNICATIONS	3,575.00	(2,000)	100.00%					(2,000)		
10	1415	20830000	M - S BUILDING	047	OWN FORCES MAINT BUILD-GRN	2,121.58		100.00%	-				-		
10	1415	20830000	M - S BUILDING	048	CONTRACTUAL MAINT BUILD-GRN	29,480.39		100.00%	-				-		

Co	Bur/Div	Acct Unit	Sub-Org Description	Class	Class Description	Current Adjusted Authorized	Amount to trasfer	State %	State \$	Fed%	Fed \$	Trans %	Trans \$	Other %	Other \$
10	1415	20830000	M - S BUILDING	050	PERSONAL SERVICE TEMP APPOI	43,751.00		100.00%	-						
10	1415	20830000	M - S BUILDING	060	BENEFITS	17,882.00		100.00%	-						
10	1415	20830000	M - S BUILDING	070	IN STATE TRAVEL REIMBURSEME	300.00		100.00%	-						
10	1415	20830000	M - S BUILDING	103	CONTRACTS FOR OP SERVICES	7,047.37		100.00%	-						
		<b>20830000 Total</b>				286,643.34									
10	1415	20850000	OLD LABOR BUILDING	001	TRANSFERS FROM OTHER AGENCY	RSRC 403364									
10	1415	20850000	OLD LABOR BUILDING	020	CURRENT EXPENSES	1,700.00	1,000					100.00%	1,000		
10	1415	20850000	OLD LABOR BUILDING	023	HEAT ELECTRICITY WATER	16,211.00	(1,350)					100.00%	(1,350)		
10	1415	20850000	OLD LABOR BUILDING	030	EQUIPMENT NEW REPLACEMENT	339.00						100.00%	-		
10	1415	20850000	OLD LABOR BUILDING	047	OWN FORCES MAINT BUILD-GRN	287.63	350					100.00%	350		
10	1415	20850000	OLD LABOR BUILDING	048	CONTRACTUAL MAINT BUILD-GRN	16,670.66						100.00%	-		
10	1415	20850000	OLD LABOR BUILDING	103	CONTRACTS FOR OP SERVICES	13,378.63						100.00%	-		
		<b>20850000 Total</b>				48,586.92									
10	1415	20880000	DOT MECHANICAL SERVICES	001	TRANSFERS FROM OTHER AGENCY	RSRC 405872									
10	1415	20880000	DOT MECHANICAL SERVICES	010	PERSONAL SERVICES PERM CLAS	63,596.00						100.00%	-		
10	1415	20880000	DOT MECHANICAL SERVICES	018	OVERTIME	1,211.00	100					100.00%	100		
10	1415	20880000	DOT MECHANICAL SERVICES	020	CURRENT EXPENSES	30,454.00	(100)					100.00%	(100)		
10	1415	20880000	DOT MECHANICAL SERVICES	022	RENTS-LEASES OTHER THAN STA	100.00						100.00%	-		
10	1415	20880000	DOT MECHANICAL SERVICES	023	HEAT ELECTRICITY WATER	140,875.00	(5,000)					100.00%	(5,000)		
10	1415	20880000	DOT MECHANICAL SERVICES	030	EQUIPMENT NEW REPLACEMENT	421.00	5,000					100.00%	5,000		
10	1415	20880000	DOT MECHANICAL SERVICES	039	TELECOMMUNICATIONS	1,000.00						100.00%	-		
10	1415	20880000	DOT MECHANICAL SERVICES	047	OWN FORCES MAINT BUILD-GRN	3,501.46						100.00%	-		
10	1415	20880000	DOT MECHANICAL SERVICES	048	CONTRACTUAL MAINT BUILD-GRN	27,373.49						100.00%	-		
10	1415	20880000	DOT MECHANICAL SERVICES	050	PERSONAL SERVICE TEMP APPOI	15,829.00						100.00%	-		
10	1415	20880000	DOT MECHANICAL SERVICES	060	BENEFITS	54,550.00						100.00%	-		
10	1415	20880000	DOT MECHANICAL SERVICES	070	IN STATE TRAVEL REIMBURSEME	1.00						100.00%	-		
10	1415	20880000	DOT MECHANICAL SERVICES	103	CONTRACTS FOR OP SERVICES	5,002.11						100.00%	-		
		<b>20880000 Total</b>				343,914.06									
10	1415	20890000	DOT MATERIALS BUILDING	001	TRANSFERS FROM OTHER AGENCY	RSRC 404002									
10	1415	20890000	DOT MATERIALS BUILDING	018	OVERTIME	1,840.00						100.00%	-		
10	1415	20890000	DOT MATERIALS BUILDING	020	CURRENT EXPENSES	8,877.00	(250)					100.00%	(250)		
10	1415	20890000	DOT MATERIALS BUILDING	023	HEAT ELECTRICITY WATER	111,809.00						100.00%	-		
10	1415	20890000	DOT MATERIALS BUILDING	030	EQUIPMENT NEW REPLACEMENT	1,254.00						100.00%	-		
10	1415	20890000	DOT MATERIALS BUILDING	039	TELECOMMUNICATIONS	600.00						100.00%	250		
10	1415	20890000	DOT MATERIALS BUILDING	048	CONTRACTUAL MAINT BUILD-GRN	24,194.56	5,000					100.00%	5,000		
10	1415	20890000	DOT MATERIALS BUILDING	050	PERSONAL SERVICE TEMP APPOI	31,033.00	(5,000)					100.00%	(5,000)		
10	1415	20890000	DOT MATERIALS BUILDING	060	BENEFITS	2,700.00						100.00%	-		
10	1415	20890000	DOT MATERIALS BUILDING	070	IN STATE TRAVEL REIMBURSEME	1.00						100.00%	-		
10	1415	20890000	DOT MATERIALS BUILDING	103	CONTRACTS FOR OP SERVICES	3,044.00						100.00%	-		
		<b>20890000 Total</b>				185,352.56									
10	1415	20900000	MORTON BUILDING	002	TRS FROM DEPT TRANSPORTATIO	RSRC 403350									
10	1415	20900000	MORTON BUILDING	010	PERSONAL SERVICES PERM CLAS	180,891.00						100.00%	-		
10	1415	20900000	MORTON BUILDING	018	OVERTIME	5,056.00						100.00%	-		
10	1415	20900000	MORTON BUILDING	020	CURRENT EXPENSES	43,725.00						100.00%	-		
10	1415	20900000	MORTON BUILDING	022	RENTS-LEASES OTHER THAN STA	499.00						100.00%	-		
10	1415	20900000	MORTON BUILDING	023	HEAT ELECTRICITY WATER	390,266.00	(20,000)					100.00%	(20,000)		
10	1415	20900000	MORTON BUILDING	030	EQUIPMENT NEW REPLACEMENT	4,098.00	10,000					100.00%	10,000		
10	1415	20900000	MORTON BUILDING	039	TELECOMMUNICATIONS	1,450.00						100.00%	-		
10	1415	20900000	MORTON BUILDING	047	OWN FORCES MAINT BUILD-GRN	4,514.49						100.00%	-		
10	1415	20900000	MORTON BUILDING	048	CONTRACTUAL MAINT BUILD-GRN	66,575.19	10,000					100.00%	10,000		
10	1415	20900000	MORTON BUILDING	050	PERSONAL SERVICE TEMP APPOI	65,944.00						100.00%	-		
10	1415	20900000	MORTON BUILDING	060	BENEFITS	151,944.00						100.00%	-		
10	1415	20900000	MORTON BUILDING	070	IN STATE TRAVEL REIMBURSEME	1.00						100.00%	-		
10	1415	20900000	MORTON BUILDING	103	CONTRACTS FOR OP SERVICES	15,334.85						100.00%	-		
		<b>20900000 Total</b>				930,298.53									
10	1415	20910000	PUBLIC WORKS BUREAU	009	AGENCY INCOME	RSRC 402065									
10	1415	20910000	PUBLIC WORKS BUREAU	010	PERSONAL SERVICES PERM CLAS	1,380,792.00	(68,500)	72.65%	(49,762)					27.35%	(18,738)
10	1415	20910000	PUBLIC WORKS BUREAU	018	OVERTIME	24,509.00		72.65%	-					27.35%	-
10	1415	20910000	PUBLIC WORKS BUREAU	020	CURRENT EXPENSES	48,260.00	8,000	72.65%	5,812					27.35%	2,188
10	1415	20910000	PUBLIC WORKS BUREAU	022	RENTS-LEASES OTHER THAN STA	3,172.31		72.65%	-					27.35%	-
10	1415	20910000	PUBLIC WORKS BUREAU	024	MAINT OTHER THAN BUILD-GRN	1.00		72.65%	-					27.35%	-
10	1415	20910000	PUBLIC WORKS BUREAU	025	STATE OWNED EQUIPMENT USAGE	29,421.00		72.65%	-					27.35%	-
10	1415	20910000	PUBLIC WORKS BUREAU	030	EQUIPMENT NEW REPLACEMENT	7,900.00		72.65%	-					27.35%	-
10	1415	20910000	PUBLIC WORKS BUREAU	037	TECHNOLOGY-HARDWARE	1.00		72.65%	-					27.35%	-
10	1415	20910000	PUBLIC WORKS BUREAU	038	TECHNOLOGY-SOFTWARE	1.00		72.65%	-					27.35%	-
10	1415	20910000	PUBLIC WORKS BUREAU	039	TELECOMMUNICATIONS	14,000.00	1,000	72.65%	726					27.35%	274
10	1415	20910000	PUBLIC WORKS BUREAU	049	TRANSFER TO OTHER STATE AGE	31,700.00		72.65%	-					27.35%	-

Co	Bur/Div	Acct Unit	Sub-Org Description	Class	Class Description	Current Adjusted Authorized	Amount to trasfer	State %	State \$	Fed%	Fed \$	Trans %	Trans \$	Other %	Other \$
10	1415	2091	PUBLIC WORKS BUREAU	050	PERSONAL SERVICE TEMP APPOI	154,088.00	55,000	72.65%	39,955					27.35%	15,045
10	1415	2091	PUBLIC WORKS BUREAU	059	TEMP FULL TIME	116,430.00	4,500	72.65%	3,269					27.35%	1,231
10	1415	20910000	PUBLIC WORKS BUREAU	060	BENEFITS	783,367.00		72.65%	-					27.35%	-
10	1415	20910000	PUBLIC WORKS BUREAU	066	EMPLOYEE TRAINING	1.00		72.65%	-					27.35%	-
10	1415	20910000	PUBLIC WORKS BUREAU	070	IN STATE TRAVEL REIMBURSEME	10,249.00		72.65%	-					27.35%	-
10	1415	20910000	PUBLIC WORKS BUREAU	080	OUT OF STATE TRAVEL REIMB	120.00		72.65%	-					27.35%	-
10	1415	20910000	PUBLIC WORKS BUREAU	103	CONTRACTS FOR OP SERVICES	8,000.00		72.65%	-					27.35%	-
		<b>20910000 Total</b>				2,612,012.31			(0)						0
10	1415	20930000	61 SOUTH SPRING ST.	001	TRANSFERS FROM OTHER AGENCY	RSRC 403361									
10	1415	20930000	61 SOUTH SPRING ST.	010	PERSONAL SERVICES PERM CLAS	37,190.00						100.00%	-		
10	1415	20930000	61 SOUTH SPRING ST.	018	OVERTIME	240.00	800					100.00%	800		
10	1415	20930000	61 SOUTH SPRING ST.	020	CURRENT EXPENSES	6,800.00						100.00%	-		
10	1415	20930000	61 SOUTH SPRING ST.	022	RENTS-LEASES OTHER THAN STA	499.00						100.00%	-		
10	1415	20930000	61 SOUTH SPRING ST.	023	HEAT ELECTRICITY WATER	94,829.00						100.00%	-		
10	1415	20930000	61 SOUTH SPRING ST.	030	EQUIPMENT NEW REPLACEMENT	3,073.00						100.00%	-		
10	1415	20930000	61 SOUTH SPRING ST.	039	TELECOMMUNICATIONS	1,150.00	800					100.00%	800		
10	1415	20930000	61 SOUTH SPRING ST.	047	OWN FORCES MAINT BUILD-GRN	5,158.83						100.00%	-		
10	1415	20930000	61 SOUTH SPRING ST.	048	CONTRACTUAL MAINT BUILD-GRN	39,441.78	(1,600)					100.00%	(1,600)		
10	1415	20930000	61 SOUTH SPRING ST.	060	BENEFITS	14,417.00						100.00%	-		
10	1415	20930000	61 SOUTH SPRING ST.	070	IN STATE TRAVEL REIMBURSEME	150.00						100.00%	-		
10	1415	20930000	61 SOUTH SPRING ST.	103	CONTRACTS FOR OP SERVICES	31,921.74						100.00%	-		
10	1415	20930000	61 SOUTH SPRING ST.	200	BUILDING USE ALLOWANCE	51,000.00						100.00%	-		
		<b>20930000 Total</b>				285,870.35									
10	1415	20940000	WALKER BUILDING	001	TRANSFERS FROM OTHER AGENCY	RSRC 403362									
10	1415	20940000	WALKER BUILDING	010	PERSONAL SERVICES PERM CLAS	175,315.00						100.00%	-		
10	1415	20940000	WALKER BUILDING	018	OVERTIME	3,029.00	5,000					100.00%	5,000		
10	1415	20940000	WALKER BUILDING	020	CURRENT EXPENSES	61,629.00						100.00%	-		
10	1415	20940000	WALKER BUILDING	022	RENTS-LEASES OTHER THAN STA	150.00						100.00%	-		
10	1415	20940000	WALKER BUILDING	023	HEAT ELECTRICITY WATER	275,329.00	(5,500)					100.00%	(5,500)		
10	1415	20940000	WALKER BUILDING	030	EQUIPMENT NEW REPLACEMENT	22,842.00						100.00%	-		
10	1415	20940000	WALKER BUILDING	039	TELECOMMUNICATIONS	2,200.00	500					100.00%	500		
10	1415	20940000	WALKER BUILDING	043	DEBT SERVICE TREASURY	353,250.00						100.00%	-		
10	1415	20940000	WALKER BUILDING	047	OWN FORCES MAINT BUILD-GRN	9,973.61						100.00%	-		
10	1415	20940000	WALKER BUILDING	048	CONTRACTUAL MAINT BUILD-GRN	40,463.80						100.00%	-		
10	1415	20940000	WALKER BUILDING	050	PERSONAL SERVICE TEMP APPOI	83,172.00						100.00%	-		
10	1415	20940000	WALKER BUILDING	060	BENEFITS	117,436.00						100.00%	-		
10	1415	20940000	WALKER BUILDING	070	IN STATE TRAVEL REIMBURSEME	1.00						100.00%	-		
10	1415	20940000	WALKER BUILDING	103	CONTRACTS FOR OP SERVICES	16,120.74						100.00%	-		
10	1415	20940000	WALKER BUILDING									100.00%	-		
		<b>20940000 Total</b>				1160911.15									
10	1415	20950000	LONDERGAN HALL	001	TRANSFERS FROM OTHER AGENCY	RSRC 403359									
10	1415	20950000	LONDERGAN HALL	010	PERSONAL SERVICES PERM CLAS	70,243.00						100.00%	-		
10	1415	20950000	LONDERGAN HALL	018	OVERTIME	776.00						100.00%	-		
10	1415	20950000	LONDERGAN HALL	020	CURRENT EXPENSES	8,390.00	2,500					100.00%	2,500		
10	1415	20950000	LONDERGAN HALL	022	RENTS-LEASES OTHER THAN STA	50.00						100.00%	-		
10	1415	20950000	LONDERGAN HALL	023	HEAT ELECTRICITY WATER	93,997.00	(3,500)					100.00%	(3,500)		
10	1415	20950000	LONDERGAN HALL	030	EQUIPMENT NEW REPLACEMENT	2,771.00						100.00%	-		
10	1415	20950000	LONDERGAN HALL	039	TELECOMMUNICATIONS	950.00	200					100.00%	200		
10	1415	20950000	LONDERGAN HALL	047	OWN FORCES MAINT BUILD-GRN	2,653.38	800					100.00%	800		
10	1415	20950000	LONDERGAN HALL	048	CONTRACTUAL MAINT BUILD-GRN	30,567.86						100.00%	-		
10	1415	20950000	LONDERGAN HALL	050	PERSONAL SERVICE TEMP APPOI	37,147.00						100.00%	-		
10	1415	20950000	LONDERGAN HALL	060	BENEFITS	55,995.00						100.00%	-		
10	1415	20950000	LONDERGAN HALL	070	IN STATE TRAVEL REIMBURSEME	1.00						100.00%	-		
10	1415	20950000	LONDERGAN HALL	103	CONTRACTS FOR OP SERVICES	6,879.74						100.00%	-		
10	1415	20950000	LONDERGAN HALL	200	BUILDING USE ALLOWANCE	23,801.00						100.00%	-		
10	1415	20950000	LONDERGAN HALL									100.00%	-		
		<b>20950000 Total</b>				334221.98									
10	1415	20960000	JOHNSON HALL	001	TRANSFERS FROM OTHER AGENCY	RSRC 403360									
10	1415	20960000	JOHNSON HALL	010	PERSONAL SERVICES PERM CLAS	30,600.00						100.00%	-		
10	1415	20960000	JOHNSON HALL	018	OVERTIME	966.00	250					100.00%	250		
10	1415	20960000	JOHNSON HALL	020	CURRENT EXPENSES	10,552.00	(250)					100.00%	(250)		
10	1415	20960000	JOHNSON HALL	022	RENTS-LEASES OTHER THAN STA	100.00						100.00%	-		
10	1415	20960000	JOHNSON HALL	023	HEAT ELECTRICITY WATER	96,095.00						100.00%	-		
10	1415	20960000	JOHNSON HALL	030	EQUIPMENT NEW REPLACEMENT	1,800.00						100.00%	-		
10	1415	20960000	JOHNSON HALL	039	TELECOMMUNICATIONS	650.00						100.00%	-		
10	1415	20960000	JOHNSON HALL	047	OWN FORCES MAINT BUILD-GRN	6,203.72						100.00%	-		
10	1415	20960000	JOHNSON HALL	048	CONTRACTUAL MAINT BUILD-GRN	84,812.16						100.00%	-		

Co	Bur/Div	Acct Unit	Sub-Org Description	Class	Class Description	Current Adjusted Authorized	Amount to trasfer	State %	State \$	Fed%	Fed \$	Trans %	Trans \$	Other %	Other \$
10	1415	20960000	JOHNSON HALL	050	PERSONAL SERVICE TEMP APPOI	13,103.00						100.00%	-		
10	1415	20960000	JOHNSON HALL	060	BENEFITS	14,389.00						100.00%	-		
10	1415	20960000	JOHNSON HALL	103	CONTRACTS FOR OP SERVICES	7,795.37						100.00%	-		
10	1415	20960000	JOHNSON HALL	200	BUILDING USE ALLOWANCE	9,115.00						100.00%	-		
		<b>20960000 Total</b>				<b>276,181.25</b>									
10	1415	20970000	SPAULDING HALL	001	TRANSFERS FROM OTHER AGENCY	RSRC 403363									
10	1415	20970000	SPAULDING HALL	010	PERSONAL SERVICES PERM CLAS	47,584.00						100.00%	-		
10	1415	20970000	SPAULDING HALL	018	OVERTIME	3,116.00	4,000					100.00%	4,000		
10	1415	20970000	SPAULDING HALL	020	CURRENT EXPENSES	3,339.00	2,000					100.00%	2,000		
10	1415	20970000	SPAULDING HALL	022	RENTS-LEASES OTHER THAN STA	100.00						100.00%	-		
10	1415	20970000	SPAULDING HALL	023	HEAT ELECTRICITY WATER	55,872.00						100.00%	-		
10	1415	20970000	SPAULDING HALL	030	EQUIPMENT NEW REPLACEMENT	861.00						100.00%	-		
10	1415	20970000	SPAULDING HALL	039	TELECOMMUNICATIONS	450.00	250					100.00%	250		
10	1415	20970000	SPAULDING HALL	048	CONTRACTUAL MAINT BUILD-GRN	24,664.91	(6,250)					100.00%	(6,250)		
10	1415	20970000	SPAULDING HALL	050	PERSONAL SERVICE TEMP APPOI	11,056.00						100.00%	-		
10	1415	20970000	SPAULDING HALL	060	BENEFITS	35,828.00						100.00%	-		
10	1415	20970000	SPAULDING HALL	103	CONTRACTS FOR OP SERVICES	5,338.37						100.00%	-		
10	1415	20970000	SPAULDING HALL	200	BUILDING USE ALLOWANCE	51,975.00						100.00%	-		
		<b>20970000 Total</b>				<b>240,184.28</b>									
10	1415	20980000	DEPT. OF JUSTICE BUILDING	001	TRANSFERS FROM OTHER AGENCY										
10	1415	20980000	DEPT. OF JUSTICE BUILDING	018	OVERTIME	612.00		93.35%	-			6.65%	-		
10	1415	20980000	DEPT. OF JUSTICE BUILDING	020	CURRENT EXPENSES	10,925.00		93.35%	-			6.65%	-		
10	1415	20980000	DEPT. OF JUSTICE BUILDING	022	RENTS-LEASES OTHER THAN STA	195.00		93.35%	-			6.65%	-		
10	1415	20980000	DEPT. OF JUSTICE BUILDING	023	HEAT ELECTRICITY WATER	127,931.00	(2,500)	93.35%	(2,334)			6.65%	(166)		
10	1415	20980000	DEPT. OF JUSTICE BUILDING	030	EQUIPMENT NEW REPLACEMENT	1,942.00		93.35%	-			6.65%	-		
10	1415	20980000	DEPT. OF JUSTICE BUILDING	039	TELECOMMUNICATIONS	1,523.00		93.35%	-			6.65%	-		
10	1415	20980000	DEPT. OF JUSTICE BUILDING	047	OWN FORCES MAINT BUILD-GRN	2,312.40		93.35%	-			6.65%	-		
10	1415	20980000	DEPT. OF JUSTICE BUILDING	048	CONTRACTUAL MAINT BUILD-GRN	27,947.03	2,500	93.35%	2,334			6.65%	166		
10	1415	20980000	DEPT. OF JUSTICE BUILDING	050	PERSONAL SERVICE TEMP APPOI	41,115.00		93.35%	-			6.65%	-		
10	1415	20980000	DEPT. OF JUSTICE BUILDING	060	BENEFITS	3,227.00		93.35%	-			6.65%	-		
10	1415	20980000	DEPT. OF JUSTICE BUILDING	070	IN STATE TRAVEL REIMBURSEME	1.00		93.35%	-			6.65%	-		
10	1415	20980000	DEPT. OF JUSTICE BUILDING	103	CONTRACTS FOR OP SERVICES	11,261.74		93.35%	-			6.65%	-		
		<b>20980000 Total</b>				<b>228,992.17</b>									
10	1415	21670000	OLD MILL #1	001	TRANSFERS FROM OTHER AGENCY	RSRC 407611									
10	1415	21670000	OLD MILL #1	010	PERSONAL SERVICES PERM CLAS	71,194.00						100.00%	-		
10	1415	21670000	OLD MILL #1	018	OVERTIME	2,526.00						100.00%	-		
10	1415	21670000	OLD MILL #1	020	CURRENT EXPENSES	6,809.30	750					100.00%	750		
10	1415	21670000	OLD MILL #1	022	RENTS-LEASES OTHER THAN STA	369.00						100.00%	-		
10	1415	21670000	OLD MILL #1	023	HEAT ELECTRICITY WATER	56,272.00						100.00%	-		
10	1415	21670000	OLD MILL #1	030	EQUIPMENT NEW REPLACEMENT	1,521.00						100.00%	-		
10	1415	21670000	OLD MILL #1	039	TELECOMMUNICATIONS	2,185.00	(750)					100.00%	(750)		
10	1415	21670000	OLD MILL #1	047	OWN FORCES MAINT BUILD-GRN	9,048.03						100.00%	-		
10	1415	21670000	OLD MILL #1	048	CONTRACTUAL MAINT BUILD-GRN	35,529.85						100.00%	-		
10	1415	21670000	OLD MILL #1	050	PERSONAL SERVICE TEMP APPOI	13,103.00						100.00%	-		
10	1415	21670000	OLD MILL #1	060	BENEFITS	54,639.00						100.00%	-		
10	1415	21670000	OLD MILL #1	070	IN STATE TRAVEL REIMBURSEME	50.00						100.00%	-		
10	1415	21670000	OLD MILL #1	103	CONTRACTS FOR OP SERVICES	7,857.93						100.00%	-		
10	1415	21670000	OLD MILL #1	200	BUILDING USE ALLOWANCE	33,500.00						100.00%	-		
		<b>21670000 Total</b>				<b>294,604.11</b>									
10	1415	34030000	PRINT SHOP OPERATIONS	009	AGENCY INCOME	RSRC 402186									
10	1415	34030000	PRINT SHOP OPERATIONS	010	PERSONAL SERVICES PERM CLAS	577,620.00								100.00%	-
10	1415	34030000	PRINT SHOP OPERATIONS	018	OVERTIME	21,000.00						100.00%	-		
10	1415	34030000	PRINT SHOP OPERATIONS	020	CURRENT EXPENSES	484,459.99	(5,320)					100.00%	(5,320)		
10	1415	34030000	PRINT SHOP OPERATIONS	022	RENTS-LEASES OTHER THAN STA	131,000.00						100.00%	-		
10	1415	34030000	PRINT SHOP OPERATIONS	024	MAINT OTHER THAN BUILD-GRN	110,000.00						100.00%	-		
10	1415	34030000	PRINT SHOP OPERATIONS	028	TRANSFERS TO GENERAL SERVIC	24,820.00	(400)					100.00%	(400)		
10	1415	34030000	PRINT SHOP OPERATIONS	030	EQUIPMENT NEW REPLACEMENT	10,500.00	15,000					100.00%	15,000		
10	1415	34030000	PRINT SHOP OPERATIONS	037	TECHNOLOGY-HARDWARE	6,650.00						100.00%	-		
10	1415	34030000	PRINT SHOP OPERATIONS	038	TECHNOLOGY-SOFTWARE	7,800.00						100.00%	-		
10	1415	34030000	PRINT SHOP OPERATIONS	039	TELECOMMUNICATIONS	2,650.00	500					100.00%	500		
10	1415	34030000	PRINT SHOP OPERATIONS	042	ADDITIONAL FRINGE BENEFITS	58,879.00						100.00%	-		
10	1415	34030000	PRINT SHOP OPERATIONS	049	TRANSFER TO OTHER STATE AGE	10,000.00	(10,000)					100.00%	(10,000)		
10	1415	34030000	PRINT SHOP OPERATIONS	050	PERSONAL SERVICE TEMP APPOI	200.00						100.00%	-		
10	1415	34030000	PRINT SHOP OPERATIONS	060	BENEFITS	334,094.00						100.00%	-		
10	1415	34030000	PRINT SHOP OPERATIONS	066	EMPLOYEE TRAINING	800.00						100.00%	-		
10	1415	34030000	PRINT SHOP OPERATIONS	070	IN STATE TRAVEL REIMBURSEME	100.00						100.00%	-		
10	1415	34030000	PRINT SHOP OPERATIONS	103	CONTRACTS FOR OP SERVICES	200.00	220					100.00%	-		220

Co	Bur/Div	Acct Unit	Sub-Org Description	Class	Class Description	Current Adjusted	Amount to	State %	State \$	Fed%	Fed \$	Trans %	Trans \$	Other %	Other \$
						Authorized	trasfer								
						1,780,772.99									
10	1415	53200000	total												
10	1415	53200000	LAKES REGION CAMPUS	020	CURRENT EXPENSES	24,121.00	(5,000)	100.00%	(5,000)						
10	1415	53200000	LAKES REGION CAMPUS	022	RENTS-LEASES OTHER THAN STA	500.00		100.00%	-						
10	1415	53200000	LAKES REGION CAMPUS	023	HEAT ELECTRICITY WATER	122,907.00		100.00%	-						
10	1415	53200000	LAKES REGION CAMPUS	030	EQUIPMENT NEW REPLACEMENT	2,950.00		100.00%	-						
10	1415	53200000	LAKES REGION CAMPUS	039	TELECOMMUNICATIONS	2,355.00		100.00%	-						
10	1415	53200000	LAKES REGION CAMPUS	047	OWN FORCES MAINT BUILD-GRN	93,291.76	(15,000)	100.00%	(15,000)						
10	1415	53200000	LAKES REGION CAMPUS	048	CONTRACTUAL MAINT BUILD-GRN	93,675.26		100.00%	-						
10	1415	53200000	LAKES REGION CAMPUS	050	PERSONAL SERVICE TEMP APPOI	25,001.00	20,000	100.00%	20,000						
10	1415	53200000	LAKES REGION CAMPUS	060	BENEFITS	1,912.00		100.00%	-						
10	1415	53200000	LAKES REGION CAMPUS	070	IN STATE TRAVEL REIMBURSEME	500.00		100.00%	-						
10	1415	53200000	LAKES REGION CAMPUS	103	CONTRACTS FOR OP SERVICES	50,660.00		100.00%	-						
						417,873.02									
10	1415	59650000	HUNTRESS HOUSE	020	CURRENT EXPENSES	1,500.00		100.00%	-						
10	1415	59650000	HUNTRESS HOUSE	022	RENTS-LEASES OTHER THAN STA	250.00		100.00%	-						
10	1415	59650000	HUNTRESS HOUSE	023	HEAT ELECTRICITY WATER	2,973.00	(1,000)	100.00%	(1,000)						
10	1415	59650000	HUNTRESS HOUSE	039	TELECOMMUNICATIONS	500.00		100.00%	-						
10	1415	59650000	HUNTRESS HOUSE	047	OWN FORCES MAINT BUILD-GRN	15,378.54	(12,000)	100.00%	(12,000)						
10	1415	59650000	HUNTRESS HOUSE	048	CONTRACTUAL MAINT BUILD-GRN	13,902.00	(12,500)	100.00%	(12,500)						
						34,503.54	(25,500)		(25,500)						
10	1415	59660000	ANNA PHILBROOK CENTRE	009	AGENCY INCOME										
10	1415	59660000	ANNA PHILBROOK CENTRE	023	HEAT ELECTRICITY WATER	34,038.00		100.00%	-						
10	1415	59660000	ANNA PHILBROOK CENTRE	039	TELECOMMUNICATIONS	750.00		100.00%	-						
10	1415	59660000	ANNA PHILBROOK CENTRE	048	CONTRACTUAL MAINT BUILD-GRN	4,501.38	53,200	100.00%	53,200						
						39,289.38	53,200		53,200						
10	1415	59670000	TOBEY BUILDING	020	CURRENT EXPENSES	6,722.00	(3,700)	100.00%	(3,700)						
10	1415	59670000	TOBEY BUILDING	023	HEAT ELECTRICITY WATER	13,778.00		100.00%	-						
10	1415	59670000	TOBEY BUILDING	047	OWN FORCES MAINT BUILD-GRN	11,514.54		100.00%	-						
10	1415	59670000	TOBEY BUILDING	048	CONTRACTUAL MAINT BUILD-GRN	7,000.00	(5,000)	100.00%	(5,000)						
10	1415	59670000	TOBEY BUILDING	103	CONTRACTS FOR OP SERVICES	7,000.00	(5,000)	100.00%	(5,000)						
						46,014.54	(13,700)		(13,700)						
10	1415	59680000	LACONIA COTTAGES	010	PERSONAL SERVICES PERM CLAS	22,169.00	(10,000)	100.00%	(10,000)						
10	1415	59680000	LACONIA COTTAGES	018	OVERTIME	500.00		100.00%	-						
10	1415	59680000	LACONIA COTTAGES	020	CURRENT EXPENSES	8,000.00	(4,000)	100.00%	(4,000)						
10	1415	59680000	LACONIA COTTAGES	022	RENTS-LEASES OTHER THAN STA	500.00		100.00%	-						
10	1415	59680000	LACONIA COTTAGES	023	HEAT ELECTRICITY WATER	15,300.00		100.00%	-						
10	1415	59680000	LACONIA COTTAGES	030	EQUIPMENT NEW REPLACEMENT	1,100.00		100.00%	-						
10	1415	59680000	LACONIA COTTAGES	047	OWN FORCES MAINT BUILD-GRN	23,511.70		100.00%	-						
10	1415	59680000	LACONIA COTTAGES	048	CONTRACTUAL MAINT BUILD-GRN	50,097.65		100.00%	-						
10	1415	59680000	LACONIA COTTAGES	060	BENEFITS	7,641.00		100.00%	-						
10	1415	59680000	LACONIA COTTAGES	070	IN STATE TRAVEL REIMBURSEME	250.00		100.00%	-						
10	1415	59680000	LACONIA COTTAGES	103	CONTRACTS FOR OP SERVICES	7,300.00		100.00%	-						
						136,369.35	(14,000)		(14,000)						
10	1415	80000000	SURPLUS FOOD	001	TRANSFERS FROM OTHER AGENCY										
10	1415	80000000	SURPLUS FOOD	004	AGENCY INCOME										
10	1415	80000000	SURPLUS FOOD	009	AGENCY INCOME										
10	1415	80000000	SURPLUS FOOD	010	PERSONAL SERVICES PERM CLAS	255,153.00	(37,591)							100.00%	(37,591)
10	1415	80000000	SURPLUS FOOD	018	OVERTIME	250.00		100.00%	-					100.00%	-
10	1415	80000000	SURPLUS FOOD	020	CURRENT EXPENSES	10,790.00	5,000	100.00%	5,000					100.00%	5,000
10	1415	80000000	SURPLUS FOOD	022	RENTS-LEASES OTHER THAN STA	1,300.00	591	100.00%	591					100.00%	591
10	1415	80000000	SURPLUS FOOD	024	MAINT OTHER THAN BUILD-GRN	1,000.00		100.00%	-					100.00%	-
10	1415	80000000	SURPLUS FOOD	026	ORGANIZATIONAL DUES	125.00		100.00%	-					100.00%	-
10	1415	80000000	SURPLUS FOOD	028	TRANSFERS TO GENERAL SERVIC	105,000.00		100.00%	-					100.00%	-
10	1415	80000000	SURPLUS FOOD	039	TELECOMMUNICATIONS	4,600.00		100.00%	-					100.00%	-
10	1415	80000000	SURPLUS FOOD	040	INDIRECT COSTS	7,000.00		100.00%	-					100.00%	-
10	1415	80000000	SURPLUS FOOD	042	ADDITIONAL FRINGE BENEFITS	35,874.00		100.00%	-					100.00%	-
10	1415	80000000	SURPLUS FOOD	050	PERSONAL SERVICE TEMP APPOI	30,000.00	32,000	100.00%	32,000					100.00%	32,000
10	1415	80000000	SURPLUS FOOD	060	BENEFITS	157,820.00		100.00%	-					100.00%	-
10	1415	80000000	SURPLUS FOOD	070	IN STATE TRAVEL REIMBURSEME	100.00		100.00%	-					100.00%	-
10	1415	80000000	SURPLUS FOOD	072	GRANTS FEDERAL	6,000.00		100.00%	-					100.00%	-
10	1415	80000000	SURPLUS FOOD	080	OUT OF STATE TRAVEL REIMB	400.00		100.00%	-					100.00%	-
10	1415	80000000	SURPLUS FOOD	203	PROCESSING FEES	2,500.00		100.00%	-					100.00%	-
						617,912.00									
10	1415	80500000	CENTRALIZED MAIL DISTRIBUTION	003	REVOLVING FUNDS										
10	1415	80500000	CENTRALIZED MAIL DISTRIBUTION	009	AGENCY INCOME										
10	1415	80500000	CENTRALIZED MAIL DISTRIBUTION	010	PERSONAL SERVICES PERM CLAS	102,820.00	(1,500)	83.65%	(1,255)					16.35%	(245)
10	1415	80500000	CENTRALIZED MAIL DISTRIBUTION	018	OVERTIME	800.00		83.65%	-					16.35%	-



Item #	Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established		Comments
								Full-Time	Part-Time	
Note: This summary does not include additional federal American Recovery and Reinvestment Act (ARRA) revenues.										
<b>FISCAL YEAR 2012</b>										
12-219	June'12	Agriculture, Markets and Food, Department of	RSA 14:30-a, VI	-	-	145,000	145,000			
		<b>Agriculture, Markets and Food, Department of Total</b>		-	-	145,000	145,000	-	-	
11-245	Sept '11	Corrections, Department of	RSA 14:30-a, VI	-	99,361	-	99,361			
11-334	Dec'11	Corrections, Department of	RSA 14:30-a, VI	-	-	662,291	662,291	5		Positions replace 5 similar general funded positions
12-001	Dec'11	Corrections, Department of	RSA 14:30-a, VI	-	135,591	-	135,591			
12-182	May'12	Corrections, Department of	RSA 14:30-a, VI	-	-	237,736	237,736			Item FIS 12-344 extends end date
12-226	June'12	Corrections, Department of	RSA 14:30-a, VI	-	-	73,841	73,841	1		
		<b>Corrections, Department of Total</b>		-	234,952	973,868	1,208,820	6	-	
11-260	Sept'11	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	-	520,521	520,521			
11-225	Sept'11	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	-	152,950	152,950			
11-311	Oct'11	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	599,347	-	599,347			
11-302	Oct'11	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	13,901	-	13,901			
11-325	Dec'11	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	1,669,800	-	1,669,800			
11-337	Dec'11	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	300,029	-	300,029			
12-030	Jan'12	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	100,000	-	-	100,000			
12-206	June'12	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	-	81,750	81,750			
12-217	June'12	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	60,000	-	60,000			
		<b>DHHS-Division of Community Based Care Total</b>		100,000	2,643,077	755,221	3,498,298	-	-	
11-213	Sept'11	DHHS-Division of Family Assistance	Chapter 224:14, II, Laws of 2011	-	50,050	-	50,050			
		<b>DHHS-Division of Family Assistance Total</b>		-	50,050	-	50,050	-	-	
11-301	Oct'11	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	384,031	-	384,031			
11-303	Oct'11	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	-	119,630	119,630			
11-314	Oct'11	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	84,039	-	84,039			
11-315	Oct'11	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	233,860	-	233,860			
11-338	Dec'11	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	242,792	-	242,792			
11-339	Dec'11	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	858,817	-	858,817			
11-340	Dec'11	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	713,931	-	713,931			
12-017	Jan'12	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	-	164,595	164,595			
12-069	Feb'12	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	2,131,176	-	2,131,176			1
12-223	June'12	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	(500,000)	500,000	-			-
		<b>DHHS-Division of Public Health Services Total</b>		-	4,148,646	784,225	4,932,871	-	-	1
11-336	Dec'11	DHHS-Office of Medicaid Business and Policy	Chapter 224:14, II, Laws of 2011	-	651,367	-	651,367			
12-073	Feb'12	DHHS-Office of Medicaid Business and Policy	Chapter 224:14, II and III, Laws of 2011	(598,544)	599,143	-	599			Series of accepting fed funds and transferring gen funds to other acct units
12-073	Feb'12	DHHS-Office of Medicaid Business and Policy	Chapter 224:14, II and III, Laws of 2011	598,544	599,143	-	1,197,687			see above
12-073	Feb'12	DHHS-Office of Medicaid Business and Policy	Chapter 224:14, II and III, Laws of 2011	(2,095,712)	5,450,533	-	3,354,821			see above
12-073	Feb'12	DHHS-Office of Medicaid Business and Policy	Chapter 224:14, II and III, Laws of 2011	2,095,712	3,895,929	-	5,991,641			see above
		<b>DHHS-Office of Medicaid Business and Policy Total</b>		-	11,196,114	-	11,196,114	-	-	
12-170	May'12	DHHS-Office of the Commissioner	Chapter 224:14, II and III, Laws of 2011	-	(147,621)	126,273	(21,348)			
12-171	May'12	DHHS-Office of the Commissioner	Chapter 224:14, II and III, Laws of 2011	-	156,718	3,038,882	3,195,600			
12-172	May'12	DHHS-Office of the Commissioner	Chapter 224:14, II and III, Laws of 2011	-	369,666	5,675	375,341			
		<b>DHHS-Office of the Commissioner Total</b>		-	378,763	3,170,830	3,549,593	-	-	
11-269	Oct'11	Education, Department of	RSA 14:30-a, VI	-	589,551	-	589,551	1		
12-002	Jan'12	Education, Department of	RSA 14:30-a, VI	-	272,204	-	272,204			
12-074	Feb'12	Education, Department of	RSA 14:30-a, VI	-	1,201,771	-	1,201,771	1		
12-185	May'12	Education, Department of	RSA 14:30-a, VI	-	105,563	-	105,563			1
		<b>Education, Department of Total</b>		-	2,169,089	-	2,169,089	2		1
11-313	Oct'11	Employment Security, Department of	RSA 14:30-a, VI	-	1,602,067	-	1,602,067			
		<b>Employment Security, Department of Total</b>		-	1,602,067	-	1,602,067	-	-	



Item #	Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established	Comments
11-306	Oct'11	Energy and Planning	RSA 14:30-a, VI	-	70,204	-	70,204		
11-307	Oct'11	Energy and Planning	RSA 14:30-a, VI	-	401,051	-	401,051		
		<b>Energy and Planning Total</b>		-	471,255	-	471,255	-	-
11-250	Sept'11	Environmental Services, Department of	RSA 14:30-a, VI	-	-	250,000	250,000		
11-277	Oct'11	Environmental Services, Department of	RSA 14:30-a, VI	-	300,000	-	300,000		
11-278	Oct'11	Environmental Services, Department of	RSA 14:30-a, VI	-	292,597	-	292,597		
11-297	Oct'11	Environmental Services, Department of	RSA 14:30-a, VI	-	50,100	-	50,100		
11-349	Dec'11	Environmental Services, Department of	RSA 14:30-a, VI	-	-	420,000	420,000		
12-113	April'12	Environmental Services, Department of	RSA 14:30-a, VI	-	-	97,500	97,500		
12-148	May'12	Environmental Services, Department of	RSA 14:30-a, VI	-	-	200,000	200,000		
12-149	May'12	Environmental Services, Department of	RSA 14:30-a, VI	-	-	60,067	60,067		
12-205	June'12	Environmental Services, Department of	RSA 14:30-a, VI	-	-	647,962	647,962		
		<b>Environmental Services, Department of Total</b>		-	642,697	1,675,529	2,318,226	-	-
11-238	Sept'11	Fish & Game Department	RSA 14:30-a, VI	-	192,078	6,114	198,192		
12-016	Jan'12	Fish & Game Department	RSA 14:30-a, VI	-	339,038	-	339,038		
		<b>Fish &amp; Game Department Total</b>		-	531,116	6,114	537,230	-	-
12-056	Feb'12	Information Technology, Department of	RSA 14:30-a, VI	-	-	880,922	880,922		
		<b>Information Technology, Department of Total</b>		-	-	880,922	880,922	-	-
11-289	Oct'11	Insurance Department	RSA 14:30-a, VI	-	333,000	-	333,000		RSA 124:15 for consultants
11-305	Oct'11	Insurance Department	RSA 14:30-a, VI	-	1,000,000	-	1,000,000		1 RSA 124:15 for consultants
12-183	May'12	Insurance Department	RSA 14:30-a, VI	-	-	51,000	51,000		
12-183	May'12	Insurance Department	RSA 14:30-a, VI	-	1,029,934	-	1,029,934		Item also extends end date of 11-305, and continues the position and consultants.
		<b>Insurance Department Total</b>		-	2,362,934	51,000	2,413,934	-	1
11-212	Sept'11	Justice, Department of	RSA 14:30-a, VI	-	-	54,665	54,665		
11-246	Sept'11	Justice, Department of	RSA 14:30-a, VI	-	100,000	-	100,000		
11-298	Oct'11	Justice, Department of	RSA 14:30-a, VI	-	100,000	-	100,000		
12-033	Jan'12	Justice, Department of	RSA 14:30-a, VI	-	985,141	-	985,141		
12-114	April'12	Justice, Department of	RSA 14:30-a, VI	-	110,107	-	110,107		FIS 12-285 amends end date to 6/30/13
12-124	April'12	Justice, Department of	RSA 14:30-a, VI	-	-	27,316	27,316		
		<b>Justice, Department of Total</b>		-	1,295,248	81,981	1,377,229	-	-
11-279	Oct'11	Liquor Commission	RSA 14:30-a, VI	-	399,168	-	399,168	1	1
		<b>Liquor Commission Total</b>		-	399,168	-	399,168	1	1
11-312	Oct'11	Public Utilities Commission	RSA 14:30-a, VI	-	115,204	-	115,204		
12-220	June'12	Public Utilities Commission	RSA 14:30-a, VI	-	16,886	-	16,886		
		<b>Public Utilities Commission Total</b>		-	132,090	-	132,090	-	-
11-222	Sept'11	Resources & Economic Development	RSA 14:30-a, VI	-	78,178	-	78,178		
11-238	Sept'11	Resources & Economic Development	RSA 14:30-a, VI	-	1,076,674	381,691	1,458,365		
11-324	Dec'11	Resources & Economic Development	RSA 14:30-a, VI	-	90,000	-	90,000		
12-027	Jan'12	Resources & Economic Development	RSA 14:30-a, VI	-	205,800	-	205,800		
12-043	Jan'12	Resources & Economic Development	RSA 14:30-a, VI	-	299,493	-	299,493		1
12-058	Feb'12	Resources & Economic Development	RSA 14:30-a, VI	-	-	322,373	322,373		Item also budgeted \$168,413 of unexpended funds with an end date of 6/30/12
12-077	March'12	Resources & Economic Development	RSA 14:30-a, VI	-	-	201,499	201,499		
12-093	March'12	Resources & Economic Development	RSA 14:30-a, VI	-	-	97,280	97,280		
12-211	June'12	Resources & Economic Development	RSA 14:30-a, VI	-	393,832	210,980	604,812		

Item #	Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established	Comments
12-213	June'12	Resources & Economic Development	RSA 14:30-a, VI	-	112,521	-	112,521		
		<b>Resources &amp; Economic Development Total</b>		-	2,256,498	1,213,823	3,470,321	-	1
11-226	Sept'11	Safety, Department of	RSA 14:30-a, VI	-	175,497	-	175,497		
11-251	Sept'11	Safety, Department of	RSA 14:30-a, VI	-	5,000,000	-	5,000,000		
11-252	Sept'11	Safety, Department of	RSA 14:30-a, VI	-	2,447,569	-	2,447,569		
11-253	Sept'11	Safety, Department of	RSA 14:30-a, VI	-	-	353,925	353,925		
11-254	Sept'11	Safety, Department of	RSA 14:30-a, VI	-	1,784,265	-	1,784,265		
11-271	Sept'11	Safety, Department of	RSA 14:30-a, VI	-	5,000,000	-	5,000,000		
11-272	Sept'11	Safety, Department of	RSA 14:30-a, VI	-	20,000,000	-	20,000,000		
11-299	Oct'11	Safety, Department of	RSA 14:30-a, VI	-	-	86,605	86,605		
11-333	Dec'11	Safety, Department of	RSA 14:30-a, VI	-	236,201	-	236,201	1	
11-351	Dec'11	Safety, Department of	RSA 14:30-a, VI	-	83,469	-	83,469	1	
12-003	Jan'12	Safety, Department of	RSA 14:30-a, VI	-	-	65,635	65,635		
12-004	Jan'12	Safety, Department of	RSA 14:30-a, VI	-	-	113,790	113,790		
12-021	Jan'12	Safety, Department of	RSA 14:30-a, VI	-	-	646,129	646,129		RSA 124:15 for consultants
12-024	Jan'12	Safety, Department of	RSA 14:30-a, VI	-	-	131,652	131,652		
12-034	Jan'12	Safety, Department of	RSA 14:30-a, VI	-	-	153,300	153,300		
12-035	Jan'12	Safety, Department of	RSA 14:30-a, VI	-	-	825,126	825,126		
12-036	Jan'12	Safety, Department of	RSA 14:30-a, VI	-	5,000,000	-	5,000,000		
12-059	Feb'12	Safety, Department of	RSA 14:30-a, VI	-	-	26,000	26,000		
12-078	March'12	Safety, Department of	RSA 14:30-a, VI	-	-	106,619	106,619		
12-101	April'12	Safety, Department of	RSA 14:30-a, VI	-	133,540	-	133,540		
12-104	April'12	Safety, Department of	RSA 14:30-a, VI	-	95,698	-	95,698		
12-115	April'12	Safety, Department of	RSA 14:30-a, VI	-	6,574,948	-	6,574,948		
12-184	May'12	Safety, Department of	RSA 14:30-a, VI	-	-	86,490	86,490		
		<b>Safety, Department of Total</b>		-	46,531,187	2,595,271	49,126,458	2	-
11-355	Dec'11	Transportation, Department of	RSA 14:30-a, VI	-	-	2,455,883	2,455,883		
12-133	April'12	Transportation, Department of	RSA 14:30-a, VI	-	195,660	-	195,660		
12-134	April'12	Transportation, Department of	RSA 14:30-a, VI	-	-	76,000	76,000		
12-196	June'12	Transportation, Department of	RSA 14:30-a, VI	-	-	394,317	394,317		
12-214	June'12	Transportation, Department of	RSA 14:30-a, VI	-	-	3,400,000	3,400,000		
		<b>Transportation, Department of Total</b>		-	195,660	6,326,200	6,521,860	-	-
11-332	Dec'11	Treasury, Department of	RSA 14:30-a, VI	-	-	362,132	362,132		
		<b>Treasury, Department of Total</b>		-	-	362,132	362,132	-	-
		<b>FY 2012 Total</b>		<b>100,000</b>	<b>77,240,610</b>	<b>19,022,116</b>	<b>96,362,727</b>	<b>11</b>	<b>5</b>
<b>FISCAL YEAR 2013</b>									
12-257	July'12	Adjutant General's Department	RSA 14:30-a, VI	-	2,124,500	-	2,124,500		
		<b>Adjutant General's Department Total</b>		-	2,124,500	-	2,124,500	-	-
12-300	Sept'12	Administrative Services, Department of	RSA 14:30-a, VI	-	220,250	-	220,250		
		<b>Administrative Services, Department of Total</b>		-	220,250	-	220,250	-	-
13-048	March '13	Agriculture, Department of	RSA 14:30-a, VI	-	238,572	-	238,572		
		<b>Agriculture, Department of Total</b>		-	238,572	-	238,572	-	-
12-318	Nov'12	Corrections, Department of	RSA 14:30-a, VI	-	173,306	-	173,306		
		<b>Corrections, Department of Total</b>		-	173,306	-	173,306	-	-
13-030	Feb'13	DHHS-Office of Commissioner	Chapter 224:14, II and III, Laws of 2011	-	(647,578)	13,191	(634,387)		
13-031	Feb'13	DHHS-Office of Commissioner	Chapter 224:14, II and III, Laws of 2011	-	(7,087,447)	(1,173,883)	(8,261,330)		
13-032	Feb'13	DHHS-Office of Commissioner	Chapter 224:14, II and III, Laws of 2011	-	(125,731)	34,586	(91,145)		
		<b>DHHS-Office of Commissioner Total</b>		-	(7,860,756)	(1,126,106)	(8,986,862)	-	-
12-323	Nov'12	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	308,262	-	308,262		
12-338	Nov'12	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	150,275	-	150,275		
13-013	Feb'13	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	72,573	-	72,573		
13-043	Feb'13	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2011	-	94,217	-	94,217		
13-059	March '13	DHHS-Division of Public Health Services	Chapter 224:14, II, Laws of 2012	-	560,419	-	560,419		
		<b>DHHS-Division of Public Health Services Total</b>		-	1,185,746	-	1,185,746	-	-
12-274	Nov'12	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	4,730,040	-	4,730,040		

Item #	Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established	Comments
12-322	Nov'12	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	1,752,753	-	1,752,753		
12-339	Nov'12	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	749,879	-	749,879		
12-360	Dec'12	DHHS-Division of Community Based Care	Chapter 224:14, II, Laws of 2011	-	784,428	-	784,428		
		<b>DHHS-Division of Community Based Care Total</b>		-	8,017,100	-	8,017,100	-	-
13-029	Feb'13	DHHS-Division of Family Assistance	Chapter 224:14, II, Laws of 2011	-	4,500,000	-	4,500,000		
		<b>DHHS-Division of Family Assistance Total</b>		-	4,500,000	-	4,500,000	-	-
13-028	Feb'13	DHHS-Bureau of Elderly and Adult Services	Chapter 224:14, II, Laws of 2011	-	293,169	-	293,169		
12-243	June'12	DHHS-Bureau of Elderly and Adult Services	Chapter 224:14, II, Laws of 2011	-	15,150,272	15,147,243	30,297,514		
		<b>DHHS-Bureau of Elderly and Adult Services Total</b>		-	15,443,441	15,147,243	30,590,683	-	-
13-004	Feb'13	DHHS-Office of Human Services	Chapter 224:14, II, Laws of 2011	100,000	-	-	100,000		
13-057	March '13	DHHS-Office of Human Services	Chapter 224:14, II, Laws of 2012	-	887,687	-	887,687		
		<b>DHHS-Office of Human Services Total</b>		100,000	-	-	987,687	-	-
12-275	Sept'12	DHHS-Office of Medicaid Business and Policy	Chapter 224:14, II, Laws of 2011	-	17,639,826	-	17,639,826		
12-301	Sept'12	DHHS-Office of Medicaid Business and Policy	Chapter 224:14, II, Laws of 2011	-	-	651,707	651,707		
13-058	March '13	DHHS-Office of Medicaid Business and Policy	Chapter 224:14, II, Laws of 2012	-	118,204	-	118,204		
13-060	March '13	DHHS-Office of Medicaid Business and Policy	Chapter 224:14, II, Laws of 2013	-	9,745,766	-	9,745,766		
		<b>DHHS-Office of Medicaid Business and Policy Total</b>		-	27,503,796	651,707	28,155,503	-	-
12-297	Sept'12	Education, Department of	RSA 14:30-a, VI	-	1,540,973	-	1,540,973	1	
		<b>Education, Department of Total</b>		-	1,540,973	-	1,540,973	1	
12-326	Nov'12	Environmental Services, Department of	RSA 14:30-a, VI	-	485,719	-	485,719		
12-365	Dec'12	Environmental Services, Department of	RSA 14:30-a, VI	-	-	2,000,000	2,000,000		
13-001	Feb'13	Environmental Services, Department of	RSA 14:30-a, VI	-	-	750,000	750,000		
13-008	Feb'13	Environmental Services, Department of	RSA 14:30-a, VI	-	875,877	-	875,877		
		<b>Environmental Services, Department of Total</b>		-	1,361,596	2,750,000	4,111,596	-	-
13-009	Feb'13	Information Technology, Department of	RSA 14:30-a, VI	-	-	220,200	220,200		Establish consultant positions in class 46.
13-042	Feb'13	Information Technology, Department of	RSA 14:30-a, VI	-	-	295,000	295,000		Establish consultant positions in class 46.
13-054	March '13	Information Technology, Department of	RSA 14:30-a, VI; RSA 124:15	-	-	958,950	958,950		Two actions: 1 accept and expend \$958,950, 2 establish consultant positions in class 46.
		<b>Information Technology, Department of Total</b>		-	-	1,474,150	1,474,150	-	-
13-075	March '13	Insurance Department	RSA 14:3-a, VI	-	409,690	-	409,690	1	
		<b>Insurance Department Total</b>		-	409,690	-	409,690	1	
12-251	July'12	Justice, Department of	RSA 14:30-a, VI	-	-	103,480	103,480	1	
12-320	Nov'12	Justice, Department of	RSA 14:30-a, VI	-	129,580	-	129,580		
12-284	Sept'12	Justice, Department of	RSA 14:30-a, VI	-	300,000	-	300,000		
		<b>Justice, Department of Total</b>		-	429,580	103,480	533,060	1	
12-250	Sept'12	Resources & Economic Development	RSA 14:30-a, VI	-	2,260,000	-	2,260,000		
12-299	Sept'12	Resources & Economic Development	RSA 14:30-a, VI	-	60,092	-	60,092		
12-330	Nov'12	Resources & Economic Development	RSA 14:30-a, VI	-	338,857	-	338,857		
		<b>Resources &amp; Economic Development Total</b>		-	2,658,949	-	2,658,949	-	-
12-236	July'12	Safety, Department of	RSA 14:30-a, VI	-	6,000,000	-	6,000,000		
12-246	July'12	Safety, Department of	RSA 14:30-a, VI	-	-	60,514	60,514		
12-272	Sept'12	Safety, Department of	RSA 14:30-a, VI	-	465,212	-	465,212		
12-294	Sept'12	Safety, Department of	RSA 14:30-a, VI	-	-	146,306	146,306		
12-311	Nov'12	Safety, Department of	RSA 14:30-a, VI	-	-	454,500	454,500		
12-329	Nov'12	Safety, Department of	RSA 14:30-a, VI	-	-	331,048	331,048		Establish consultant positions in class 46.

ADDITIONAL REVENUES - BIENNIUM ENDING JUNE 30, 2013  
Fiscal Committee Approvals Through Meeting of 03/08/13

Item #	Meeting	Department	Chapter / RSA Reference	General	Federal	Other	Total	Positions Established	Comments
12-366	Dec'12	Safety, Department of	RSA 14:30-a, VI	-	5,000,000	-	5,000,000		
13-003	Feb'13	Safety, Department of	RSA 14:30-a, VI	-	-	156,000	156,000		
13-011	Feb'13	Safety, Department of	RSA 14:30-a, VI	-	152,653	-	152,653		Two actions: 1 decrease by \$88 and 2 was accept \$152,741, netting to 152,653
13-052	March '13	Safety, Department of	RSA 14:30-a, VI	-	-	129,450	129,450		Accept and expend a sub-grant from the NH Department of Justice.
13-053	March '13	Safety, Department of	RSA 14:30-a, VI; RSA 21-P:43	-	2,210,557	-	2,210,557		Two actions: accept and expend \$2,210,557 from FEMA; and enter into a grant agreement for \$554,102 with the town of Conway for implementation of projects identified through the evaluation of natural hazards.
13-076	March '13	Safety, Department of	RSA 14:3-a VI; RSA 21-P:12-b II(g)	-	-	166,412	166,412		Three actions: 1 accept and expend \$166,412 for the expansion of TEMSIS; 2 increase contract amount by \$209,740; 3 make advance payment of
<b>Safety, Department of Total</b>				-	13,828,422	1,277,818	15,272,652	-	-
12-237	July'12	Transportation, Department of	RSA 14:30-a, VI	-	20,000,000	31,313,921	51,313,921		
12-241	July'12	Transportation, Department of	RSA 14:30-a, VI	-	-	2,025,000	2,025,000		
12-247	July'12	Transportation, Department of	RSA 14:30-a, VI	-	-	73,823	73,823	-	1
12-307	Nov'12	Transportation, Department of	RSA 14:30-a, VI	-	-	169,500	169,500	-	-
12-327	Nov'12	Transportation, Department of	RSA 14:30-a, VI	-	1,266,067	-	1,266,067	-	-
13-041	Feb'13	Transportation, Department of	RSA 14:30-a, VI	-	-	250,000	250,000	-	-
13-046	Feb'13	Transportation, Department of	RSA 14:30-a, VI	-	4,650,000	-	4,650,000	-	-
13-078	March '13	Transportation, Department of	RSA 14:30-a, VI	-	19,266	-	19,266		
13-056	March '14	Transportation, Department of	RSA 14:30-a, VI	-	-	346,497	346,497		
<b>Transportation, Department of Total</b>				-	25,935,333	34,178,741	60,114,074	-	1
<b>FY 2013 Total</b>				100,000	98,598,185	54,623,445	152,955,867	2	2
<b>Biennium Totals</b>				200,000	175,838,795	73,645,561	249,318,593	13	7

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AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 03/08/13

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
<b>FISCAL YEAR 2009</b>											
09-124	April'09	Education, Department of	RSA 14:30-a, VI	50,000	-	50,000		-	-		-
09-130	April'09	Education, Department of	RSA 14:30-a, VI	50,000	-	50,000		-	-		-
09-131	April'09	Education, Department of	RSA 14:30-a, VI	1,000,000	-	1,000,000		-	-		-
09-135	April'09	Education, Department of	RSA 14:30-a, VI	1,001,406	-	1,001,406		-	1	12/31/2011	1,001
09-187	May'09	Education, Department of	RSA 14:30-a, VI	50,000	-	50,000		-	-		-
09-188	May'09	Education, Department of	RSA 14:30-a, VI	-	224,945	224,945	funds received from Labor-Workforce Opportunity Council	1	1	6/30/2011	-
		<b>Education, Department of Total</b>		<b>2,151,406</b>	<b>224,945</b>	<b>2,376,351</b>		<b>1</b>	<b>2</b>		<b>1,001</b>
09-230	Jun'09	Employment Security, Office of	RSA 14:30-a, VI	2,242,944	-	2,242,944	FIS 11-088 reallocates funds; FIS 10-159 extended position end dates from 6/30/10 to 6/30/11	6	-	6/30/2011	2,243
09-231	Jun'09	Employment Security, Office of	RSA 14:30-a, VI	1,617,171	-	1,617,171	FIS 10-160 extended position end dates from 6/30/10 to 9/30/10	14	9	9/30/2010	1,617
		<b>Employment Security, Office of Total</b>		<b>3,860,115</b>	<b>-</b>	<b>3,860,115</b>		<b>20</b>	<b>9</b>		<b>3,860</b>
09-095	April'09	Environmental Services, Department of	RSA 14:30-a, VI	1,730,000	-	1,730,000		-	-		1,730
09-162	May'09	Environmental Services, Department of	RSA 14:30-a, VI	1,286,000	-	1,286,000	FIS 11-120 reallocates funds	-	-		1,286
09-184	May'09	Environmental Services, Department of	RSA 14:30-a, VI	395,600	-	395,600		-	-		395
09-198	Jun'09	Environmental Services, Department of	RSA 14:30-a, VI	39,163,900	-	39,163,900	reallocates funds	-	3	12/31/2013	39,164
09-199	Jun'09	Environmental Services, Department of	RSA 14:30-a, VI	19,500,000	-	19,500,000	FIS 11-009 reallocates \$136,786 for better utilization of funds, FIS 12-100 reallocates \$14,700 for better utilization of funds	-	2	10/1/2015	19,500
		<b>Environmental Services, Department of Total</b>		<b>62,075,500</b>	<b>-</b>	<b>62,075,500</b>		<b>-</b>	<b>5</b>		<b>62,075</b>
09-148	May'09	DHHS-Division for Children, Youth & Families	Ch 263:28,II, L'07	1,201,200	-	1,201,200		-	-		1,200
09-185	May'09	DHHS-Division for Children, Youth & Families	Ch 263:28,II, L'07	2,236,379	-	2,236,379		-	-		2,234
		<b>DHHS-Division for Children, Youth &amp; Families Total</b>		<b>3,437,579</b>	<b>-</b>	<b>3,437,579</b>		<b>-</b>	<b>-</b>		<b>3,434</b>
09-139	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	634,394	-	634,394		-	-		634
09-140	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	452,034	-	452,034		-	-		452
09-145	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	282,159	-	282,159		-	-		282
09-146	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	6,584,636	-	6,584,636		-	-		6,585
09-147	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	433,645	-	433,645		-	-		434
09-186	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	4,270,736	-	4,270,736		-	-		4,271
09-193	May'09	DHHS-Division of Community-Based Care	Ch 263:28,II, L'07	20,613,070	-	20,613,070		-	-		19,540
		<b>DHHS-Division of Community-Based Care Total</b>		<b>33,270,674</b>	<b>-</b>	<b>33,270,674</b>		<b>-</b>	<b>-</b>		<b>32,197</b>
09-189	May'09	DHHS-Medicaid and Business Policy	Ch 263:28,II, L'07	16,068,204	-	16,068,204		-	-		16,054
09-190	May'09	DHHS-Medicaid and Business Policy	Ch 263:28,II, L'07	4,308,123	-	4,308,123		-	-		4,304

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AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
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Fiscal Committee Approvals Through Meeting of 03/08/13

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
09-181	May'09	DHHS-Medicaid and Business Policy	Ch 263:28,II, L'07	111,277	-	111,277		-	-		111
		DHHS-Medicaid and Business Policy Total		20,487,604	-	20,487,604		-	-		20,469
09-111	April'09	Labor, Department of	RSA 14:30-a, VI	925,806	-	925,806		-	-		926
09-112	April'09	Labor, Department of	RSA 14:30-a, VI	1,876,488	-	1,876,488		-	-		1,876
09-113	April'09	Labor, Department of	RSA 14:30-a, VI	2,188,517	-	2,188,517		-	-		2,188
09-114	April'09	Labor, Department of	RSA 14:30-a, VI	101,044	-	101,044		-	-		101
		Labor, Department of Total		5,091,855	-	5,091,855		-	-		5,091
09-240	Jun'09	Office of Economic Stimulus	RSA 14:30-a, VI	15,700,000	-	15,700,000		5	-	9/30/2011	15,700
09-353	Oct'09	Office of Economic Stimulus	RSA 14:30-a, VI	18,366,514	-	18,366,514		-	-		-
		Office of Economic Stimulus Total		34,066,514	-	34,066,514		5	-		15,700
09-088	March'09	Office of Energy & Planning	RSA 14:30-a, VI	23,218,594	-	23,218,594	FIS 12-254 reallocates \$431,550 between class lines	-	-		23,219
09-182	May'09	Office of Energy & Planning	RSA 14:30-a, VI	47,232	-	47,232		2	-	4/30/2012	47
10-204	Jun'10	Office of Energy & Planning	RSA 14:30-a, VI	(18,022,101)	-	(18,022,101)		-	-		(21,260)
		Office of Energy & Planning Total		5,243,725	-	5,243,725		2	-		2,006
09-089 & 09-277	March'09 & Aug'09	Transportation, Department of	RSA 14:30-a, VI	135,740,556	-	135,740,556	FIS 12-195 extends end date of FIS 09-089 from 2/17/12 to 9/30/15; FIS 12-238 moves \$150 from class 72 to class 60	-	-		135,744
09-151	May'09	Transportation, Department of	RSA 14:30-a, VI	1,000,000	-	1,000,000		-	-		-
09-163	May'09	Transportation, Department of	RSA 14:30-a, VI	4,600,000	-	4,600,000		-	-		-
		Transportation, Department of Total		141,340,556	-	141,340,556		-	-		135,744
		<b>FY 2009 Total</b>		<b>\$ 311,025,528</b>	<b>\$ 224,945</b>	<b>\$ 311,250,473</b>		<b>28</b>	<b>16</b>		<b>\$ 281,578</b>
<b>FISCAL YEAR 2010</b>											
09-229	Jun'09	Adjutant General	RSA 14:30-a, VI	5,081,000	-	5,081,000		-	-		5,076
		Adjutant General Total		5,081,000	-	5,081,000		-	-		5,076
09-222	Jun'09	Administrative Services, Department of	RSA 14:30-a, VI	-	215,264	215,264	funds received from Office of Energy & Planning	3	-	4/30/2012	-
09-261	Aug'09	Administrative Services, Department of	RSA 14:30-a, VI	68,405	-	68,405		-	-		-
10-003	Jan'10	Administrative Services, Department of	RSA 14:30-a, VI	67,766	-	67,766		-	-		68
10-046	Feb'10	Administrative Services, Department of	RSA 14:30-a, VI	-	5,387	5,387	funds received from Office of Energy & Planning	-	1	6/30/2011	-
		Administrative Services, Department of Total		136,171	220,651	356,822		-	-		68
09-223	Jun'09	Cultural Resources, Department of	RSA 14:30-a, VI	255,108	-	255,108		-	-		255
		Cultural Resources, Department of Total		255,108	-	255,108		-	-		255
09-124	April'09	Education, Department of	RSA 14:30-a, VI	165,765	-	165,765		-	-		-
09-130	April'09	Education, Department of	RSA 14:30-a, VI	708,156	-	708,156		-	-		-

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
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Fiscal Committee Approvals Through Meeting of 03/08/13

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
09-131	April'09	Education, Department of	RSA 14:30-a, VI	21,730,633	-	21,730,633		-	-		-
09-135	April'09	Education, Department of	RSA 14:30-a, VI	14,472,421	-	14,472,421		-	-		14,472
09-187	May'09	Education, Department of	RSA 14:30-a, VI	125,000	-	125,000		-	-		-
09-188	May'09	Education, Department of	RSA 14:30-a, VI	-	1,153,958	1,153,958	funds received from Labor-Workforce Opportunity Council	-	-		-
09-266	Aug'09	Education, Department of	RSA 14:30-a, VI	37,382	-	37,382		-	-		37
09-267	Aug'09	Education, Department of	RSA 14:30-a, VI	85,020	-	85,020		-	-		85
09-330	Oct'09	Education, Department of	RSA 14:30-a, VI	673,359	-	673,359		-	-		673
10-004	Jan'10	Education, Department of	RSA 14:30-a, VI	2,124,026	-	2,124,026	FIS 12-068 transfers funds between class lines, extends end date for fund use and positions, also decreases audit setaside by \$400. FIS 12-296 moves \$361	1	1	12/31/2011, FIS 12-068 changed end date to 6/30/12	1,724
Education, Department of Total				40,121,762	1,153,958	41,275,720					16,992
10-154	May'10	Employment Security, Office of	RSA 14:30-a, VI	217,500	-	217,500	funds received through State of Vermont (accepted as Federal Funds); funds will support portion of two existing positions in addition to two new positions. FIS 11-316 extends positions, accepts additional funds for FY 2012 (see below) and transfers between classes.	2	-	12/31/2011	218
Employment Security, Office of Total				217,500	-	217,500					218
09-245	Jul'09	Environmental Services, Department of	RSA 14:30-a, VI	500,000	-	500,000		-	-		500
09-312	Sept'09	Environmental Services, Department of	RSA 14:30-a, VI	1,800,000	-	1,800,000	FIS 12-055 transfers \$38,000 between class lines	-	-		-
09-313	Sept'09	Environmental Services, Department of	RSA 14:30-a, VI	2,523,000	-	2,523,000		-	-		-
10-111	April'10	Environmental Services, Department of	RSA 14:30-a, VI	-	400,000	400,000	funds received from Office of Energy & Planning	-	-		-

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Item #	Meeting	Department	Chapter / RSA	Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
									Full-Time	Part-Time		
10-114	April'10	Environmental Services, Department of	RSA 14:30-a, VI		-	-	-	reallocation of ARRA funds accepted in FY 2009 (09-184)	-	-		214
10-196	Jun'10	Environmental Services, Department of	RSA 14:30-a, VI		127,394	-	127,394		-	-		127
		Environmental Services, Department of Total			4,950,394	400,000	5,350,394					841
10-164	May'10	DHHS-Division of Behavioral Health	Ch 144:39,II, L'09		120,696	-	120,696	item also includes additional \$521,338 of other federal funds, and increases audit fund set-aside by \$642.	-	-		-
		DHHS-Division of Behavioral Health Total			120,696	-	120,696					-
09-243	Aug'09	DHHS-Division for Children, Youth & Families	Ch 144:39,II, L'09		3,624,621	-	3,624,621		-	-		1,623
10-099	April'10	DHHS-Division for Children, Youth & Families	Ch 144:39,II, L'09		110,165	-	110,165	item also includes additional \$110 of federal funds for audit fund set-aside	-	-		-
		DHHS-Division for Children, Youth & Families Total			3,734,786	-	3,734,786					1,623
09-241	Jul'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		2,306,161	-	2,306,161		-	-		2,306
09-251	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		9,203,266	-	9,203,266	item also includes additional \$9,212 of federal funds for audit fund set-aside	-	-		-
09-252	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		430,735	-	430,735		-	-		431
09-253	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		21,357,094	-	21,357,094		-	-		18,473
09-253	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		28,070,516	-	28,070,516		-	-		28,042
09-254	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		17,073,509	-	17,073,509	item also includes additional \$17,074 of federal funds for audit fund set-aside	-	-		-
09-255	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		1,719,042	-	1,719,042	item also includes additional \$1,721 of federal funds for audit fund set-aside	-	-		-
09-256	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		546,892	-	546,892	item also includes additional \$547 of federal funds for audit fund set-aside	-	-		-
09-257	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09		948,874	-	948,874	item also includes additional \$959 of federal funds for audit fund set-aside	-	-		-



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								Full-Time	Part-Time		
09-297	Sept'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	4,687,400	-	4,687,400	item also includes additional \$4,692 of federal funds for audit fund set-aside	-	-		-
09-298	Sept'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	1,946,832	-	1,946,832	item also includes additional \$1,949 of federal funds for audit fund set-aside	-	-		-
09-326	Sept'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	700,700	-	700,700		-	-		700
09-394	Dec'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	1,001,000	-	1,001,000		-	-		1,000
10-093	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	197,460	-	197,460	item also includes additional \$198 of federal funds for audit fund set-aside	-	-		-
10-094	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	498,521	-	498,521	item also includes additional \$499 of federal funds for audit fund set-aside	-	-		-
10-102	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	5,861,751	-	5,861,751	item also includes additional \$707,868 of other federal funds, and increases audit fund set-aside by \$6,196.	-	-		-
10-103	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	3,427,217	-	3,427,217	item also includes additional \$3,427,217 of other federal funds, and increases audit fund set-aside by \$3,539.	-	-		-
10-104	April'10	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	1,363,092	-	1,363,092	item also includes additional \$1,365,819 of other federal funds, and increases audit fund set-aside by \$2,727.	-	-		-
		<b>DHHS-Division of Community-Based Care Total</b>		<b>101,340,062</b>	<b>-</b>	<b>101,340,062</b>					<b>50,952</b>
09-244	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II, L'09	3,762,500	-	3,762,500		-	-		3,763
09-294	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II, L'09	588,478	-	588,478		-	-		-
10-127	May'10	DHHS-Division of Family Assistance	Ch 144:39,II, L'09	3,654	-	3,654		-	-		2
		<b>DHHS-Division of Family Assistance Total</b>		<b>4,354,632</b>	<b>-</b>	<b>4,354,632</b>					<b>3,765</b>
09-258	Aug'09	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09	40,058,742	-	40,058,742		-	-		40,019
10-058	Feb'10	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09	282,368	-	282,368		-	-		-

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								Full-Time	Part-Time		
10-115	April'10	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09	6,259,499	-	6,259,499	Item also includes additional \$6,262,405 of other federal funds, and increases audit fund set-aside by \$7,711.	-	-		4,805
10-165	May'10	DHHS-Medicaid Business and Policy	Ch 144:39,II, L'09	110,891	-	110,891	Item also includes \$479,039 of other federal funds, and increases audit fund set-aside by \$648.	-	-		-
		<b>DHHS-Medicaid Business and Policy Total</b>		<b>46,711,499</b>	<b>-</b>	<b>46,711,499</b>					<b>44,824</b>
10-090	Mar'10	DHHS-Office of Improvement, Integrity, & Info.	Ch 144:39,II, L'09	182,379	-	182,379		-	-		182
		<b>DHHS-Office of Improvement, Integrity, &amp; Info. Total</b>		<b>182,379</b>	<b>-</b>	<b>182,379</b>					<b>182</b>
09-315	Sept'09	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	320,414	-	320,414		-	1	12/31/2011	320
09-325	Sept'09	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	257,785	-	257,785		-	-		258
10-092	April'10	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	121,778	-	121,778		-	-		123
10-128	May'10	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	1,125	-	1,125		-	-		1
		<b>DHHS-Division of Public Health Services Total</b>		<b>701,102</b>	<b>-</b>	<b>701,102</b>					<b>702</b>
09-262	Aug'09	Information Technology, Department of	RSA 14:30-a, VI	-	50,800	50,800	funds received from Office of Economic Stimulus; FIS 11-028 extends effective date from 6/30/11 to 9/30/11	-	-		-
		<b>Information Technology, Department of Total</b>		<b>-</b>	<b>50,800</b>	<b>50,800</b>					<b>-</b>
09-225	Jun'09	Justice, Department of	RSA 14:30-a, VI	366,780	-	366,780		-	-		366
09-226	Jun'09	Justice, Department of	RSA 14:30-a, VI	60,301	-	60,301		-	-		60
09-227	Jun'09	Justice, Department of	RSA 14:30-a, VI	2,396,463	-	2,396,463	FIS 12-215 extends end date from 2/28/13 to 6/30/13	3	-	6/30/2012	2,395
09-228	Jun'09	Justice, Department of	RSA 14:30-a, VI	704,906	-	704,906		-	-		704
10-038	Feb'10	Justice, Department of	RSA 14:30-a, VI	98,000	-	98,000	FIS 11-111 extends end date to April 30, 2012	-	1	4/30/2012	-
		<b>Justice, Department of Total</b>		<b>3,626,450</b>	<b>-</b>	<b>3,626,450</b>					<b>3,525</b>
09-111	April'09	Labor, Department of	RSA 14:30-a, VI	154,300	-	154,300		-	-		154
09-112	April'09	Labor, Department of	RSA 14:30-a, VI	312,748	-	312,748		-	-		313
09-113	April'09	Labor, Department of	RSA 14:30-a, VI	364,754	-	364,754		-	-		365
09-114	April'09	Labor, Department of	RSA 14:30-a, VI	25,262	-	25,262		-	-		25
09-308	Sept'09	Labor, Department of	RSA 14:30-a, VI	558,591	-	558,591		-	-		558
		<b>Labor, Department of Total</b>		<b>1,415,655</b>	<b>-</b>	<b>1,415,655</b>					<b>1,416</b>
09-240	Jun'09	Office of Economic Stimulus	RSA 14:30-a, VI	10,422,000	-	10,422,000		-	-		10,422

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								Full-Time	Part-Time		
09-353	Oct'09	Office of Economic Stimulus	RSA 14:30-a, VI	(8,855,523)	-	(8,855,523)	reallocation of ARRA funds in this item includes an increase of \$500,000 in class 102 for auditing services in addition to audit fund set-aside amounts.	-	-		9,510
10-062	Feb'10	Office of Economic Stimulus	RSA 14:30-a, VI	(68,890)	-	(68,890)		2	-	9/30/2011	
		<b>Office of Economic Stimulus Total</b>		<b>1,497,587</b>	<b>-</b>	<b>1,497,587</b>					<b>19,932</b>
09-182	May'09	Office of Energy & Planning	RSA 14:30-a, VI	24,764,937	-	24,764,937		-	-		24,765
09-345	Oct'09	Office of Energy & Planning	RSA 14:30-a, VI	9,238,636	-	9,238,636	FIS 11-308 transfers \$4,865 between class lines	-	-		9,239
09-346	Oct'09	Office of Energy & Planning	RSA 14:30-a, VI	71,066	-	71,066		1	-	8/14/2012	71
09-384	Dec'09	Office of Energy & Planning	RSA 14:30-a, VI	1,251,817	-	1,251,817		-	-		1,252
10-203	Jun'10	Office of Energy & Planning	RSA 14:30-a, VI	6,459	-	6,459		1	-	5/31/2013	6
10-204	Jun'10	Office of Energy & Planning	RSA 14:30-a, VI	11,696,202	-	11,696,202		-	-		14,114
		<b>Office of Energy &amp; Planning Total</b>		<b>47,029,117</b>	<b>-</b>	<b>47,029,117</b>					<b>49,447</b>
09-389	Dec'09	Public Utilities Commission	RSA 14:30-a, VI	195,487	-	195,487		3	-	12/31/2012	195
10-112	April'10	Public Utilities Commission	RSA 14:30-a, VI	-	280,000	280,000	funds received from Office of Energy & Planning, FIS 12-057 transfers funds between class lines	-	-		280
10-144	May'10	Public Utilities Commission	RSA 14:30-a, VI	-	30,000	30,000	funds received from Office of Energy & Planning	-	-		30
10-145	May'10	Public Utilities Commission	RSA 14:30-a, VI	(77,401)	-	(77,401)		-	-		(77)
11-089	March'11	Public Utilities Commission	RSA 14:30-a, VI	(7,227)	-	(7,227)					
		<b>Public Utilities Commission Total</b>		<b>110,859</b>	<b>310,000</b>	<b>420,859</b>					<b>428</b>
09-318	Sept'09	Resources & Economic Development	RSA 14:30-a, VI	-	250,000	250,000	funds received from the Office of Economic Stimulus; FIS 12-123 reallocates \$26,000 for best utilization of funds	1	-	6/30/2012	-
09-354	Oct'09	Resources & Economic Development	RSA 14:30-a, VI	-	70,874	70,874	funds received from the Office of Economic Stimulus	1	-	9/30/2010	-
		<b>Resources &amp; Economic Development Total</b>		<b>-</b>	<b>320,874</b>	<b>320,874</b>					<b>-</b>
09-290	Aug'09	Safety, Department of	RSA 14:30-a, VI	-	69,755	69,755	funds received	1	-	6/30/2012	-

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								Full-Time	Part-Time		
09-342	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	244,033	244,033	funds received from the Department of Justice; FIS 12-167 extends end date for grant and the 2 positions approved in original item	2	-	6/30/2012	-
09-347	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	87,362	87,362	funds received from the Office of Economic Stimulus; extends the end date for grant and for position approved in original item.	1	-	6/30/2012	-
		<b>Safety, Department of Total</b>		-	401,150	401,150					-
09-371	Dec'09	Transportation, Department of	RSA 14:30-a, VI	310,070	-	310,070		-	-		-
10-121	April'10	Transportation, Department of	RSA 14:30-a, VI	1,304,433	-	1,304,433		-	-		-
		<b>Transportation, Department of Total</b>		1,614,503	-	1,614,503					-
10-010	Jan'10	Treasury Department	RSA 14:30-a, VI	400,000	-	400,000		-	-		-
		<b>Treasury Department Total</b>		400,000	-	400,000					-
		<b>FY 2010 Total</b>		<b>\$ 263,601,262</b>	<b>\$ 2,857,433</b>	<b>\$ 266,458,695</b>		<b>22</b>	<b>4</b>		<b>\$ 200,246</b>
<b>FISCAL YEAR 2011</b>											
09-222	Jun'09	Administrative Services, Department of	RSA 14:30-a, VI	-	220,205	220,205	funds received from Office of Energy & Planning	-	-		-
10-046	Feb'10	Administrative Services, Department of	RSA 14:30-a, VI	-	4,786	4,786	funds received from Office of Energy & Planning	-	-		-
10-300	Oct'10	Administrative Services, Department of	RSA 14:30-a, VI	82,124	-	82,124		-	-		-
		<b>Administrative Services, Department of Total</b>		82,124	224,991	307,115		-	-		-
09-223	Jun'09	Cultural Resources, Department of	RSA 14:30-a, VI	37,992	-	37,992		-	-		38
		<b>Cultural Resources, Department of Total</b>		37,992	-	37,992		-	-		38
09-241	Jul'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	2,306,161	-	2,306,161		-	-		2,306
09-252	Aug'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	54,265	-	54,265		-	-		54
09-326	Sept'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	1,697,594	-	1,697,594		-	-		1,698
09-394	Dec'09	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	(1,001,000)	-	(1,001,000)		-	-		(1,000)
11-092	March'11	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	2,890,497	-	2,890,497	the non-arra feder	-	-		-
11-100	March'11	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	8,761,984	-	8,761,984		-	-		8,762
11-101	March'11	DHHS-Division of Community-Based Care	Ch 144:39,II, L'09	17,439,803	-	17,439,803		-	-		17,440

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									Full-Time	Part-Time		
11-125	March'11	DHHS-Division of Community-Based Care	Ch 144:39,II,	L'09	1,901,509	-	1,901,509	Item included non ARRA federal funds that are accounted for on additional revenues	-	-		-
		<b>DHHS-Division of Community-Based Care Total</b>			<b>34,050,813</b>	<b>-</b>	<b>34,050,813</b>		<b>-</b>	<b>-</b>		<b>29,260</b>
11-036	Jan'11	DHHS-Bureau of Elderly and Adult Services	Ch 144:39,II,	L'09	17,241,609	-	17,241,609		-	-		17,224
11-036	Jan'11	DHHS-Bureau of Elderly and Adult Services	Ch 144:39,II,	L'09	26,398,707	-	26,398,707		-	-		26,372
11-191	June'11	DHHS-Bureau of Elderly and Adult Services	Ch 144:39,II,	L'09	696,933	-	696,933		-	-		697
		<b>DHHS-Bureau of Elderly and Adult Services Total</b>			<b>44,337,248</b>	<b>-</b>	<b>44,337,248</b>		<b>-</b>	<b>-</b>		<b>44,293</b>
09-244	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II,	L'09	1,237,500	-	1,237,500		-	-		1,238
09-294	Aug'09	DHHS-Division of Family Assistance	Ch 144:39,II,	L'09	115,404	-	115,404		-	-		-
10-247	Sept'10	DHHS-Division of Family Assistance	Ch 144:39,II,	L'09	3,763	-	3,763		-	-		-
		<b>DHHS-Division of Family Assistance Total</b>			<b>1,356,667</b>	<b>-</b>	<b>1,356,667</b>		<b>-</b>	<b>-</b>		<b>1,238</b>
		DHHS-Division for Children, Youth & Families	Ch 144:39,II,	L'09	664,277	-	664,277		-	-		-
11-035	Jan'11	DHHS-Division for Children, Youth & Families	Ch 144:39,II,	L'09	2,542,054	-	2,542,054		-	-		2,543
11-171	June'11	DHHS-Division for Children, Youth & Families	Ch 144:39,II,	L'09	2,472,621	-	2,472,621		-	-		2,543
		<b>DHHS-Division for Children, Youth &amp; Families Total</b>			<b>5,678,952</b>	<b>-</b>	<b>5,678,952</b>		<b>-</b>	<b>-</b>		<b>5,086</b>
10-090	Mar'10	DHHS-Office of Improvement, Integrity, & Info.	Ch 144:39,II,	L'09	2,423,494	-	2,423,494		-	-		2,423
		<b>DHHS-Office of Improvement, Integrity, &amp; Info. Total</b>			<b>2,423,494</b>	<b>-</b>	<b>2,423,494</b>		<b>-</b>	<b>-</b>		<b>2,423</b>
09-315	Sept'09	DHHS-Division of Public Health Services	Ch 144:39,II,	L'09	341,595	-	341,595		-	-		341
09-325	Sept'09	DHHS-Division of Public Health Services	Ch 144:39,II,	L'09	345,818	-	345,818		-	-		346
10-092	April'10	DHHS-Division of Public Health Services	Ch 144:39,II,	L'09	536,704	-	536,704		-	-		536
10-128	May'10	DHHS-Division of Public Health Services	Ch 144:39,II,	L'09	98,038	-	98,038		-	-		98
		<b>DHHS-Division of Public Health Services Total</b>			<b>1,322,155</b>	<b>-</b>	<b>1,322,155</b>		<b>-</b>	<b>-</b>		<b>1,321</b>
10-287	Oct'10	DHHS-Medicaid Business and Policy	Ch 144:39,II,	L'09	212,493	-	212,493		-	-		212
10-345	Nov'10	DHHS-Medicaid Business and Policy	Ch 144:39,II,	L'09 Ch 144:212,	10,395,814	-	10,395,814	Uncompensated Care Fund "DSH"	-	-		10,396
11-074	Feb'11	DHHS-Medicaid Business and Policy	Ch 144:39,II,	L'09	36,614,605	-	36,614,605		-	-		36,578
		<b>DHHS-Medicaid Business and Policy Total</b>			<b>47,222,912</b>	<b>-</b>	<b>47,222,912</b>		<b>-</b>	<b>-</b>		<b>47,186</b>
09-130	April'09	Education, Department of	RSA 14:30-a,	VI	50,000	-	50,000		-	-		-
09-131	April'09	Education, Department of	RSA 14:30-a,	VI	1,000,000	-	1,000,000		-	-		-
09-187	May'09	Education, Department of	RSA 14:30-a,	VI	15,310	-	15,310		-	-		-
09-188	May'09	Education, Department of	RSA 14:30-a,	VI	-	1,016,418	1,016,418	funds received from Labor-Workforce Opportunity Council	-	-		-
09-266	Aug'09	Education, Department of	RSA 14:30-a,	VI	42,713	-	42,713		-	-		43
09-267	Aug'09	Education, Department of	RSA 14:30-a,	VI	121,457	-	121,457		-	-		122
09-330	Oct'09	Education, Department of	RSA 14:30-a,	VI	977,008	-	977,008		-	-		976
10-004	Jan'10	Education, Department of	RSA 14:30-a,	VI	1,085,349	-	1,085,349		-	-		3,209
10-202	Jun'10	Education, Department of	RSA 14:30-a,	VI	15,473,827	-	15,473,827	FIS 12-026 transfers \$49,811 between class lines; FIS 12-306 extends end date	1	-	9/30/2011	15,474

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 03/08/13

Item #	Meeting	Department	Chapter / RSA	Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
									Full-Time	Part-Time		
10-237	Jul'10	Education, Department of	RSA 14:30-a, VI		2,645,093	-	2,645,093	FIS 12-283 transfers \$4552 between class lines and extends end date to 6/30/13	2	-	6/30/2012	2,645
11-086	March'11	Education, Department of	RSA 14:30-a, VI		808,155	-	808,155		-	-		-
11-087	March'11	Education, Department of	RSA 14:30-a, VI		23,730,632	-	23,730,632		-	-		-
		<b>Education, Department of Total</b>			45,949,544	1,016,418	46,965,962		3	-		22,469
11-141	May'11	Employment Security, Department of	RSA 14:30-a, VI		-	561,450	561,450	funds received from DRED	-	-		561
		<b>Employment Security, Department of Total</b>			-	561,450	561,450		-	-		561
10-278	Sept'10	Environmental Services, Department of	RSA 14:30-a, VI		78,217	-	78,217		-	-		-
		<b>Environmental Services, Department of Total</b>			78,217	-	78,217		-	-		-
09-262	Aug'09	Information Technology, Department of	RSA 14:30-a, VI		-	25,000	25,000	funds received from the Office of Economic Stimulus	-	-		-
		<b>Information Technology, Department of Total</b>			-	25,000	25,000		-	-		-
09-225	Jun'09	Justice, Department of	RSA 14:30-a, VI		220,220	-	220,220		-	-		220
09-227	Jun'09	Justice, Department of	RSA 14:30-a, VI		2,089,713	-	2,089,713		-	-		2,090
09-228	Jun'09	Justice, Department of	RSA 14:30-a, VI		353,735	-	353,735	FIS 11-085 chang	-	-		354
		<b>Justice, Department of Total</b>			2,663,668	-	2,663,668		-	-		2,664
09-111	April'09	Labor, Department of	RSA 14:30-a, VI		154,300	-	154,300		-	-		154
09-112	April'09	Labor, Department of	RSA 14:30-a, VI		312,748	-	312,748		-	-		313
09-113	April'09	Labor, Department of	RSA 14:30-a, VI		364,754	-	364,754		-	-		365
		<b>Labor, Department of Total</b>			831,802	-	831,802		-	-		832
09-240	Jun'09	Office of Economic Stimulus	RSA 14:30-a, VI		10,421,276	-	10,421,276		-	-		10,420
09-353	Oct'09	Office of Economic Stimulus	RSA 14:30-a, VI		(9,510,991)	-	(9,510,991)		-	-		(9,510)
10-062	Feb'10	Office of Economic Stimulus	RSA 14:30-a, VI		68,890	-	68,890		-	-		-
		<b>Office of Economic Stimulus Total</b>			979,175	-	979,175		-	-		910
09-182	May'09	Office of Energy & Planning	RSA 14:30-a, VI		547,941	-	547,941		-	-		548
		<b>Office of Energy &amp; Planning Total</b>			547,941	-	547,941		-	-		548
09-345	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI		156,393	-	156,393		-	-		156
09-346	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI		102,883	-	102,883		-	-		103
09-384	Dec'09	Office of Energy and Planning	RSA 14:30-a, VI		5,910	-	5,910	FIS 11-140 request to move funds between class lines	-	-		6
10-203	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI		9,616,302	-	9,616,302	FIS 13-051 reallocates \$136,200 between expenditure classes and extends the completion date from 5/31/13 to 9/30/13.	-	-		9,616
10-204	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI		1,396,892	-	1,396,892		-	-		1,403

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 03/08/13

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
10-265	Sept'10	Office of Energy and Planning	RSA 14:30-a, VI	102,504	-	102,504	FIS 11-134 request to move funds between class lines; FIS 12-255 request to move funds between class lines and extend end date	-	-		-
10-280	Sept'10	Office of Energy and Planning	RSA 14:30-a, VI	-	-	-		2	-	4/30/2012	-
10-323	Nov'10	Office of Energy and Planning	RSA 14:30-a, VI	2,565,000	-	2,565,000	FIS 11-113 reallocates funds in FY 11 and FY 12; FIS 12-054 transfers between class lines and extends end date.	-	-		
<b>Office of Energy and Planning Total</b>				13,945,884	-	13,945,884		2	-		11,284
09-389	Dec'09	Public Utilities Commission	RSA 14:30-a, VI	299,603	-	299,603		-	-		300
10-112	April'10	Public Utilities Commission	RSA 14:30-a, VI	-	140,000	140,000	funds received from Office of Energy & Planning	-	-		140
10-144	May'10	Public Utilities Commission	RSA 14:30-a, VI	-	350,000	350,000	funds received from Office of Energy & Planning	-	-		350
10-145	May'10	Public Utilities Commission	RSA 14:30-a, VI	22,779	-	22,779		-	-		23
11-089	March'11	Public Utilities Commission	RSA 14:30-a, VI	(22,094)	-	(22,094)		-	-		-
<b>Public Utilities Commission Total</b>				300,288	490,000	790,288		-	-		813
09-318	Sept'09	Resources & Economic Development	RSA 14:30-a, VI	-	250,000	250,000	funds received from the Office of Economic Stimulus	-	-		-
10-266	Sept'10	Resources & Economic Development	RSA 14:30-a, VI	972,474	-	972,474		-	-		-
11-029	Jan'11	Resources & Economic Development	RSA 14:30-a, VI		71,041	71,041	funds received from UNH to support broadband director pos	1	-		-
11-141	May'11	Resources & Economic Development	RSA 14:30-a, VI	561,450	-	561,450	FIS 13-010 extends end date for both DRED and DES to March 31, 2013; FIS 13-077 extends end date to 9/30/13.	-	-		-
<b>Resources &amp; Economic Development Total</b>				1,533,924	321,041	1,854,965		1	-		-
09-290	Aug'09	Safety, Department of	RSA 14:30-a, VI	-	92,428	92,428	funds received from the Department of Justice	-	-		-

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 03/08/13

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
09-342	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	267,533	267,533	funds received from the Department of Justice	-	-		-
09-347	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	98,294	98,294	funds received from the Office of Economic Stimulus, FIS 13-023 reallocates \$29,300 of funds and accepts another \$28,815 of funds from NHDOJ	1	-		-
11-177	June'11	Safety, Department of	RSA 14:30-a, VI	-	350,691	350,691	funds received from UNH to hire 2 temp fulltime microwave techs	-	2		-
		<b>Safety, Department of Total</b>		-	808,946	808,946		1	2		-
10-121	April'10	Transportation, Department of	RSA 14:30-a, VI	3,130,638	-	3,130,638		-	-		-
11-183	June'11	Transportation, Department of	RSA 14:30-a, VI	-	5,510,875	5,510,875	funds received from UNH	-	-		-
		<b>Transportation, Department of Total</b>		-	5,510,875	5,510,875		-	-		-
10-010	Jan'10	Treasury Department	RSA 14:30-a, VI	1,600,000	-	1,600,000		-	-		-
		<b>Treasury Department Total</b>		1,600,000	-	1,600,000		-	-		-
		<b>FY 2011 Total</b>		<b>\$ 208,073,438</b>	<b>\$ 8,958,721</b>	<b>\$ 217,032,159</b>		<b>7</b>	<b>2</b>		<b>\$ 170,926</b>
<b>FISCAL YEAR 2012</b>											
09-222	Jun'09	Administrative Services, Department of	RSA 14:30-a, VI	-	192,889	192,889	funds received from Office of Energy & Planning	-	-		-
		<b>Administrative Services, Department of Total</b>		-	192,889	192,889		-	-		-
09-315	Sept'09	DHHS-Division of Public Health Services	Ch 144:39,II, L'09	75,542	-	75,542		-	-		96
		<b>DHHS-Division of Public Health Services Total</b>		75,542	-	75,542		-	-		96
11-341	Dec'11	DHHS - Office of Information Services	Chapter 224:14, II, Laws of 2011	(494,078)	-	(494,078)		-	-		-
		<b>DHHS - Office of Information Services Total</b>		(494,078)	-	(494,078)		-	-		-
09-267	Aug'09	Education, Department of	RSA 14:30-a, VI	36,436	-	36,436		-	-		36
09-330	Oct'09	Education, Department of	RSA 14:30-a, VI	273,517	-	273,517		-	-		275
10-237	Jul'10	Education, Department of	RSA 14:30-a, VI	5,943,121	-	5,943,121		-	-		5,943
11-255	Sept'11	Education, Department of	RSA 14:30-a, VI	605,624	-	605,624		-	-		-
		<b>Education, Department of Total</b>		6,858,698	-	6,858,698		-	-		6,254
	May'11	Employment Security, Department of	RSA 14:30-a, VI	-	147,000	147,000	funds received from DRED	-	-		147
11-316	Oct'11	Employment Security, Department of	RSA 14:30-a, VI	58,000	-	58,000		-	-		58
		<b>Employment Security, Department of Total</b>		58,000	147,000	205,000		-	-		205
09-227	Jun'09	Justice, Department of	RSA 14:30-a, VI	1,767,579	-	1,767,579		-	-		1,769
		<b>Justice, Department of Total</b>		1,767,579	-	1,767,579		-	-		1,769
09-182	May'09	Office of Energy & Planning	RSA 14:30-a, VI	466,891	-	466,891		-	-		467
		<b>Office of Energy &amp; Planning Total</b>		466,891	-	466,891		-	-		467
09-345	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI	158,393	-	158,393		-	-		156



AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
STIMULUS FUNDING

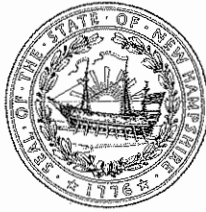
Fiscal Committee Approvals Through Meeting of 03/08/13

Item #	Meeting	Department	Chapter / RSA	Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
									Full-Time	Part-Time		
09-346	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI		121,302	-	121,302		-	-		121
09-384	Dec'09	Office of Energy and Planning	RSA 14:30-a, VI		4,273	-	4,273		-	-		4
10-203	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI		183,721	-	183,721		-	-		184
10-204	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI		4,929,007	-	4,929,007		-	-		5,742
10-265	Sept'10	Office of Energy and Planning	RSA 14:30-a, VI		(87,579)	-	(87,579)		-	-		-
11-309	Oct'11	Office of Energy and Planning	RSA 14:30-a, VI		-	90,000	90,000	FIS 12-164 reallocates \$4,850 between class lines	-	-		-
12-132	April'12	Office of Energy and Planning	RSA 14:30-a, VI		36,644	-	36,644	FIS 12-256 reallocates \$1,200 between class lines. FIS 13-050 reallocates \$16,575 between class lines and extends the grant from 9/30/12 to 9/30/12.	-	-		-
<b>Office of Energy and Planning Total</b>					<b>5,343,761</b>	<b>90,000</b>	<b>5,433,761</b>		-	-		<b>6,207</b>
09-318	Sept'09	Resources & Economic Development	RSA 14:30-a, VI		-	250,000	250,000	funds received from the Office of Economic Stimulus	-	-		-
11-141	May'11	Resources & Economic Development	RSA 14:30-a, VI		147,000	-	147,000		-	-		-
11-153	June'11	Resources & Economic Development	RSA 14:30-a, VI		-	75,442	75,442	funds received from UNH to support broadband director pos established in FIS 11-029	-	-		-
<b>Resources &amp; Economic Development Total</b>					<b>147,000</b>	<b>325,442</b>	<b>472,442</b>		-	-		-
09-389	Dec'09	Public Utilities Commission	RSA 14:30-a, VI		217,901	-	217,901		-	-		218
10-112	April'10	Public Utilities Commission	RSA 14:30-a, VI		-	96,000	96,000	funds received from Office of Energy & Planning	-	-		96
10-144	May'10	Public Utilities Commission	RSA 14:30-a, VI		-	120,000	120,000	funds received from Office of Energy & Planning	-	-		120
10-145	May'10	Public Utilities Commission	RSA 14:30-a, VI		43,880	-	43,880		-	-		44
11-089	March'11	Public Utilities Commission	RSA 14:30-a, VI		54,143	-	54,143		-	-		-
12-130	April'11	Public Utilities Commission	RSA 14:30-a, VI		-	100,000	100,000	funds received from OEP	-	-		-
<b>Public Utilities Commission Total</b>					<b>315,924</b>	<b>316,000</b>	<b>631,924</b>		-	-		<b>478</b>
09-290	Aug'09	Safety, Department of	RSA 14:30-a, VI		-	81,947	81,947	funds received from the Department of Justice	-	-		-

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
STIMULUS FUNDING

Fiscal Committee Approvals Through Meeting of 03/08/13

Item #	Meeting	Department	Chapter / RSA Reference	Federal	Other	Total	Comments	Temporary Positions Established		Position End Date	Audit Fund Set-Aside
								Full-Time	Part-Time		
09-342	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	174,360	174,360	funds received from the Department of Justice	-	-		-
09-347	Oct'09	Safety, Department of	RSA 14:30-a, VI	-	91,044	91,044	funds received from the Office of Economic Stimulus	-	-		-
		<b>Safety, Department of Total</b>		-	347,351	347,351		-	-		-
		<b>FY 2012 Total</b>		<b>14,539,318</b>	<b>1,418,682</b>	<b>15,958,000</b>		-	-		<b>15,476</b>
<b>FISCAL YEAR 2013</b>											
11-341	Dec'11	DHHS - Office of Information Services	Chapter 224:14, II, Laws of 2011	963,258	-	963,258		-	-		1,194
		<b>DHHS - Office of Information Services Total</b>		<b>963,258</b>	-	<b>963,258</b>		-	-		<b>1,194</b>
11-141	May'11	Employment Security, Department of	RSA 14:30-a, VI	-	35,550	35,550	funds received from DRED	-	-		36
		<b>Employment Security, Department of Total</b>		-	<b>35,550</b>	<b>35,550</b>		-	-		<b>36</b>
09-345	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI	42,078	-	42,078		-	-		43
09-346	Oct'09	Office of Energy and Planning	RSA 14:30-a, VI	25,477	-	25,477		-	-		25
10-203	Jun'10	Office of Energy and Planning	RSA 14:30-a, VI	193,518	-	193,518		-	-		194
10-265	Sept'10	Office of Energy and Planning	RSA 14:30-a, VI	(14,925)	-	(14,925)		-	-		-
		<b>Office of Energy and Planning Total</b>		<b>246,148</b>	-	<b>246,148</b>		-	-		<b>262</b>
11-141	May'11	Resources & Economic Development	RSA 14:30-a, VI	35,550	-	35,550		-	-		-
11-153	June'11	Resources & Economic Development	RSA 14:30-a, VI	-	78,301	78,301	funds received from UNH to support broadband director pos established in FIS 11-029	-	-		-
		<b>Resources &amp; Economic Development Total</b>		<b>35,550</b>	<b>78,301</b>	<b>113,851</b>		-	-		-
09-389	Dec'09	Public Utilities Commission	RSA 14:30-a, VI	70,547	-	70,547		-	-		71
10-145	May'10	Public Utilities Commission	RSA 14:30-a, VI	10,742	-	10,742		-	-		10
11-089	March'11	Public Utilities Commission	RSA 14:30-a, VI	(32,049)	-	(32,049)		-	-		-
		<b>Public Utilities Commission Total</b>		<b>49,240</b>	-	<b>49,240</b>		-	-		<b>81</b>
		<b>FY 2013 Total</b>		<b>\$ 1,294,196</b>	<b>\$ 113,851</b>	<b>\$ 1,408,047</b>		-	-		<b>\$ 1,573</b>
		<b>CUMULATIVE TOTAL</b>		<b>\$ 798,533,741</b>	<b>\$ 13,573,632</b>	<b>\$ 812,107,374</b>		<b>57</b>	<b>22</b>		<b>\$ 669,799</b>



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State of New Hampshire  
OFFICE OF LEGISLATIVE BUDGET ASSISTANT  
State House, Room 102  
Concord, New Hampshire 03301

RICHARD J. MAHONEY, CPA  
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April 11, 2013

Fiscal Committee of the General Court  
The Honorable Mary Jane Wallner, Chairman  
State House  
Concord, New Hampshire 03301

Dear Representative Wallner and Members of the Committee,

I am writing to inform you of actions taken under the authority granted to me to approve step increases for employees of the LBA Office. I approved step increases as of the increment date for the following employees:

Elizabeth A. Bielecki: Effective April 11, 2013, a one step increase from grade M-4 to grade M-5.

Date of hire: September 3, 2002 Date of previous increment: February 6, 2010

Michelle L. Bohler: Effective April 18, 2013, a one step increase from grade K-3 to grade K-4.


Date of hire: January 22, 2008 Date of previous increment: January 22, 2010

Michael J. Landrigan: Effective April 9, 2013 with prior approval of the Chairman of the Fiscal Committee, promotion from Assistant Budget Analyst (M-1) to Budget Analyst (N-1).

Date of hire: April 9, 2007

Please let me know if you have any questions.

Sincerely,

  
Jeffrey A. Pattison  
Legislative Budget Assistant

JAP/rjm

JOINT LEGISLATIVE FACILITIES COMMITTEE  
 LEGISLATIVE BRANCH  
 DETAIL OF BALANCE OF FUNDS AVAILABLE  
 FISCAL YEAR 2013  
 As of 2/28/2013

Legislative Branch:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Senate:</b>	<b>1170</b>							
Personal svcs. - members	011		6,821.00			5,755.16		1,065.84
Personal svcs. - nonclassi	016		1,711,594.00			918,397.70		793,196.30
Current expenses	020		44,308.00		(119.00)	23,143.89		21,045.11
Rents-Leases other than state	022		9,500.00			5,651.48		3,848.52
Equipment	030		1,000.00					1,000.00
Telecommunications	039		24,192.00			10,924.26		13,267.74
Legal svcs.& consultants	046		77,000.00			26,142.30		50,857.70
Personal svcs. - temp/app	050		104,919.00			1,658.79		103,260.21
Benefits	060		606,801.00			378,373.58		228,427.42
Employee training	066		100.00		119.00	219.00		0.00
Travel:								
In state	070		155,000.00			47,339.98		107,660.02
Out of state	080		11,500.00			238.80		11,261.20
President's discretionary fund	285		4,499.00			3,615.34		883.66
Contingency	289		1.00					1.00
<b>Total</b>		<b>0.00</b>	<b>2,757,235.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,421,460.28</b>		<b>1,335,774.72</b>

Legislative Branch - continued:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>House</b>	<b>1180</b>							
Personal srvs. - members	011		88,000.00			79,525.16		8,474.84
Personal srvs. - nonclassi	016		1,690,861.00			969,745.85		721,115.15
Current expenses	020		124,847.00		(3,200.00)	28,370.54		93,276.46
Rents-Leases Other than State	022		1,000.00		3,200.00	2,497.74		1,702.26
Maint. Other than bldg/grnd	024		6,000.00			5,904.00		96.00
Equipment	030		5,000.00		40,000.00			45,000.00
Telecommunications	039		36,653.00			18,975.99		17,677.01
Consultants	046		30,000.00		100,000.00 (E)	97,059.63		32,940.37
Personal srvs. - temp/app	050		231,722.00			75,243.08		156,478.92
Benefits	060		680,355.00			406,949.87		273,405.13
Employee training	066		500.00					500.00
Travel:								
In state	070		1,078,500.00		(40,000.00)	347,198.18		691,301.82
Out of state	080		125,000.00			7,465.11		117,534.89
Speaker's special fund	286		5,000.00			2,197.59		2,802.41
Democratic Leader's Account	287		3,500.00		(500.00)	1,287.69		1,712.31
Republican Leader's Account	288		3,000.00		500.00	1,120.87		2,379.13
Contingency	289		10,000.00					10,000.00
<b>Total</b>		<b>0.00</b>	<b>4,119,938.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>2,043,541.30</b>		<b>2,176,396.70</b>

Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Operations</b>	<b>1160</b>							
Personal srvs. - nonclassi	016		193,299.00			126,561.45		66,737.55
Current expenses	020		5,000.00			838.62		4,161.38
Telecommunications	039		8,392.00			5,283.85		3,108.15
Own Forces Maint-Bldg & Grounds	047		2,000.00			102.94		1,897.06
Benefits	060		106,181.00			81,046.56		25,134.44
<b>Total</b>		0.00	314,872.00		0.00	213,833.42		101,038.58
<b>Joint Expenses</b>	<b>8677</b>							
Current expenses	020		65,108.00			8,564.03		56,543.97
Rents-Leases Other Than State	022		11,500.00			3,168.61		8,331.39
Organizational Dues	026		219,029.00			126,879.00		92,150.00
Equipment New/Replacement	030		100.00					100.00
Consultants	046		2,000.00					2,000.00
Transfer to Other State Agencies	049		3,000.00					3,000.00
Legislative Contingency	289		1.00					1.00
Legislative Printing & Binding	290		220,000.00			94,340.02		125,659.98
Joint Orientation	291		11,000.00			8,294.14		2,705.86
Redistricting	292		31,773.00					31,773.00
<b>Total</b>		0.00	563,511.00	0.00	0.00	241,245.80	0.00	322,265.20
Less estimated Revenue			-91,211.00	9,072.85	(A)			-82,138.15
<b>Total</b>		0.00	472,300.00	9,072.85	0.00	241,245.80	0.00	240,127.05
<b>Joint Legislative Historical Committee</b>	<b>B870-216</b>	63,985.79	10,000.00			7,510.03		66,475.76

Legislative Branch - continued:		Balance					Encumb	Balance
		Forward	Appropriation	Income	Transfers	Expenditures	rances	Available
<b>Visitor's Center:</b>	<b>1229</b>							
Personal svcs. - nonclassi	016		94,748.00			63,429.84		31,318.16
Current Expenses	020		776.00			306.10		469.90
Equipment	030		100.00					100.00
Telecommunications	039		1,224.00			554.52		669.48
Benefits	060		51,777.00			36,650.75		15,126.25
Employee training	066		100.00					100.00
<b>Total</b>		0.00	148,725.00		0.00	100,941.21		47,783.79
<b>Visitor's Ctr. Revolving Fund (G)</b>	<b>1230</b>							
Souvenir Purchases	106	12,019.62	0.00		37,052.00	18,150.29	0.00	30,921.33
Revenue	2016	37,052.91	0.00	26,401.85	(37,052.00) (B)			26,402.76
<b>Total</b>		49,072.53	0.00	26,401.85	0.00	18,150.29	0.00	57,324.09
<b>Legislative Accounting:</b>	<b>1166</b>							
Personal svcs. - nonclassi	016		191,655.00			127,509.79		64,145.21
Current expenses	020		2,006.00			253.79		1,752.21
Equipment	030		100.00					100.00
Telecommunications	039		994.00			464.44		529.56
Benefits	060		76,565.00			63,694.24		12,870.76
Employee training	066		100.00					100.00
Out of state travel	080		100.00					100.00
<b>Total</b>		0.00	271,520.00		0.00	191,922.26		79,597.74

Legislative Branch - continued:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>General Court Infa. Systems:</b>	<b>4654</b>							
Personal srvs. - nonclassi	016		610,454.00			314,900.43		295,553.57
Current expenses	020		33,784.00			10,377.92		23,406.08
Equipment	030		10.00					10.00
Technology - Hardware	037		75,000.00			22,898.35		52,101.65
Technology - Software	038		87,000.00			25,871.87	0.00	61,128.13
Telecommunications	039		7,316.00			1,237.70		6,078.30
Consultants	046		10.00					10.00
Benefits	060		191,684.00			113,815.74		77,868.26
Employee training	066		10.00					10.00
In state travel	070		10.00					10.00
Out of state travel	080		10.00					10.00
<b>Total</b>		0.00	1,005,288.00		0.00	489,102.01	0.00	516,185.99

<b>Protective Services:</b>	<b>1164</b>							
Personal srvs. - nonclassi	016		347,050.00			226,310.09		120,739.91
Current expenses	020		729.00			4.35		724.65
Equipment	030		1.00					1.00
Telecommunications	039		4,271.00			2,825.18		1,445.82
Personal srvs. - temp/app	050		3,884.00					3,884.00
Benefits	060		157,330.00			117,140.24		40,189.76
Employee training	066		-1.00					1.00
Out-of-State Travel	080		1.00					1.00
<b>Total</b>		0.00	513,267.00		0.00	346,279.86		166,987.14



Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Health Services:</b>	<b>1165</b>							
Current expenses	020		1,525.00			647.97		877.03
Equipment	030		10.00					10.00
Telecommunications	039		475.00			303.16		171.84
Personal srvs. - temp/app	050		55,194.00			24,474.27		30,719.73
Benefits	060		4,660.00			1,872.27		2,787.73
Employee training	066		10.00					10.00
<b>Total</b>		0.00	61,874.00		0.00	27,297.67		34,576.33
<b>Legislative Services:</b>	<b>1270</b>							
Personal srvs. - nonclassi	016		1,537,716.00			972,075.84		565,640.16
Current expenses	020		19,326.00			12,127.20		7,198.80
Rents-Leases other than State	022		5,800.00			3,169.00		2,631.00
Equipment	030		10.00					10.00
Telecommunications	039		7,074.00			4,317.62		2,756.38
Personal srvs. - temp/app	050		5,000.00			4,424.03		575.97
Benefits	060		524,419.00			407,558.81		116,860.19
Employee training	066		1,970.00					1,970.00
In state travel	070		10.00					10.00
Out of state travel	080		10.00					10.00
Printing and binding	290		10,000.00			3,657.47		6,342.53
<b>Total</b>		0.00	2,111,335.00		0.00	1,407,329.97		704,005.03
Less estimated revenue	009/2045		-4,166.00	1,185.20	©			-2,980.80
<b>Total</b>		0.00	2,107,169.00	1,185.20 ©	0.00	1,407,329.97		701,024.23

Legislative Branch - continued:		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Budget Division:</b>	<b>1221</b>							
Personal srvs. - nonclassi	016		637,469.00		45,000.00	445,980.06		236,488.94
Current expenses	020		10,967.00			5,458.90		5,508.10
Rents-Leases other than State	022		6,000.00			4,256.25		1,743.75
Organizational Dues	026		100.00					100.00
Equipment	030		2,500.00		9,000.00	6,745.96		4,754.04
Telecommunications	039		3,033.00			2,166.46		866.54
Consultants	046		15,000.00			9,040.75		5,959.25
Personal srvs. - temp/app	050		88,055.00		(14,000.00)			74,055.00
Benefits	060		218,925.00		87,000.00	191,734.18		114,190.82
Employee training	066		3,500.00			1,741.00		1,759.00
In state travel	070		500.00					500.00
Out of state travel	080		100.00		5,000.00	2,442.18		2,657.82
<b>Total</b>		0.00	986,149.00		132,000.00	669,565.74		448,583.26

**Legislative Budget Assistant:**

<b>Audit Division:</b>	<b>1222</b>							
Personal srvs. - nonclassi	016		2,076,150.00		(132,000.00)	1,118,075.97		826,074.03
Current expenses	020		12,860.00			6,951.19		5,908.81
Rents-Leases other than State	022		100,000.00		5,000.00	102,244.00		2,756.00
Equipment	030		20,000.00			4,787.91		15,212.09
Telecommunications	039		2,040.00			1,361.58		678.42
Consultans	046		570,000.00			403,814.50		166,185.50
Personal srvs. - temp/app	050		49,948.00		(5,000.00)	19,385.09		25,562.91
Benefits	060		814,604.00			509,068.30		305,535.70
Employee training	066		40,000.00			5,431.42		34,568.58
In state travel	070		15,000.00			4,731.98		10,268.02
Out of state travel	080		100.00					100.00
<b>Total</b>		0.00	3,700,702.00	0.00	(132,000.00)	2,175,851.94		1,392,850.06
Less estimated revenue	006/1251	282,875.00	-488,215.00	198,582.00		(D)		-6,758.00
<b>Total</b>		282,875.00	3,212,487.00	198,582.00	(132,000.00)	2,175,851.94		1,386,092.06

<b>Total</b>		395,933.32	15,980,824.00	235,241.90	100,000.00	9,354,031.78	0.00	7,357,967.44
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- (A) Proceeds from the sale of legislative subscriptions, advance sheets, permanent journals, and rosters, and royalties from Lexis Law Publishing.
- (B) Pursuant to Chapter 177:151 State House Visitor's Center Revolving Fund established - Proceeds from sales of souvenirs and expenditures from souvenir purchases transferred to V.C. Revolving account effective 10/18/06.
- (C) Proceeds from sales of photocopies and rulemaking registers.
- (D) Auditing fees
- (E) Transferred in from Special Legislative Account - House Sub-account (Ch 224, L11)

All class 10s and 12s - Personal Svcs. Permanent have been retitled to class 16 - Personal Svcs. - nonclassified

All class 13s and 16s - Personal Svcs. Non-permanent have been retitled to class 50 - Personal Svcs. temp/appointe

**JOINT LEGISLATIVE FACILITIES COMMITTEE**  
**LEGISLATIVE BRANCH**  
**DETAIL OF BALANCE OF FUNDS AVAILABLE**  
**FISCAL YEAR 2013**  
**As of 3/31/2013**

Legislative Branch:	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Senate:</b>	<b>1170</b>							
Personal svcs. - members	011		6,821.00			5,755.16		1,065.84
Personal svcs. - nonclassi	016		1,711,594.00			1,038,282.26		673,311.74
Current expenses	020		44,308.00		(119.00)	26,136.20		18,052.80
Rents-Leases other than state	022		9,500.00			6,220.01		3,279.99
Equipment	030		1,000.00					1,000.00
Telecommunications	039		24,192.00			12,632.44		11,559.56
Legal svcs.& consultants	046		77,000.00			36,227.68		40,772.32
Personal svcs. - temp/app	050		104,919.00			3,447.34		101,471.66
Benefits	060		606,801.00			428,704.24		178,096.76
Employee training	066		100.00		119.00	219.00		0.00
Travel:								
In state	070		155,000.00			59,120.86		95,879.14
Out of state	080		11,500.00			363.10		11,136.90
President's discretionary fund	285		4,499.00			3,615.34		883.66
Contingency	289		1.00					1.00
<b>Total</b>		0.00	2,757,235.00	0.00	0.00	1,620,723.63		1,136,511.37

Legislative Branch - continued:

	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>House</b>	<b>1180</b>							
Personal svcs. - members	011		88,000.00			79,725.16		8,274.84
Personal svcs. - nonclassi	016		1,690,861.00			1,075,624.25		615,236.75
Current expenses	020		124,847.00		(3,200.00)	32,566.49		89,080.51
Rents-Leases Other than State	022		1,000.00		3,200.00	2,784.40		1,415.60
Maint. Other than bldg/grnd	024		6,000.00			5,904.00		96.00
Equipment	030		5,000.00		40,000.00	36,834.00		8,166.00
Telecommunications	039		36,653.00			22,007.17		14,645.83
Consultants	046		30,000.00		100,000.00 (E)	97,059.63		32,940.37
Personal svcs. - temp/app	050		231,722.00			103,678.03		128,043.97
Benefits	060		680,355.00			455,023.74		225,331.26
Employee training	066		500.00					500.00
Travel:								
In state	070		1,078,500.00		(40,000.00)	493,517.73		544,982.27
Out of state	080		125,000.00			7,889.71		117,110.29
Speaker's special fund	286		5,000.00			2,197.59		2,802.41
Democratic Leader's Account	287		3,500.00		(250.00)	2,732.17		517.83
Republican Leader's Account	288		3,000.00		250.00	1,509.87		1,740.13
Contingency	289		10,000.00					10,000.00
<b>Total</b>		0.00	4,119,938.00	0.00	100,000.00	2,419,053.94		1,800,884.06

Legislative Branch - continued:

		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Operations</b>	<b>1160</b>							
Personal svcs. - nonclassi	016		193,299.00			141,857.56		51,441.44
Current expenses	020		5,000.00			1,013.67		3,986.33
Telecommunications	039		8,392.00			5,942.20		2,449.80
Own Forces Maint-Bldg & Grounds	047		2,000.00			144.79		1,855.21
Benefits	060		106,181.00			91,295.07		14,885.93
<b>Total</b>		0.00	314,872.00		0.00	240,253.29		74,618.71
<b>Joint Expenses</b>	<b>8677</b>							
Current expenses	020		65,108.00			11,358.07		53,749.93
Rents-Leases Other Than State	022		11,500.00			3,552.02		7,947.98
Organizational Dues	026		219,029.00			126,879.00		92,150.00
Equipment New/Replacement	030		100.00					100.00
Consultants	046		2,000.00					2,000.00
Transfer to Other State Agencies	049		3,000.00					3,000.00
Legislative Contingency	289		1.00					1.00
Legislative Printing & Binding	290		220,000.00			141,231.02		78,768.98
Joint Orientation	291		11,000.00			8,294.14		2,705.86
Redistricting	292		31,773.00					31,773.00
<b>Total</b>		0.00	563,511.00	0.00	0.00	291,314.25	0.00	272,196.75
Less estimated Revenue			-91,211.00	10,331.45	(A)			-80,879.55
<b>Total</b>		0.00	472,300.00	10,331.45	0.00	291,314.25	0.00	191,317.20
<b>Joint Legislative Historical Committee</b>	<b>8870-216</b>	63,985.79	10,000.00			7,510.03		66,475.76

Legislative Branch - continued:

		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Visitor's Center:</b>	<b>1229</b>							
Personal srvs. - nonclassi	016		94,748.00			70,857.84		23,890.16
Current Expenses	020		776.00			333.06		442.94
Equipment	030		100.00					100.00
Telecommunications	039		1,224.00			623.14		600.86
Benefits	060		51,777.00			41,016.68		10,760.32
Employee training	066		100.00					100.00
<b>Total</b>		0.00	148,725.00		0.00	112,830.72		35,894.28

Visitor's Ctr. Revolving Fund (G)

	<b>1230</b>							
Souvenir Purchases	106	12,019.62	0.00		37,052.00	18,908.71	0.00	30,162.91
Revenue	2016	37,052.91	0.00	34,492.04	(37,052.00) (B)			34,492.95
<b>Total</b>		49,072.53	0.00	34,492.04	0.00	18,908.71	0.00	64,655.86

Legislative Accounting:

	<b>1166</b>							
Personal srvs. - nonclassi	016		191,655.00			142,632.79		49,022.21
Current expenses	020		2,006.00			277.85		1,728.15
Equipment	030		100.00					100.00
Telecommunications	039		994.00			522.22		471.78
Benefits	060		76,565.00			71,317.07		5,247.93
Employee training	066		100.00					100.00
Out of state travel	080		100.00					100.00
<b>Total</b>		0.00	271,520.00		0.00	214,749.93		56,770.07

Legislative Branch - continued:

	Org/ Class	Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumbrances	Balance Available
<b>General Court Infa. Systems:</b>	<b>4654</b>							
Personal srvs. - nonclassi	016		610,454.00			337,917.93		272,536.07
Current expenses	020		33,784.00			12,436.57		21,347.43
Equipment	030		10.00					10.00
Technology - Hardware	037		75,000.00			22,898.35		52,101.65
Technology - Software	038		87,000.00			30,642.87	0.00	56,357.13
Telecommunications	039		7,316.00			1,490.39		5,825.61
Consultants	046		10.00					10.00
Benefits	060		191,684.00			123,100.70		68,583.30
Employee training	066		10.00					10.00
In state travel	070		10.00					10.00
Out of state travel	080		10.00					10.00
<b>Total</b>		0.00	1,005,288.00		0.00	528,486.81	0.00	476,801.19

Protective Services:

	<b>1164</b>							
Personal srvs. - nonclassi	016		347,050.00			252,930.59		94,119.41
Current expenses	020		729.00			4.35		724.65
Equipment	030		1.00					1.00
Telecommunications	039		4,271.00			3,180.35		1,090.65
Personal srvs. - temp/app	050		3,884.00					3,884.00
Benefits	060		157,330.00			131,503.03		25,826.97
Employee training	066		1.00					1.00
Out-of-State Travel	080		1.00					1.00
<b>Total</b>		0.00	513,267.00		0.00	387,618.32		125,648.68



Legislative Branch - continued:

		Balance Forward	Appropriation	Income	Transters	Expenditures	Encumb rances	Balance Available
<b>Health Services:</b>	<b>1165</b>							
Current expenses	020		1,525.00			696.91		828.09
Equipment	030		10.00					10.00
Telecommunications	039		475.00			341.65		133.35
Personal srvs. - temp/app	050		55,194.00			27,450.87		27,743.13
Benefits	060		4,660.00			2,100.00		2,560.00
Employee training	066		10.00					10.00
<b>Total</b>		0.00	61,874.00		0.00	30,589.43		31,284.57

Legislative Services:

	<b>1270</b>							
Personal srvs. - nonclassi	016		1,537,716.00			1,083,825.84		453,890.16
Current expenses	020		19,326.00			14,832.34		4,493.66
Rents-Leases other than State	022		5,800.00			3,710.00		2,090.00
Equipment	030		10.00					10.00
Telecommunications	039		7,074.00			4,853.84		2,220.16
Personal srvs. - temp/app	050		5,000.00			7,061.03		-2,061.03
Benefits	060		524,419.00			454,832.66		69,586.34
Employee training	066		1,970.00					1,970.00
In state travel	070		10.00					10.00
Out of state travel	080		10.00					10.00
Printing and binding	290		10,000.00			4,182.58		5,817.42
<b>Total</b>		0.00	2,111,335.00		0.00	1,573,298.29		538,036.71
Less estimated revenue	009/2045		-4,166.00	1,185.20	©			-2,980.80
<b>Total</b>		0.00	2,107,169.00	1,185.20 ©	0.00	1,573,298.29		535,055.91

Legislative Branch - continued:

		Balance Forward	Appropriation	Income	Transfers	Expenditures	Encumb rances	Balance Available
<b>Budget Division:</b>	<b>1221</b>							
Personal srvs. - nonclassi	016		637,469.00		45,000.00	492,822.06		189,646.94
Current expenses	020		10,967.00			6,167.39		4,799.61
Rents-Leases other than State	022		6,000.00			4,738.00		1,262.00
Organizational Dues	026		100.00					100.00
Equipment	030		2,500.00		9,000.00	6,745.96		4,754.04
Telecommunications	039		3,033.00			2,427.64		605.36
Consultants	046		15,000.00			10,948.75		4,051.25
Personal srvs. - temp/app	050		88,055.00		(14,000.00)			74,055.00
Benefits	060		218,925.00		87,000.00	212,069.69		93,855.31
Employee training	066		3,500.00			1,741.00		1,759.00
In state travel	070		500.00					500.00
Out of state travel	080		100.00		5,000.00	2,538.32		2,561.68
<b>Total</b>		0.00	986,149.00		132,000.00	740,198.81		377,950.19

Legislative Budget Assistant:

<b>Audit Division:</b>	<b>1222</b>							
Personal srvs. - nonclassi	016		2,076,150.00		(132,000.00)	1,251,016.95		693,133.05
Current expenses	020		12,860.00			8,017.45		4,842.55
Rents-Leases other than State	022		100,000.00		5,000.00	102,244.00		2,756.00
Equipment	030		20,000.00			4,787.91		15,212.09
Telecommunications	039		2,040.00			1,510.36		529.64
Consultans	046		570,000.00			405,809.50		164,190.50
Personal srvs. - temp/app	050		49,948.00		(5,000.00)	20,743.80		24,204.20
Benefits	060		814,604.00			571,144.58		243,459.42
Employee training	066		40,000.00		(500.00)	7,329.42		32,170.58
In state travel	070		15,000.00			5,184.13		9,815.87
Out of state travel	080		100.00		500.00	80.57		519.43
<b>Total</b>		0.00	3,700,702.00	0.00	(132,000.00)	2,377,868.67		1,190,833.33
Less estimated revenue	006/1251	282,875.00	-488,215.00	198,582.00		(D)		-6,758.00
<b>Total</b>		282,875.00	3,212,487.00	198,582.00	(132,000.00)	2,377,868.67		1,184,075.33

<b>Total</b>		395,933.32	15,980,824.00	244,590.69	100,000.00	10,563,404.83	0.00	6,157,943.18
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- (A) Proceeds from the sale of legislative subscriptions, advance sheets, permanent journals, and rosters, and royalties from Lexis Law Publishing.
  - (B) Pursuant to Chapter 177:151 State House Visitor's Center Revolving Fund established - Proceeds from sales of souvenirs and expenditures from souvenir purchases transferred to V.C. Revolving account effective 10/18/06.
  - (C) Proceeds from sales of photocopies and rulemaking registers.
  - (D) Auditing fees
  - (E) Transferred in from Special Legislative Account - House Sub-account (Ch 224, L11)
- All class 10s and 12s - Personal Svcs. Permanent have been retitled to class 16 - Personal Svcs. - nonclassified
- All class 13s and 16s - Personal Svcs. Non-permanent have been retitled to class 50 - Personal Svcs. temp/appointe



# State of New Hampshire

FIS 13 084

DEPARTMENT OF ADMINISTRATIVE SERVICES  
OFFICE OF THE COMMISSIONER  
25 Capitol Street – Room 120  
Concord, New Hampshire 03301

LINDA M. HODGDON  
Commissioner  
(603) 271-3201

JOSEPH B. BOUCHARD  
Assistant Commissioner  
(603) 271-3204

February 22, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

## INFORMATIONAL ITEM

In accordance with Chapter 319:32, Laws of 2003, State Employee Health Insurance; Administrative Services Reporting, I respectfully submit this report regarding the self-funded Health Benefits Program.

- A. Program Activity: The beginning Cumulative Cash Fund Balance as of July 1, 2012 was \$33.7m. To this balance add \$2.8m, which represents Revenue less Expenditures from July 1, 2012 through January 31, 2013. The Ending Cumulative Cash Fund Balance at January 31, 2013 is \$36.6m.

	<i>FY 2013</i> <i>(000's)</i>
Cumulative Cash Fund Balance ( <i>July 1, 2012</i> ).....	\$ 33,730
Plus: Program Revenue Collected.....	\$141,355
Less: Total Expenditures .....	\$138,521
Revenue less Expenditures ( <i>July 1 – January 31, 2013</i> )... ..	\$ 2,834
Cumulative Cash Fund Balance ( <i>January 31, 2013</i> ).....	\$ 36,564

Note: The above amounts are cash basis only and do not take into consideration IBNR, statutory reserve, accounts payable or receivables.  
Source: NH FIRST

- B. Cumulative Cash Fund Balance: As indicated above, the Program's cumulative cash fund balance as of January 31, 2013 is \$36.6m. When claims incurred but not reported (IBNR) of \$13.5m and the statutory reserves of \$14.9m are taken into consideration, the Program has an adjusted cash fund balance of \$8.1m (all funds). The surplus balance amount does not take into consideration outstanding receipts and payables, which amount to approximately \$4.6m at the time of reporting. When the payables and receivables are applied, the overall remaining surplus balance of \$3.5m represents approximately 1.4% of the estimated FY2013 annual Program expenditures.

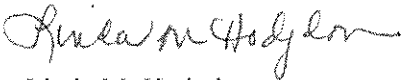
Fiscal Committee of the General Court  
February 22, 2013

Working rates are set on a calendar year basis and typically generate a surplus at the beginning of the calendar year which is used up in the last six months since the working rate is an average over the year.

- C. Working Rates: The calendar year (CY) 2013 working rates developed last October by actuaries at The Segal Company were implemented on January 1, 2013. The CY 2013 working rates for the active plans increased 4.5% from CY 2012 working rates. The CY 2013 working rates for the retiree plans decreased 2.5% from CY 2012 working rates. Overall the CY 2013 working rates for all health benefit plans increased 2.5% from CY 2012 working rates.
- D. Administrator, Risk and Benefits: In January, the vacant position of Administrator of Risk and Benefits was filled by Catherine A. Keane. Previously, Ms. Keane served as the HIPPA and Benefits lawyer to the Program prior to accepting the Administrator position. She has 14 years experience with state government including Director of the Division of Elderly and Adult Services, Assistant Director to the Office of Family Services, and Assistant to the Director for the Division of Human Services. She has managed a \$300 million budget which included Medicaid, long term care, and has experience with the RFP process, contracting, the Governor and Council and Fiscal processes, legislative and the state budgeting processes.

I am available to address any questions you may have.

Respectfully Submitted,



Linda M. Hodgdon  
Commissioner

Attachments

Account	PLAN		FY 2013								ALL FUNDS YTD
	Fund Balance		Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13		
<b>Actives</b>											
Revenue											
Total Revenue	\$		13,664,491	\$ 13,984,655	\$ 14,510,890	\$ 13,872,349	\$ 14,940,553	\$ 13,721,463	\$ 13,593,404	\$ 98,287,805	
Expenditures											
Total Expenditures	\$		11,628,266	\$ 12,472,851	\$ 12,270,260	\$ 14,963,610	\$ 15,648,824	\$ 13,360,312	\$ 14,748,949	\$ 95,093,072	
Net Plan Activity	\$		2,036,225	\$ 1,511,805	\$ 2,240,630	\$ (1,091,261)	\$ (708,271)	\$ 361,150	\$ (1,155,545)	\$ 3,194,732	
Cummulative Plan Activity	\$	17,433,998	\$ 19,470,223	\$ 20,982,027	\$ 23,222,657	\$ 22,131,396	\$ 21,423,125	\$ 21,784,275	\$ 20,628,730	\$ 20,628,730	
<b>Troopers</b>											
Revenue											
Total Revenue	\$		15,802	\$ 20,140	\$ 31,227	\$ 302,141	\$ 316,998	\$ 303,764	\$ 283,875	\$ 1,273,948	
Expenditures											
Total Expenditures	\$		228,215	\$ 550,057	\$ (25,389)	\$ 221,082	\$ 335,945	\$ 221,357	\$ 311,258	\$ 1,842,524	
Net Plan Activity	\$		(212,413)	\$ (529,917)	\$ 56,616	\$ 81,059	\$ (18,946)	\$ 82,407	\$ (27,383)	\$ (568,576)	
Cummulative Plan Activity	\$	4,190,599	\$ 3,978,186	\$ 3,448,270	\$ 3,504,886	\$ 3,585,945	\$ 3,566,999	\$ 3,649,406	\$ 3,622,023	\$ 3,622,023	
<b>Retiree - U65</b>											
Revenue											
Total Revenue	\$		2,937,759	\$ 3,047,028	\$ 3,214,049	\$ 3,030,055	\$ 3,120,017	\$ 2,975,736	\$ 2,913,186	\$ 21,237,830	
Expenditures											
Total Expenditures	\$		2,515,620	\$ 2,329,580	\$ 2,703,806	\$ 4,002,314	\$ 3,195,102	\$ 3,217,884	\$ 3,522,403	\$ 21,486,710	
Net Plan Activity	\$		422,139	\$ 717,449	\$ 510,243	\$ (972,259)	\$ (75,086)	\$ (242,148)	\$ (609,217)	\$ (248,879)	
Cummulative Plan Activity	\$	8,268,466	\$ 8,690,605	\$ 9,408,054	\$ 9,918,297	\$ 8,946,038	\$ 8,870,952	\$ 8,628,803	\$ 8,019,587	\$ 8,019,587	
<b>Retiree - O65</b>											
Revenue											
Total Revenue			1,349,070	3,373,295	3,072,414	3,435,821	3,133,390	2,702,146	3,489,775	20,555,911	
Expenditures											
Total Expenditures			2,493,881	2,685,933	2,974,803	3,010,540	3,060,740	3,099,746	2,772,939	20,098,581	
Net Plan Activity			(1,144,811)	687,363	97,612	425,281	72,650	(397,600)	716,836	457,330	
Cummulative Plan Activity		3,836,595	2,691,784	3,379,147	3,476,758	3,902,039	3,974,689	3,577,089	4,293,925	4,293,925	
Total Retirees	\$	12,105,061	\$ 11,382,389	\$ 12,787,200	\$ 13,395,055	\$ 12,848,076	\$ 12,845,640	\$ 12,205,892	\$ 12,313,512	\$ 12,313,512	
<b>Plan Summary Information:</b>											
Total Program Revenue											
001 GHRS			17,136,146	17,017,257	17,114,217	17,502,359	17,512,298	17,404,078	16,837,929	\$ 120,524,283.80	
005 Cobra/NHRS			1,506,812	1,612,414	1,573,179	1,396,060	1,457,241	1,351,120	1,353,446	\$ 10,250,272.27	
006 Rx Rebate			(1,800,000)	747,964	976,024	769,415	1,034,105	-	906,913	\$ 2,634,420.74	
007 Interest Earned			-	-	-	-	-	-	-	\$ -	
008 Employee Contributions			864,360	864,168	862,122	860,731	1,292,860	863,203	861,550	\$ 6,468,994.34	
009 Non-GHRS			259,804	183,316	163,037	111,792	214,454	73,819	320,402	\$ 1,326,625.03	
Performance Guarantees/Recov			-	-	140,000	10	-	10,888	-	\$ 150,898.57	
Total Combined Revenue			17,967,122	20,425,119	20,828,580	20,640,367	21,510,958	19,703,108	20,280,241	\$ 141,355,494.75	
Total Program Expenditures											
HB Employee Salary Costs			-	-	-	136,046	-	-	167,424	\$ 303,471	

HB Employee Benefit Costs	-	-	-	74,451	-	-	81,981	\$	156,432
Medical Claims	12,043,085	12,713,645	12,892,468	17,068,646	16,958,123	13,896,555	16,145,118	\$	101,717,640
Medical Administration	677,118	659,300	611,128	659,087	695,208	1,305,297	3,500	\$	4,610,637
Enrollment Services	-	-	-	-	-	-	-	\$	-
Exercise Incentive	-	-	-	-	-	-	384,240	\$	384,240
Consulting	50,931	-	27,991	57,067	18,264	57,364	110	\$	213,726
Pharmacy Claims	4,015,481	4,516,711	4,318,524	4,095,083	4,475,380	4,531,957	4,518,334	\$	30,471,468
Pharmacy Administration	40,436	40,758	41,543	38,936	41,266	40,777	41,064	\$	284,780
HRA Claims	28,124	95,314	21,650	57,121	41,621	56,104	13,665	\$	313,600
HRA Administration	9,894	10,059	10,055	10,540	10,653	10,480	-	\$	61,681
Other Expenses	915	2,633	119	571	98	765	112	\$	5,213
Assess/Vaccn Fees	-	-	-	-	-	-	-	\$	-
Total Combined Expenses	16,865,982	18,038,420	17,923,479	22,197,547	22,240,611	19,899,299	21,355,549	\$	138,520,888
Net Plan Fund Activity	1,101,140	2,386,699	2,905,101	(1,557,181)	(729,653)	(196,191)	(1,075,308)	\$	2,834,607
Cummulative Net Fund Activity	33,729,658	34,830,798	37,217,497	40,122,598	38,565,417	37,835,764	37,639,573	\$	36,564,265

Less:

Less:

IBNR

Statutory Reserve (≥5%)

Actives

Troopers

Retirees

(13,549,000)

(8,744,882)

(2,432,318)

(3,759,658)

\$ 8,078,407

**DENTAL**

Revenue									
Total DENTAL Revenue - PLAN	879,270	898,322	897,000	918,904	918,530	781,546	776,754		6,070,327
Expense									
Total DENTAL Expense - PLAN	700,212	900,759	504,526	911,367	653,084	1,070,297	690,043		5,430,286
Net Plan Fund Activity - PLAN	179,058	(2,437)	392,475	7,538	265,446	(288,750)	86,711		640,041
Cummulative Fund Balance	1,019,137	1,198,195	1,195,758	1,588,233	1,595,771	1,861,217	1,572,467	1,659,178	1,659,178

Less:

IBNR

Statutory Reserve (≥5%)

(300,000)

(595,784)

\$ 763,394



# State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES  
OFFICE OF THE COMMISSIONER  
25 Capitol Street – Room 120  
Concord, New Hampshire 03301

FIS 13 092

LINDA M. HODGDON  
Commissioner  
(603) 271-3201

JOSEPH B. BOUCHARD  
Assistant Commissioner  
(603) 271-3204

February 28, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

## INFORMATIONAL ITEM

RE: McAuliffe-Shepard Discovery Center

As you know, the operations of the McAuliffe-Shepard Discovery Center (the "Center") have been transitioned from a State agency to a private nonprofit corporation. On December 21, 2012, the Fiscal Committee granted final approval for the creation of the new not-for-profit corporation, the McAuliffe-Shepard Discovery Center Corporation (the "Corporation"), with operations to commence on January 1, 2013. The Governor and Executive Council approved the leasing of the Discovery Center's property to the Corporation on February 6, 2013. The Department of Administrative Services assisted with processing and payment of outstanding invoices for goods and services incurred by the Center prior to January 1.

As indicated in Attachment A, Laws 2011, Ch. 224: 88 appropriated \$227,000 to the Center for the purpose of supporting its transition to private management, authorizing the governor to draw his warrant from amounts not otherwise appropriated. Laws 2012, Ch. 173 made a general fund appropriation to the Center of \$385,740, for a total of \$612,740 in general fund support. This was to be matched by Center revenues estimated at approximately \$455,800 (the amounts budgeted in Laws 2012, Ch. 173 plus a balance forward). The intent appeared to be to provide \$1,068,606 to support the Center's operation as a State agency. Laws 2012, Ch. 173: 5 (RSA 12-L: 18) also provided, however, that the \$227,000 appropriation to the Center was to be transferred to the private operator on December 31. That transfer occurred.

The Center proved unable to raise the revenues needed to support its level of spending. Laws 2012, Ch. 173:7 reiterated a portion of budget footnote I. from the FY12 -13 budget by providing, in part, that in the event private local funds (revenue class 005) or agency income (revenue class 009) were less than budgeted to the Center, the total appropriation was to be reduced by the

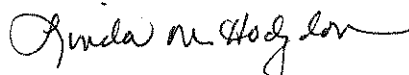


amount of the shortfall in either actual or projected budgeted revenue. The Center was to notify the Bureau of Accounting Services, in writing, as to precisely which line item appropriation, and what specific amounts, were to be reduced in order to fully compensate for the total revenue deficits. This was not done. In November of 2012, we noted to the Fiscal Committee that we believed the Center's prior management was on path to make expenditures which would result in a deficit. We indicated that the \$227,000 appropriation made in Laws 2011, Ch. 224: 88 might be made available for the Center's use in addressing this anticipated shortfall. Ultimately, however, these funds were not used for this purpose and the gross amount was transferred to the new corporation.

As indicated by Attachment A, our review of the expenditures made by the Center's prior management in the six month period from July 1 through December 31, 2012, reveals that the Center overspent \$338,659 more than the funds authorized for use during this portion of the 2013 fiscal year. The Center raised only \$198,636 or 43.57% of the budgeted revenues, failing to adjust spending in the face of the revenue shortfall which we previously identified. Moreover, the six month total of Center expenditures not only failed to account for the lower receipts but actually exceeded the budgeted expenses by more than \$100,000 (\$1,068,606 budgeted versus \$1,197,540 year to date).

This unfortunate situation might be viewed in a number of ways. At this time it is not our intent to direct the Committee to any one solution but instead to inform them of the current situation. Please feel free to contact me if you would like to discuss this matter further.

Sincerely,



Linda M. Hodgdon,  
Commissioner

cc: Governor Margaret Wood Hassan  
Senator Charles Morse, Senate Finance Committee  
Jeffrey A. Pattison, Legislative Budget Assistant

**McAuliffe-Shepard Center  
Projected Position Feb 27, 2013**

**Revenue and Expense Summary**

<b>REVENUE</b>	Chapter 173 Appropriation	YTD 02-27-13	% Y-T-D
Revenue Center	\$325,437	\$165,652	50.90%
Science Store	\$52,461	\$32,984	62.87%
Donations	\$77,968	\$0	0.00%
<b>Rev Sum</b>	<b>\$455,866</b>	<b>\$198,636</b>	<b>43.57%</b>

<b>EXPENSE</b>	Chapter 224 & 173 Appropriations	YTD 02-27-13	% Y-T-D
Revenue Center	\$552,437	\$542,595	98.22%
Science Store	\$52,461	\$59,242	112.93%
Administration	\$385,740	\$459,930	119.23%
Donations	\$77,968	\$127,956	164.11%
Unemploy Comp	\$0	\$7,817	~
<b>Exp Sum</b>	<b>\$1,068,606</b>	<b>\$1,197,540</b>	<b>112.07%</b>

**Summary Position 02-27-13**

Ch 224 Gen Fund Appropriation	\$227,000
Ch 173 Gen Fund Appropriation	\$385,740
Designated Donations	\$47,505
Revenue Year-To-Date	\$198,636
Gross Available Funds	\$858,881
Expense Year-To-Date	\$1,197,540
<b>Net Available 02-27-13</b>	<b>-\$338,659</b>

HB 2-FN-A-LOCAL - VERSION ADOPTED BY BOTH BODIES

- Page 23 -

1 be saved by the state as the result of the consolidation of human resources and payroll functions.

2 V. The consolidation of business processing functions shall achieve a savings in the fiscal  
3 year ending on June 30, 2012 of no less than \$352,000 in total funds and \$88,000 in general funds,  
4 and savings in the fiscal year ending on June 30, 2013 of \$1,000,000 in total funds and \$250,000 in  
5 general funds.

6 86 Appropriation; Department of Administrative Services. The sum of \$250,000 is hereby  
7 appropriated to the department of administrative services for the biennium ending June 30, 2013, for  
8 the purpose of selecting and retaining an independent business processing consultant, through a  
9 request for proposals or purchases process, for evaluating and making recommendations relative to  
10 the consolidation of business processing functions within state government. The governor is  
11 authorized to draw a warrant for said sum out of any money in the treasury not otherwise  
12 appropriated.

13 87 Sweepstakes Fund. Amend RSA 284:21-j, I to read as follows:

14 I. The state treasurer shall credit all moneys received from the lottery commission and all  
15 moneys received from the racing and charitable gaming commission under *RSA 284*, *RSA 287-D*,  
16 and *RSA 287-E*, and interest received on such moneys, to a special fund from which the treasurer  
17 shall pay all expenses of the commission incident to the administration of this subdivision and all  
18 administration and enforcement expenses of the racing and charitable gaming commission under  
19 *RSA 284*, *RSA 287-D*, and *RSA 287-E*. Any balance left in such fund after such expenses are paid  
20 shall be deposited in the education trust fund established under *RSA 198:39*.

21 88 McAuliffe-Shepard Discovery Center; Appropriation.

22 I. The sum of \$227,000 is hereby appropriated for the fiscal year ending June 30, 2013 to the  
23 McAuliffe-Shepard discovery center for the purpose of supporting the transition of the discovery  
24 center to a fiscally self-sufficient entity. This sum shall be in addition to any revenue or grants that  
25 may become available to the discovery center. The governor is authorized to draw a warrant for such  
26 amount out of any money in the treasury not otherwise appropriated.

27 II. The discovery center shall, no later than December 15, 2011, report to the fiscal  
28 committee of the general court and the governor and council detailing the discovery center's plan to  
29 maintain its operations in fiscal year 2013 as a state agency utilizing no more than the general funds  
30 appropriated under this section, or its plan to become a self-sufficient not-for-profit organization no  
31 later than January 1, 2013.

32 89 Lottery Commission; Incentive Program. The lottery commission may develop and  
33 implement an employee recognition program for monetary incentives to promote increased sales and  
34 compensate lottery sales representatives based upon performance and funded from an existing  
35 lottery budget line item. The incentive program shall be implemented through rules adopted by the  
36 lottery commission in accordance with *RSA 541-A*. The lottery commission shall report quarterly to  
37 the fiscal committee of the general court on the status of the incentive program.

# TITLE I

## THE STATE AND ITS GOVERNMENT

### CHAPTER 12-L

#### MCAULIFFE-SHEPARD DISCOVERY CENTER

##### Section 12-L:1

**12-L:1 Definitions.** – In this chapter:

- I. "Commission" means the McAuliffe-Shepard discovery center commission.
- II. "Discovery center" means the McAuliffe-Shepard discovery center, which includes the planetarium and related exhibits pertaining to astronomy, aviation, and earth and space sciences.
- III. "Touch the Future" means the nonprofit corporation organized to promote the welfare of the discovery center and to assist the discovery center director and the commission.
- IV. "Planetarium" means the discovery center planetarium.
- V. "Private operator" means the McAuliffe-Shepard discovery center corporation established in RSA 12-L:13 and the corporation's board established in RSA 12-L:14 which is responsible for the management and operation of the discovery center beginning January 1, 2013.

**Source.** 2001, 136:2, eff. July 1, 2001. 2009, 13:3, eff. April 17, 2009. 2012, 173:2, eff. June 11, 2012.

##### Section 12-L:2

**12-L:2 Declaration of Purpose.** – The McAuliffe-Shepard discovery center is the official state memorial for Sharon Christa McAuliffe, the Concord, New Hampshire social studies teacher who was chosen to be America's first teacher in space. The discovery center is also the official state memorial for Alan B. Shepard, the Derry, New Hampshire native who was the first American in space. The discovery center's mission is to educate, incite, and entertain learners of all ages in the sciences and humanities by actively engaging them in the exploration of astronomy, aviation, and earth and space science.

**Source.** 2001, 136:2, eff. July 1, 2001. 2007, 39:1, eff. July 1, 2007. 2009, 13:3, eff. April 17, 2009.

##### Section 12-L:3

[RSA 12-L:3 repealed by 2012, 173:8, I, effective March 31, 2013.]

**12-L:3 Commission Established.** –

There is hereby established a McAuliffe-Shepard discovery center commission which shall be responsible for the management and operation of the discovery center, including the planetarium located in Concord, and the buildings and grounds related thereto.

**Source.** 2001, 136:2, eff. July 1, 2001. 2009, 13:3, eff. April 17, 2009.

##### Section 12-L:4

[RSA 12-L:4 repealed by 2012, 173:8, I, effective March 31, 2013.]

**12-L:4 Commission Members; Appointment; Terms. –**

The members of the commission shall be appointed as follows:

- I. Two members of the house of representatives, appointed by the speaker of the house.
- II. Two members of the senate, appointed by the president of the senate.
- III. Eight members from the private sector representing business, education, and the not-for-profit community, appointed by the governor with the consent of council for a term of 3 years.
- IV. The commissioner of cultural resources and the president of the New Hampshire technical institute shall serve as ex officio members of the commission with voting rights.
- V. The chairperson of Touch the Future, or designee.

**Source.** 2001, 136:2, eff. July 1, 2001. 2007, 39:2, eff. July 1, 2007.

**Section 12-L:5**

[RSA 12-L:5 repealed by 2012, 173:8, I, effective March 31, 2013.]

**12-L:5 Offices and Compensation. –**

The commission shall annually elect one of its members as chairperson, one as vice chairperson, one as secretary, and one as treasurer. The members of the commission shall receive no compensation for their services; however, legislative members may be paid mileage at the legislative rate and other reasonable expenses incurred by the members of the commission in the performance of their duties may be paid from available commission funds.

**Source.** 2001, 136:2, eff. July 1, 2001. 2007, 39:3, eff. July 1, 2007.

**Section 12-L:6**

**12-L:6 Administrative Attachment. –** [Repealed 2007, 39:6, eff. July 1, 2007.]

**Section 12-L:7****12-L:7 Commission; Powers and Duties. –**

- I. The commission shall have the following responsibilities:
  - (a) Supervise the design and program of the discovery center as authorized by the general court in a manner consistent with the intent of the project. All construction shall be undertaken under the provisions of RSA 228 and all contracts shall receive final approval by the governor and council.
  - (b) Oversee the administration of the discovery center and ensure that its mission is achieved.
  - (c) Cooperate and consult with the discovery center director concerning the daily operation of the discovery center, including the planetarium and integrated educational programs.
  - (d) Authorize the discovery center director to enter into contracts which are necessary for the administration of its authority pursuant to this chapter. All contracts, agreements, procurement, personnel, and operations shall be subject to the same requirements as all state agencies; provided, however, that any specialized discovery center program or equipment for which the estimated cost is funded from gifts, grants, or donations to the discovery center fund shall be exempt from competitive bidding requirements.
  - (e) Notwithstanding any other provisions of law, authorize the discovery center director to sell, lease, or trade specialized discovery center programs or equipment. Proceeds from such transactions shall be used to support the operations of the discovery center.
  - (f) Delegate responsibilities for fund raising to Touch the Future, as the commission deems appropriate.

(g) Coordinate with the private operator to achieve an orderly transition from operation of the discovery center as a state agency to operation of the discovery center by the private operator.

II. The commission shall:

(a) Set and collect all fees generated by the discovery center, such fees to be used by the commission in its duties and for its expenses. Reasonable fees may be set by the commission without regard to RSA 541-A. The commission's accounts shall be subject to annual audit by the office of the legislative budget assistant.

(b) Adopt rules under RSA 541-A relative to:

(1) Requirements for use of facilities by outside parties.

(2) Rights and responsibilities of patrons.

(3) Rights and responsibilities of schools utilizing discovery center programs and services.

**Source.** 2001, 136:2, eff. July 1, 2001. 2007, 39:4, eff. July 1, 2007. 2009, 13:4, eff. April 17, 2009. 2012, 173:3, eff. June 11, 2012.

### **Section 12-L:8**

**12-L:8 Director; Staff.** – [Repealed 2012, 173:8, II, eff. Jan. 1, 2013.]

### **Section 12-L:9**

**12-L:9 Gifts; Grants; Donations.** – [Repealed 2012, 173:8, III, eff. Jan. 1, 2013.]

### **Section 12-L:10**

[RSA 12-L:10 repealed by 2012, 173:8, V, effective March 31, 2013.]

**12-L:10 McAuliffe-Shepard Discovery Center Fund and Transition Fund.** –

I. There is hereby established in the office of the state treasurer a fund to be known as the McAuliffe-Shepard discovery center fund which shall be kept separate and distinct from all other funds. All fees received by the commission pursuant to RSA 12-L:7 and all monetary gifts, grants, and donations pursuant to RSA 12-L:9 intended for operations through December 31, 2012 shall be deposited in such fund. The fund is established to pay for the operational expenses of the discovery center and the commission incurred through December 31, 2012. The moneys in this fund shall be nonlapsing and shall be continually appropriated to the commission.

II. There is hereby established in the office of the state treasurer a fund to be known as the McAuliffe-Shepard discovery center transition fund which shall be kept separate and distinct from all other funds. All monetary gifts, grants, and donations pursuant to RSA 12-L:9 intended for operations on or after January 1, 2013 shall be deposited in such fund and shall be used to assist the private operator in funding its operations on or after January 1, 2013.

**Source.** 2001, 136:2, eff. July 1, 2001. 2009, 13:4, eff. April 17, 2009. 2012, 173:4, eff. June 11, 2012.

### **Section 12-L:11**

**12-L:11 Transfer of Funds.** – [Repealed 2012, 173:8, III, eff. Jan. 1, 2013.]

### **Section 12-L:12**

**12-L:12 Gift Store.** – The discovery center may operate a gift store in conjunction with and in support of its mission. Revenues from the sale of store inventory shall be used for inventory replacement. Any inventory replacement that is totally funded by revenues from the gift store shall be exempt from competitive bidding requirements. Revenues from sales which exceed the cost of inventory replacement shall be used for discovery center operations.

**Source.** 2001, 136:2, eff. July 1, 2001. 2009, 13:4, eff. April 17, 2009.

### **Section 12-L:13**

**12-L:13 Corporation Established.** – There is hereby created a body politic and corporate which shall have a distinct legal existence separate from the state and shall not constitute a department of state government, to be known as the McAuliffe-Shepard discovery center corporation to carry out the provisions of this chapter. The corporation shall be a private nonprofit corporation and shall have all of the powers necessary to carry out the purposes of this chapter, including but not limited to, the power to receive and accept grants, loans, or advances of funds from any public or private agency and to receive and accept from any source, contributions of money, property, labor, or any other thing of value, to be held, used, and applied for the purposes of this chapter.

**Source.** 2012, 173:5, eff. June 11, 2012.

### **Section 12-L:14**

#### **12-L:14 McAuliffe-Shepard Discovery Center Board. –**

I. The powers of the McAuliffe-Shepard discovery center corporation shall be vested in the members of a board consisting of not less than 9 members. One member shall be appointed by the speaker of the house of representatives and one member shall be appointed by the senate president. The number of, the means of selection for, the length of terms, and the initial selection of the remaining board members shall be determined by the McAuliffe-Shepard discovery center commission, established in RSA 12-L:3, working in conjunction with any nonprofit organizations supporting the center, and shall be submitted to the fiscal committee of the general court for approval before September 1, 2012.

II. The McAuliffe-Shepard discovery center commission shall submit a business plan for the operation of the discovery center to the fiscal committee of the general court for approval by November 1, 2012.

III. The board is empowered to manage and operate the McAuliffe-Shepard discovery center beginning January 1, 2013.

**Source.** 2012, 173:5, eff. June 11, 2012.

### **Section 12-L:15**

#### **12-L:15 Discovery Center Equipment, Software, Buildings, and Grounds. –**

I. Ownership of the discovery center equipment, software, buildings, and grounds shall be retained by the state.

II. The state shall retain responsibility for all debt service incurred by the discovery center prior to January 1, 2013.

III. The state shall assume buildings and grounds routine maintenance and repair costs up to an amount appropriated by the general court, which shall not exceed \$70,000 annually.

IV. The state shall enter into a 10-year, renewable lease with the private operator to occupy and operate the discovery center buildings and grounds and utilize the equipment and software beginning on

January 1, 2013, at a charge of \$1 per year. Either party may terminate this lease with 90 days notice if the other party fails to make a good faith effort to meet all of its obligations under RSA 12-L.

**Source.** 2012, 173:5, eff. June 11, 2012.

### **Section 12-L:16**

#### **12-L:16 Discovery Center Exhibits, Equipment, Software Licenses, and Supplies. –**

I. The commission shall compile a comprehensive inventory of all equipment, including exhibits and software owned by the discovery center, on June 30, 2012, which shall be updated through December 31, 2012.

II. The annual lease to the private operator shall include the use of all exhibits and equipment owned by the discovery center on December 31, 2012. The state shall allow the private operator, at its own expense, to make any upgrades to the equipment, software, and exhibits the private operator deems necessary.

III. All equipment and exhibits on loan to the discovery center on June 30, 2012, shall be identified and updated in a timely manner through December 31, 2012.

IV. The discovery center director shall work with the private operator to contact the loaners and arrange for transfer of the loans to the private operator, for those loans that the private operator wishes to continue.

V. The state shall transfer at no cost all supplies belonging to the discovery center on December 31, 2012, to the private operator.

**Source.** 2012, 173:5, eff. June 11, 2012.

### **Section 12-L:17**

**12-L:17 Discovery Center Visitor, Donor, Program Records and Archives. –** All publicly available donor, visitor, and program records and archival materials owned by the discovery center on December 31, 2012, shall continue to be available to the public and to the private operator.

**Source.** 2012, 173:5, eff. June 11, 2012.

### **Section 12-L:18**

#### **12-L:18 State Funds. –**

I. All funds appropriated to the McAuliffe-Shepard discovery center in 2011, 224:88 shall be transferred to the private operator on December 31, 2012.

II. All funds in the discovery center transition fund established in RSA 12-L:10, II shall be transferred to the private operator on December 31, 2012.

III. The private operator may apply for state grants for which it is eligible and shall receive due consideration in the state's selection of grant recipients.

**Source.** 2012, 173:5, eff. June 11, 2012.





# State of New Hampshire

DEPARTMENT OF HEALTH AND HUMAN SERVICES

129 PLEASANT STREET, CONCORD, NH 03301-3857

XXXXXXXXXX 603-271-4668 FAX: 603-271-4912 TDD ACCESS: 1-800-735-2964

New Number: 603-271-9200

NICHOLAS A. TOUMPAS  
COMMISSIONER

March 7, 2013

The Honorable Mary Jane Wallner  
Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

*Re: Dashboard – January 2013*

## Information

Pursuant to Chapters 223:6 (HB1) and 224:14 (HB2), Laws of 2011, the Department of Health and Human Services is providing this dashboard report, which, along with the quarterly report to the Fiscal Committee on expenditures for the Medicaid program, provides a status on demand for services in entitlement programs. The purposes of this dashboard are to:

1. Provide summary information on enrollments in several high cost programs managed by the Department,
2. Monitor high level fiscal issues to ensure sufficient funding is available for entitlement programs and for programs intended by the legislature, and to
3. Provide a summary of significant administrative and operations initiatives.

## Explanation

### Mission

Data from the U.S. Census Bureau indicate the official poverty rate for 2011 was 15%, or a record 46 million people. This does not take into account non-cash aid such as food stamps, which if counted, lowers the poverty rate to 13.7%. The Department's mission is "to join communities and families in providing opportunities for citizens to achieve health and independence." The majority of individuals serviced by the Department fall into three groups and programs to help these individuals require different approaches with differing objectives.

- Permanently Disabled Individuals include the developmentally disabled, frail elderly and those with mental health issues who require long term care services. The objective is to help them maximize their independence, to allow, to the extent it is safe for the individual, to live within a community, while recognizing that for many there will always be a need for long-term services and supports.
- Temporarily Low Income Individuals are those who have exhausted their financial resources due to a loss of employment, divorce or temporary health issues. These individuals have the ability to likely recover their independence when jobs are available or their current crises are overcome with the appropriate interim supports.

- Chronically Low Income Individuals are the most complex. Breaking the cycle of poverty for the chronically low income requires a commitment from public and State leaders to invest in programs that will support a coordinated statewide effort including not only the Department of Health and Human Services, but also Education, Corrections and Employment Security.

For the seven months ended January 2013, the Department provided services to an average of 156,871 individuals per month. This represented an increase of 1.8% over the prior year. The largest programs managed by the Department are the food stamp, Medicaid and FANF programs, which provide supports to low-income individuals. As noted in the following table, growth in caseloads for these programs has slowed from the years of the recession but remain at high, unprecedented levels. The growth in Medicaid is related to integration of the Children's Health Insurance Program (CHIP). Adjusting for this change, Medicaid caseloads remain flat versus the prior year.

**Average Monthly Enrollment (Persons) Seven Months Ended January**

	2010	2011	2012	2013
Total Unduplicated Persons	143,485	151,876	154,064	156,871
<i>Pct Increase from Prior Year</i>	12.34%	5.85%	1.44%	1.82%
Medicaid Persons	115,645	119,134	119,523	129,963
<i>Pct Increase from Prior Year</i>	10.17%	3.02%	0.33%	8.73%
Food Stamp Persons	94,232	111,037	114,915	118,168
<i>Pct Increase from Prior Year</i>	37.68%	17.83%	3.49%	2.83%
FANF Persons	13,863	13,817	11,862	8,642
<i>Pct Increase from Prior Year</i>	21.95%	-0.33%	-14.15%	-27.14%
APTD Persons	8,112	8,675	8,898	8,228
<i>Pct Increase from Prior Year</i>	14.47%	6.93%	2.58%	-7.53%
Elderly Nursing Services	7,310	7,224	7,132	7,278
<i>Pct Increase from Prior Year</i>	2.20%	-1.17%	-1.28%	2.05%

Medicaid Program - Medicaid is the largest and most costly program administered by the Department accounting for in excess of 70% of total Department costs. Medicaid caseloads have stabilized but remain at historic highs. A recent forecast developed for the Department is for a 1.0% annual increase in caseloads. Caseloads for the first seven months of SFY13, however, have grown only 0.4% versus the prior year, after adjusting for the effect of the CHIP conversion. On July 1, 2012, the Children Health Insurance Program (CHIP) was merged into the Medicaid fee-for-services program. Pursuant to SB147, the Department is implementing a managed care program to provide these services, which will not change the eligibility, but will impact how Medicaid services are delivered.

FANF Caseloads - Year-to-date enrollment for Financial Assistance for Needy Families (FANF) has decreased by 27% from the previous year. Much of this reduction is related to termination of the two-parent program as part of the budget, as well as changes to the criteria applied to other programs for eligibility.

Cash Assistance For Disabled Clients - Year-to-date enrollment for Aid to the Permanently and Totally Disabled (APTD) has declined 7.5% from the prior year. Most of the decline in caseloads is related to the change in treatment of Social Security Income in determining eligibility for benefits. The cost per case has also declined as a result of a Department initiative, the Facilitated Social Security Applications project, which has assisted clients to obtain Social Security benefits, reducing the amount of State assistance.

Food Stamps - New Hampshire food stamp caseloads are still increasing although the growth rate has slowed to under 3%.

### **Operations & Administration**

The Department has been restructuring and downsizing the administrative organization. The budget for SFY2012-2013 abolished 373 positions, thus permanently reducing the size of the organization. In June 2008, the Department had 3,107 filled positions; today the Department has 2,619 filled positions, a decrease of 15.7%. This downsizing of the organization comes at a time when the Department is also being tasked to implement mandated elements of the Accountable Care Act and significant transformation initiatives such as Medicaid managed care, redesign of supports for clients for community-based care, re-engineering front end operations and implementation of enabling technologies. The decline in number of staff is exacerbated by the fact that 9% of the Department's workforce is age 60 with at least 10 years of services and eligible for retirement. This potential drain of experienced staff combined with the organizational downsizing and transformation challenges creates risk to the Department's core competencies.

### **Litigation & Audits**

In addition to managing current operations and working toward implementation of the significant transformation initiatives required in the budget for SFY2013, Department resources have become disproportionately directed at and continue to be consumed to addressing audits and litigation including:

- Litigation involving acute care hospitals
- Litigation involving the Olmstead regulations for the mental health services
- Litigation involving providers of residential care for children
- Managing the disproportionate share program
- Office of Inspector General audits
- Federal review of Title IV-E
- LBA audits such as the recently completed audit of NH Hospital and the new audit of the Sununu Youth Services Center
- State Single Audit

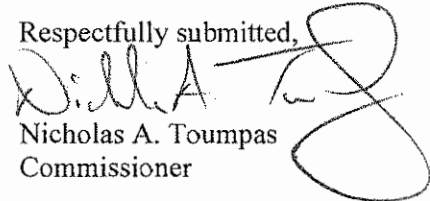
**Summary**

The Department has continually strived to deliver high quality and cost-effective services to individuals requiring support services and to the taxpayers who fund those services and to improve the value of the services delivered. Addressing the root causes for the needs for these services requires a long-term, coordinated effort among State agencies, stakeholders and the legislature. The four primary change initiatives for the Department are:

1. Care management for client enrollment in the Medicaid program,
2. Reengineering service delivery systems,
3. Investing in enabling technologies and
4. Continuous process improvement.

Successful transition to a new business structure, however, is challenged by continuing reduction in resources and resistance from existing delivery systems and stakeholders. Other challenges will be encountered if federal sequestration reduces funding to safety net programs.

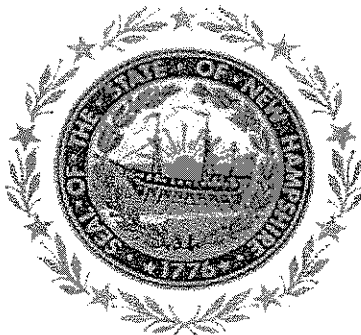
Respectfully submitted,

  
Nicholas A. Toumpas  
Commissioner

Enclosure

cc: The Honorable Mary Jane Wallner, Chairman, House Finance Committee  
The Honorable Chuck W. Morse, Chairman, Senate Finance Committee  
The Honorable Cindy Rosenwald, Chairman, House Finance Division III  
The Honorable James MacKay, Chairman, House Health, Human Services & Elderly Affairs Committee  
The Honorable Nancy Stiles, Senate Health, Education & Human Services Committee  
Her Excellency, Governor Margaret Wood Hassan  
The Honorable Raymond S. Burton  
The Honorable Colin Van Ostern  
The Honorable Chris Sununu  
The Honorable Christopher Pappas  
The Honorable Debora B. Pignatelli  
The Honorable Neal Kurk  
The Honorable Terie Norelli  
The Honorable Peter Bragdon

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**



**OPERATING STATISTICS DASHBOARD**

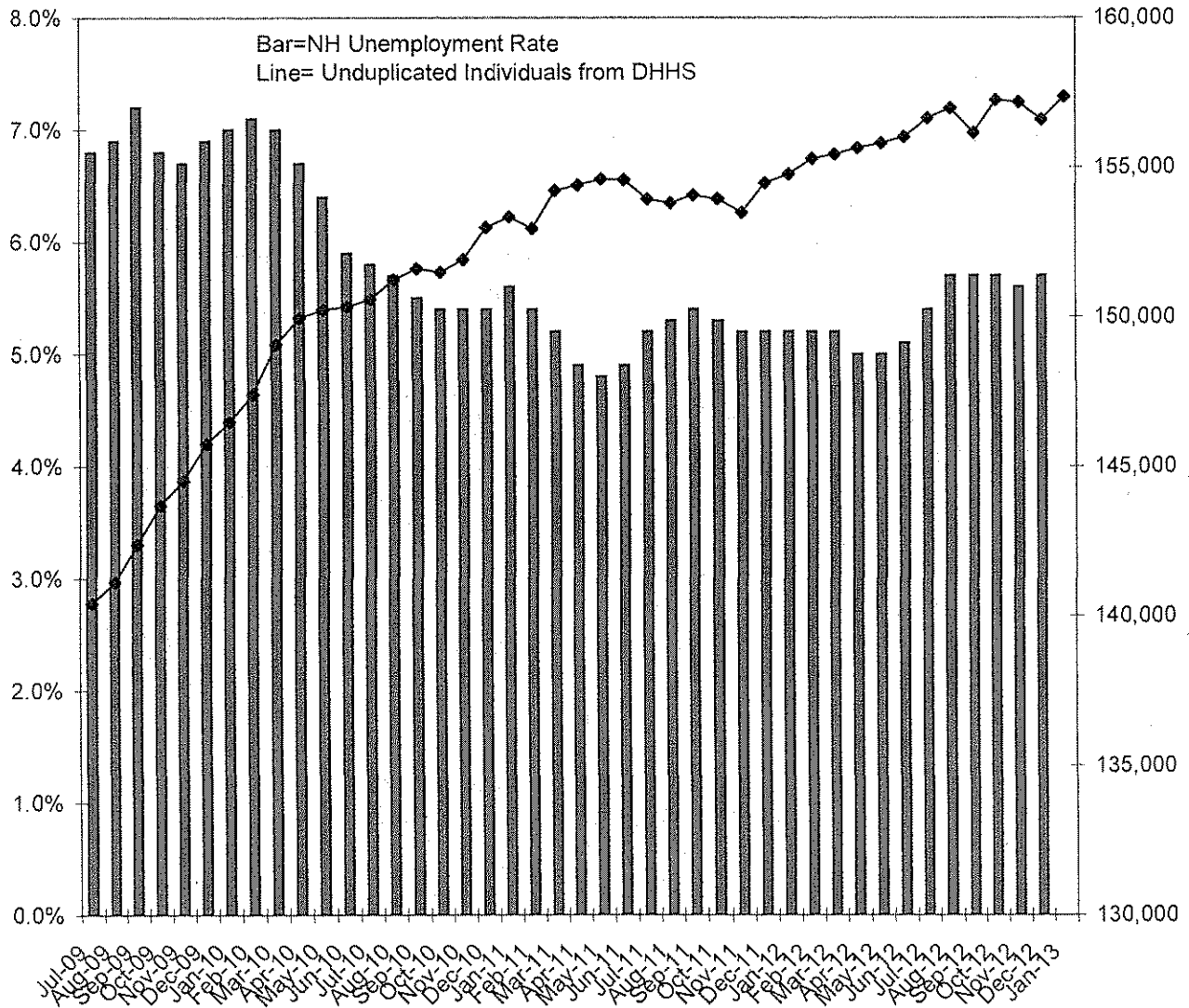
**DATA THROUGH JANUARY 2013**

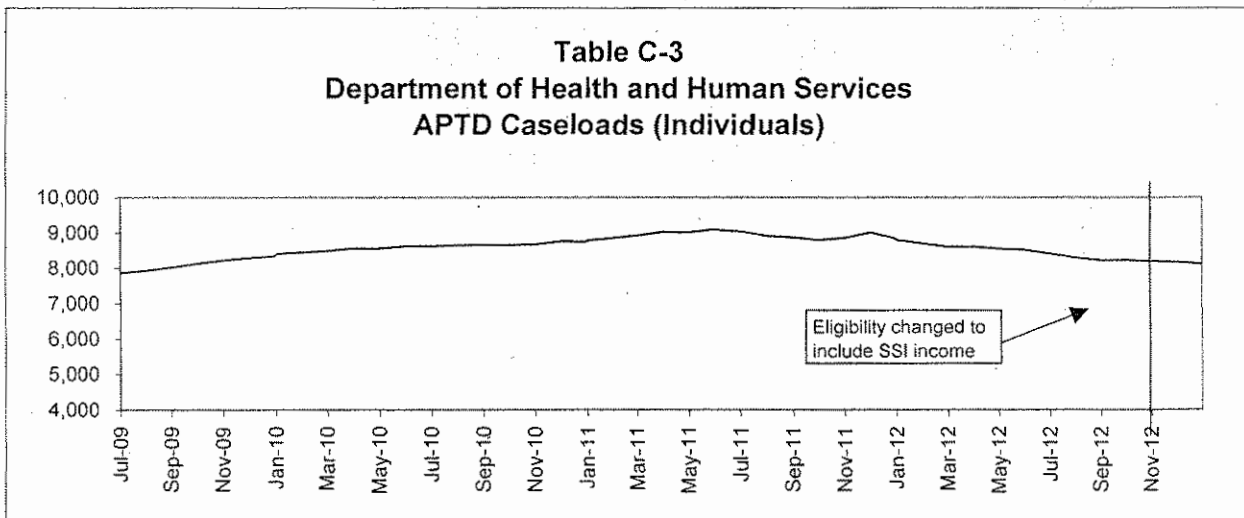
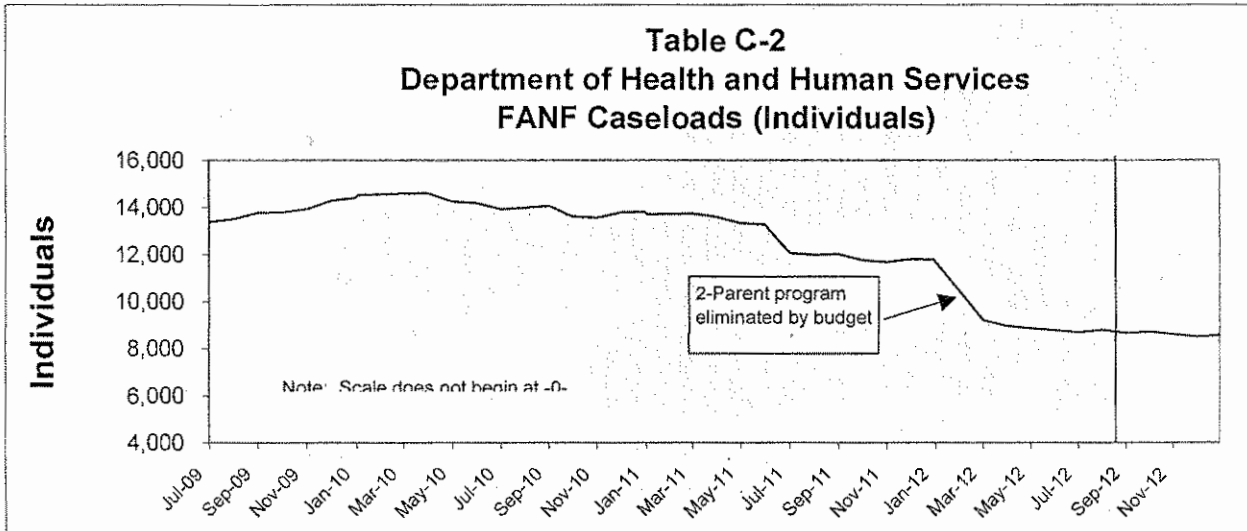
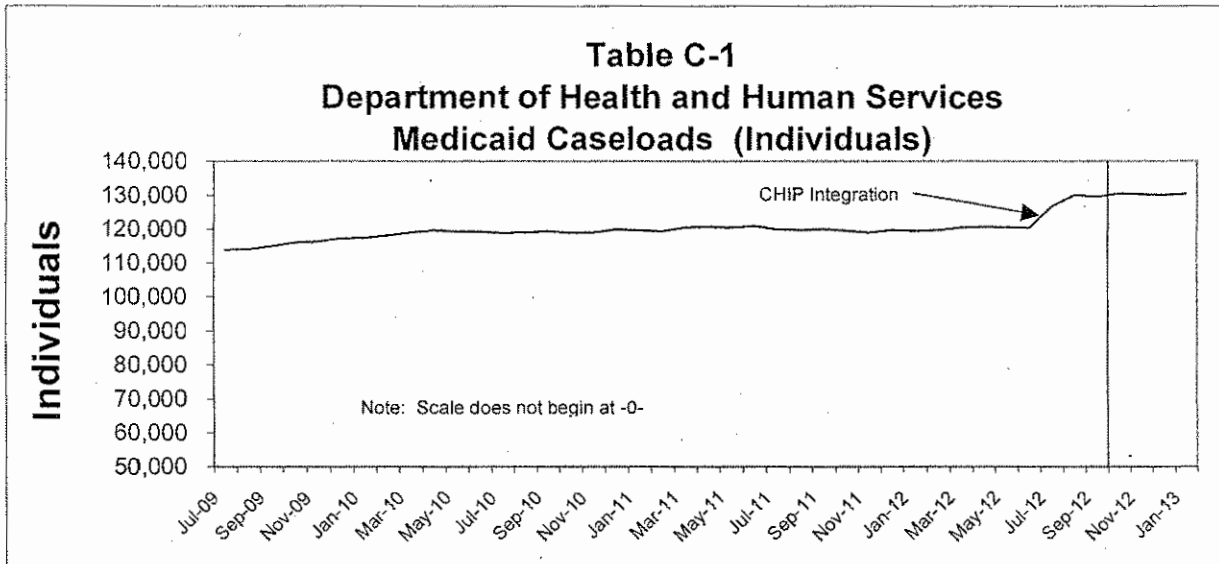
**SFY13**

Prepared February 28, 2013

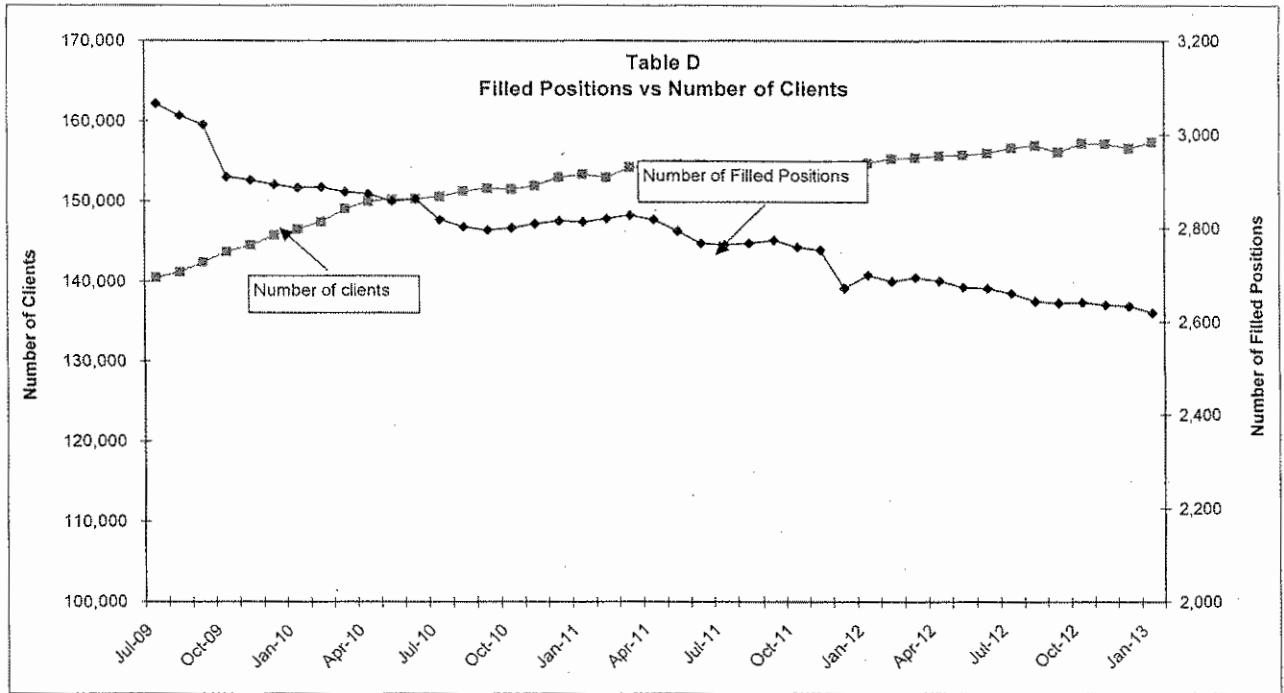
	A	B	C	I	J	K	L	M
1	<b>Table A</b>							
2	<b>Department of Health and Human Services</b>							
3	<b>Budget Management-SFY 2013</b>							
4	Prepared February 28, 2013							
5		Figures Rounded to \$000			Estimated Nov 12	Estimated Dec 12	January Transfer	Estimated Jan 13
6	<b>Department-Wide</b>							
7	OCOMM	Reduce number of district offices (HB2:42)		(\$1,402)	(\$1,402)	\$1,402	\$0	
8	OCOMM	Vacancy Savings-See note 3		\$2,810	\$3,078	(\$2,702)	\$0	
9	DHHS	Consolidation of Human Resources (HB2:84)						
10	DHHS	Consolidation of Business Functions (HB2:85)						
11	Various	Source of funds changes to SSBG		\$1,214	\$1,214	(\$1,200)	\$0	
12	OIS	DoIT Budgeting Error		(\$658)	(\$958)	\$598	\$0	
13	OIS	MMIS contracts		(\$2,000)	(\$2,000)	\$2,000	\$0	
14		Other items-Not listed				(\$5,003)		
15	<b>DCBCS</b>							
16	BBH	Caseloads-BBH		\$0	\$0		\$0	
21	BDS	Caseloads-BDS						
22								
23	BEAS	Nursing Facilities		\$0	\$0		\$1,310	
24	BEAS	Home Health		\$2,210	\$2,150		\$2,340	
25	BEAS	Home Support		\$130	\$400		\$30	
26	BEAS	Mid-level		\$120	\$100		\$250	
27	BEAS	Net Nursing Lines (Transfer Prohibited)		(\$2,460)	(\$2,650)		(\$3,930)	
28								
29	BEAS	State Phase Down Contribution (SPDC)		\$1,150	\$1,310	(\$1,150)	\$180	
30	BEAS	Other Nursing Facilities		\$320	\$320	(\$160)	\$100	
31	BEAS	Caseloads-Medicaid Provider Payments -See note 1		\$1,760	\$3,000	(\$880)	\$2,470	
32								
33	<b>Human Services</b>							
34	DFA	Caseloads-APTD and ANB		\$1,500	\$2,200	(\$2,200)	\$0	
35	DFA	IDP Caseloads		\$1,200	\$1,500	(\$1,500)	\$0	
36	DCYF	TANF & Title IV-E funding		(\$1,565)	(\$1,565)	\$1,500	\$0	
37								
38	Care Mgt	Delay in implementation of Care Management-See note 2		(\$9,000)	(\$11,250)		(\$12,500)	
39								
40	<b>OMBP</b>							
41	OMBP	Caseloads-Medicaid Provider Payments -See note 1		\$19,909	\$18,494	\$5,000	\$19,837	
42	OMBP	Caseloads-Medicaid Drugs-See note 1		\$7,052	\$5,972	(\$2,998)	\$2,374	
43	OMBP	PBM Contract		(\$230)	(\$230)	\$230	\$2	
44	OMBP	State Phase Down Contribution (SPDC)		\$2,528	\$2,528	(\$2,000)	\$517	
45	OMBP	CHIP Performance Bonus		(\$1,300)	(\$1,300)	\$1,300	\$0	
46	OMBP	CHIP		(\$546)	(\$483)	\$483	\$0	
47	OMBP	Outpatient		(\$5,539)	(\$5,529)	\$7,000	\$1,426	
48	OMBP	BCC Program		(\$389)	(\$342)	\$280	\$98	
49	OMBP	Fiscal item (Feb submission est.) to accept/expend CHIPRA funding			\$4,000		\$4,000	
50	Operating Budget Surplus			\$16,814	\$18,557	\$0	\$18,505	
51								
52	<b>Litigation &amp; Audits</b>							
53	DHHS	Medicaid To Schools-Manchester		(\$500)	(\$500)		(\$500)	
54	DHHS	Medicaid To Schools-Transportation		(\$2,000)	(\$2,000)		(\$200)	
55	DHHS	ACF Title IV-E Review		???	???			
56	DHHS	DSH Settlement		(\$17,904)	(\$17,904)		(\$17,904)	
57	BEAS	Bel-Air Settlement		\$0	\$0		\$0	
58	DHHS	Hospital Lawsuit		???	???		???	
59	DHHS	Department of Justice Litigation		???	???		???	
60	NHH	DSH Claiming-Pending CMS Adoption of Rules		???	???		???	
61	DCYF	SFY 2004 - 2006 Residential Services		(\$2,800)	(\$2,800)		(\$2,800)	
62	DCYF	SFY 2007 - 2010 Residential Services		???	???		???	
63								
64	Projected Shortfall in Funding of Litigation & Audits			(\$23,204)	(\$23,204)	\$0	(\$21,404)	
65								
66	Projected Surplus (Deficit) Excluding Lapse			(\$6,390)	(\$4,647)	\$0	(\$2,899)	
67								
68	Notes:							
69	1	Prior month projections were based upon the assumption that caseloads and utilization growth would be as budgeted. Results for the first quarter results have shown enrollment declines in TANF and APTD and no growth in Medicaid medical service caseloads. Caseload assumptions for SFY13 have been modified assuming these trends hold for the balance of SFY13.						
70								
71	2	Each month of delay of managed care implementation beyond 4/1/13 will increase general fund need by approx. \$1.25 million.						
72								
73	3	The number of vacant positions averaged 222 for SFY12. The number of vacancies has been increased to 257 at the end of September						

**Table B**  
**Department of Health and Human Services**  
**Caseload vs Unemployment Rate**









	A	B	C	D	E	F	G	H
1	Table E							
2	Department of Health and Human Services							
3	Operating Statistics							
4	Children In Services							
5								
6		DCYF	DCYF	Family Foster	Residential	Child Care	Child Care	SYSC
7		Referrals	Assessments	Care	Placement	Emplmnt	Wait List	Secure
8				Placement		Related		Census
9		Actual	Actual	Actual	Actual	Actual	Actual	Actual
10								
23	Jul-10	987	638	663	424	5,041	2,386	55
24	Aug-10	1,012	659	646	413	4,903	2,508	53
25	Sep-10	1,182	691	627	400	4,769	2,666	50
26	Oct-10	1,110	651	625	414	4,407	2,505	57
27	Nov-10	1,125	593	626	426	4,487	2,361	64
28	Dec-10	1,072	746	630	410	4,345	1,382	60
29	Jan-11	1,131	831	616	403	4,475	326	59
30	Feb-11	1,076	888	618	394	4,743	0	57
31	Mar-11	1,339	909	619	424	5,083	0	61
32	Apr-11	1,165	805	628	427	5,162	0	73
33	May-11	1,240	810	631	425	5,251	0	80
34	Jun-11	1,237	697	629	423	5,333	0	73
35	Jul-11	963	737	574	351	5,053	0	68
36	Aug-11	1,073	776	583	317	5,055	0	65
37	Sep-11	1,261	674	580	289	5,136	0	61
38	Oct-11	1,197	742	590	302	4,969	0	52
39	Nov-11	1,116	640	602	311	5,047	0	44
40	Dec-11	1,123	777	610	321	5,017	0	48
41	Jan-12	1,289	881	590	309	4,925	0	56
42	Feb-12	1,183	725	596	298	4,869	0	64
43	Mar-12	1,300	767	602	331	4,970	0	62
44	Apr-12	1,223	784	603	332	4,967	0	63
45	May-12	1,477	876	612	350	5,231	0	69
46	Jun-12	1,057	873	613	352	5,274	0	69
47	Jul-12	1,100	681	605	323	5,175	0	60
48	Aug-12	1,050	744	611	317	5,219	0	57
49	Sep-12	1,151	681	619	295	5,050	0	56
50	Oct-12	1,344	898	612	306	5,076	0	60
51	Nov-12	1,098	656	609	321	5,061	0	57
52	Dec-12	1,086	656	601	325	4,995	0	59
53	Jan-13	1,245	715	594	322	5,164	0	54
54	Feb-13							58
55	Mar-13							
56	Apr-13							
57	May-13							
58	Jun-13							
59								
60								
61								
62								
63								
64								
65								
66	<b>Source of Data</b>							
67	Column							
68	B	DCYF SFY Management Database Report: Bridges.						
69	C	DCYF Assessment Supervisory Report: Bridges.						
70	D	Bridges placement authorizations during the month, unduplicated.						
71	E	Bridges placement authorizations during the month, unduplicated.						
72	F	Bridges Expenditure Report, NHB-OAR8-128						
73	G	Child Care Wait List Screen: New Heights						
74	H	Bridges Service Day Query - Bed days divided by days in month						

	A	B	C	D	E	F	G	H	I	J
1	Table F									
2	Department of Health and Human Services									
3	Operating Statistics									
4	Social Services									
5										
6		<b>FANF</b>	<b>APTD Persons</b>	<b>Food Stamps Persons</b>	<b>Child Support Cases</b>					
7					<b>Current Cases</b>	<b>Former Cases</b>	<b>Never Cases</b>	<b>Total Cases</b>		
8										
9		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>		
22	Jul-10	13,920	8,617	109,131	5,550	17,304	13,123	35,977		
23	Aug-10	13,981	8,643	109,950	5,758	17,120	13,138	36,016		
24	Sep-10	14,065	8,650	110,588	5,508	17,374	13,072	35,954		
25	Oct-10	13,615	8,656	110,694	5,726	17,177	13,051	35,954		
26	Nov-10	13,553	8,667	111,476	5,645	17,262	13,026	35,933		
27	Dec-10	13,789	8,749	112,293	5,577	17,345	12,986	35,908		
28	Jan-11	13,796	8,740	113,127	5,716	17,142	12,965	35,823		
29	Feb-11	13,705	8,779	112,803	5,654	17,189	12,917	35,760		
30	Mar-11	13,730	8,912	114,023	5,411	17,425	12,942	35,778		
31	Apr-11	13,597	9,019	114,482	5,435	17,379	12,986	35,800		
32	May-11	13,330	9,009	114,611	5,586	17,150	12,961	35,697		
33	Jun-11	13,272	9,088	114,441	5,401	17,296	12,902	35,599		
34	Jul-11	12,046	9,031	113,984	5,302	17,277	12,906	35,485		
35	Aug-11	11,980	8,905	114,285	5,416	17,099	12,842	35,357		
36	Sep-11	12,014	8,864	114,344	5,163	17,225	12,748	35,136		
37	Oct-11	11,756	8,763	114,705	5,365	17,081	12,749	35,195		
38	Nov-11	11,668	8,854	114,371	5,325	17,095	12,728	35,148		
39	Dec-11	11,787	9,006	115,671	5,192	17,184	12,760	35,136		
40	Jan-12	11,781	8,834	117,047	5,360	17,052	12,793	35,205		
41	Feb-12	11,628	8,792	117,293	5,327	17,066	12,836	35,229		
42	Mar-12	9,202	8,600	117,250	4,211	18,113	12,897	35,221	*	
43	Apr-12	8,950	8,575	117,443	4,308	17,966	12,876	35,150		
44	May-12	8,853	8,541	117,744	4,308	17,881	12,845	35,034		
45	Jun-12	8,774	8,518	117,708	4,139	17,952	12,898	34,989		
46	Jul-12	8,690	8,405	117,625	4,184	17,771	12,928	34,883		
47	Aug-12	8,793	8,296	117,916	4,031	17,760	12,899	34,690		
48	Sep-12	8,657	8,218	117,569	4,038	17,722	12,853	34,613		
49	Oct-12	8,704	8,216	119,101	4,261	17,526	12,865	34,652		
50	Nov-12	8,599	8,181	118,992	4,066	17,650	12,862	34,578		
51	Dec-12	8,493	8,164	118,817	4,051	17,653	12,893	34,597		
52	Jan-13	8,559	8,115	120,153	4,136	17,542	12,836	34,514		
53	Feb-13									
54	Mar-13									
55	Apr-13									
56	May-13									
57	Jun-13									
58										
59	<b>Source of Data</b>									
60	Column									
61	B	Office of Research & Analysis, Ca								
62	C	Budget Document								
63	D	Budget Document								
64	E-H	DCSS Caseload (Month End Actual from NECSES)								
65										
66		* Effective 3/1/12, SSI or SSP is considered when determining FANF eligibility.								
67		Those child support cases no longer eligible, are now "Former" assistance								
68		cases.								
69										

	A	B	C	D	E	F	G	H	I
1	<b>Table G</b>								
2	<b>Department of Health and Human Services</b>								
3	<b>Operating Statistics</b>								
4	<b>Community Mental Health Center Medicaid</b>								
5									
6		<b>Monthly Cost</b>	<b>YTD Weekly Average Cost</b>		<b>Medicaid Client Trending Report</b>				
7		<u>Actual</u>	<u>Actual</u>		Current Date: 2/8/13		Note: All figures are year-to-date		
20	Jul-10	\$7,988,373	\$ 1,597,675		<b>ACTUALS - YTD</b>				
21	Aug-10	\$7,136,649	\$ 1,680,558		<b>FISCAL YEAR</b>	<u>QTR 1</u>	<u>QTR 2</u>	<u>QTR 3</u>	<u>QTR 4</u>
22	Sep-10	\$6,629,711	\$ 1,673,441		2008	11,016	13,553	15,497	17,392
23	Oct-10	\$8,685,885	\$ 1,691,145		2009	12,014	14,693	16,849	19,206
24	Nov-10	\$8,628,997	\$ 1,775,892		2010	13,240	16,187	18,580	20,797
25	Dec-10	\$6,900,690	\$ 1,702,604		2011	13,480	16,390	18,410	20,665
26	Jan-11	\$6,184,140	\$ 1,682,401		2012	13,358	15,775	17,447	19,925
27	Feb-11	\$6,740,043	\$ 1,682,700		2013	12,334	15,761		
28	Mar-11	\$7,382,305	\$ 1,699,405						
29	Apr-11	\$9,302,312	\$ 1,757,654		<b>BUDGETED - YTD</b>				
30	May-11	\$7,547,988	\$ 1,731,814		<b>FISCAL YEAR</b>	<u>QTR 1</u>	<u>QTR 2</u>	<u>QTR 3</u>	<u>QTR 4</u>
31	Jun-11	\$7,992,643	\$ 1,752,303		2011	12,541	15,333	17,599	19,699
32	Jul-11	\$7,631,195	\$ 1,526,239		2012	13,806	16,787	18,856	21,165
33	Aug-11	\$6,879,546	\$ 1,612,305		2013	14,214	16,786	18,565	21,202
34	Sep-11	\$8,259,497	\$ 1,626,446						
35	Oct-11	\$6,551,174	\$ 1,628,967						
36	Nov-11	\$6,684,985	\$ 1,636,654		<b>VARIANCE: BUDGETED TO ACTUAL - YTD</b>				
37	Dec-11	\$8,227,790	\$ 1,638,303		<b>FISCAL YEAR</b>	<u>QTR 1</u>	<u>QTR 2</u>	<u>QTR 3</u>	<u>QTR 4</u>
38	Jan-12	\$6,020,154	\$ 1,621,108		2012	-448	-1,012	-1,409	-1,240
39	Feb-12	\$6,992,712	\$ 1,635,630		2013	-1,880	-1,025		
40	Mar-12	\$8,495,420	\$ 1,643,562						
41	Apr-12	\$7,164,315	\$ 1,656,972						
42	May-12	\$7,280,134	\$ 1,670,561						
43	Jun-12	\$8,576,998	\$ 1,674,791						
44	Jul-12	\$6,080,133	\$ 1,520,033						
45	Aug-12	\$8,396,227	\$ 1,608,484						
46	Sep-12	\$6,638,801	\$ 1,624,243						
47	Oct-12	\$6,557,972	\$ 1,627,831						
48	Nov-12	\$8,163,038	\$ 1,628,917						
49	Dec-12	\$6,888,680	\$ 1,643,264						
50	Jan-13	\$5,678,659	\$ 1,613,450						
51	Feb-13								
52	Mar-13								
53	Apr-13								
54	May-13								
55	Jun-13								
56									

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Table H													
2	Department of Health and Human Services													
3	Operating Statistics													
4	Elderly & Adult Long Term Care													
5														
6		Total Nursing Clients		CFI Home Health	CFI Midlevel	Other Nursing	Nursing Home Beds		Pct in NF	APS Clients Assmnts	APS Cases Ongoing	SSBG AIHC Waitlist	Total SSBG AIHC	
7		Actual	Budget			Note 1	3 mo. Avg	Budget						
8														
20	Jul-10	7,284	7,740	2,541	384	36	4,359	4,063	59.8%	250	1,121	5		
21	Aug-10	7,223	7,740	2,494	389	34	4,340	4,063	60.1%	221	1,118	1		
22	Sep-10	7,112	7,740	2,513	365	32	4,234	4,063	59.5%	228	1,104	0	506	
23	Oct-10	7,150	7,740	2,527	387	35	4,236	4,063	59.2%	228	1,080	0		
24	Nov-10	7,237	7,740	2,557	396	28	4,284	4,063	59.2%	221	1,067	3		
25	Dec-10	7,346	7,740	2,530	413	32	4,403	4,063	59.9%	183	1,068	0	614	
26	Jan-11	7,217	7,740	2,468	416	32	4,333	4,063	60.0%	178	1,039	3		
27	Feb-11	7,164	7,740	2,548	385	33	4,231	4,063	59.1%	162	1,040	6		
28	Mar-11	7,127	7,740	2,544	388	32	4,195	4,063	58.9%	203	1,042	3		
29	Apr-11	7,221	7,740	2,511	422	31	4,288	4,063	59.4%	222	1,041	3		
30	May-11	7,079	7,740	2,485	417	34	4,177	4,063	59.0%	207	1,058	8		
31	Jun-11	7,094	7,740	2,436	420	35	4,238	4,063	59.7%	238	1,077	4	740	YTD
32	Jul-11	7,142	7,515	2,499	443	31	4,200	4,400	58.8%	200	1,069	1		
33	Aug-11	7,196	7,515	2,396	456	37	4,344	4,400	60.4%	226	1,083	2		
34	Sep-11	7,174	7,515	2,382	447	32	4,345	4,400	60.6%	236	1,091	2	532	YTD
35	Oct-11	7,053	7,515	2,340	442	33	4,271	4,400	60.6%	253	1,108	2		
36	Nov-11	7,037	7,515	2,350	432	35	4,255	4,400	60.5%	212	1,103	2		
37	Dec-11	7,132	7,515	2,356	446	32	4,330	4,400	60.7%	220	1,095	-	667	YTD
38	Jan-12	7,189	7,515	2,357	439	34	4,393	4,400	61.1%	215	1,077	9		
39	Feb-12	7,312	7,515	2,417	418	33	4,477	4,400	61.2%	215	1,084	9		
40	Mar-12	7,518	7,515	2,530	448	31	4,540	4,400	60.4%	240	1,065	13	740	YTD
41	Apr-12	7,368	7,515	2,450	433	34	4,485	4,400	60.9%	223	1,053	9		
42	May-12	7,343	7,515	2,486	439	33	4,418	4,400	60.2%	223	1,084	5		
43	Jun-12	7,376	7,515	2,554	436	34	4,386	4,400	59.5%	245	1,095	16	786	YTD
44	Jul-12	7,225	7,578	2,401	444	34	4,380	4,422	60.6%	238	1,096	9		
45	Aug-12	7,448	7,578	2,468	471	39	4,509	4,422	60.5%	251	1,087	5		
46	Sep-12	7,281	7,578	2,454	462	37	4,365	4,422	60.0%	209	1,092	6	518	YTD
47	Oct-12	7,293	7,578	2,475	464	35	4,354	4,422	59.7%	243	1,137	1		
48	Nov-12	7,254	7,578	2,478	482	34	4,294	4,422	59.2%	200	1,203	1		
49	Dec-12	7,253	7,578	2,433	484	35	4,336	4,422	59.8%	178	1,186	1	635	YTD
50	Jan-13	7,194	7,578	2,421	461	37	4,312	4,422	59.9%	255	1,201	1		
51	Feb-13													
52	Mar-13													
53	Apr-13													
54	May-13													
55	Jun-13													
56														
57														
58		Note 1: These clients are also captured under OMBP Provider Payments												
59		Note : CFI Home Health = CFI Home Support and Home Health Care Waiver Services												
60	Source of Data													
61	Columns													
62														
63	D-F	MDSS monthly client counts												
64	G	3 month Avg of the number of paid bed days in the month/days in prior month												
65		by the number of days in the previous month. MDSS												
66	J	Options Monthly Protective Reports												
67	K	Options Monthly Activity Report												
68	L	SSBG Adult In-Home Care verbal report from Adult Protective Services Administrator												
69	M	Quarterly Options Paid Claims from Business Systems Unit Manager												

	A	B	C	D	E	F	G	H	I	J
1	<b>Operating Statistics</b>									
2	<b>Developmental Services Long Term Care</b>									
3										
4										
5		BDS Programs served FYTD**	BDS Programs - FYTD Unduplicated Count	Early Supports & Services	Special Medical Services	Partners in Health Program	Devl. Serv. Priority #1 DD Waitlist	Devl. Serv. ABD Waitlist		Medicaid to Schools
6					8-09 to 8-12 Actual	8-09 to 8-12 Actual	Actual*	Actual*		
7	Aug-09	11,213	7,459	1,817	2,006	874	37	0		
8	Sep-09	11,534	7,882	1,823	1,868	892	37	0		
9	Oct-09	12,014	8,241	1,811	2,019	877	37	0		
10	Nov-09	12,561	8,703	1,760	2,044	907	37	0		
11	Dec-09	12,906	9,036	1,803	2,048	911	19	0		
12	Jan-10	13,631	9,836	1,826	1,917	939	19	0		
13	Feb-10	14,403	10,575	1,753	1,928	950	19	0		
14	Mar-10	14,493	10,650	1,869	1,849	997	47	0		
15	Apr-10	14,844	11,084	1,864	1,576	1,092	47	0		
16	May-10	15,446	11,830	1,857	1,620	998	47	0		
17	Jun-10	14,693	12,015	1,861	1,660	1,018	20	0		6,612
18	Jul-10	9,505	6,463	1,927	1,652	1,390	40	0		
19	Aug-10	10,574	7,826	2,054	1,690	1,058	13	0		
20	Sep-10	11,107	8,324	2,069	1,730	1,053	9	0		
21	Oct-10	11,667	8,826	2,087	1,767	1,074	21	1		
22	Nov-10	12,438	9,600	2,128	1,768	1,070	19	0		
23	Dec-10	12,732	9,959	2,101	1,667	1,106	19	0		
24	Jan-11	13,152	10,344	1,972	1,659	1,149	19	0		
25	Feb-11	13,567	10,817	2,017	1,613	1,137	19	0		
26	Mar-11	13,900	11,098	2,182	1,651	1,151	20	0		
27	Apr-11	14,201	11,337	2,277	1,695	1,169	30	0		
28	May-11	14,623	11,713	2,339	1,742	1,168	30	0		
29	Jun-11	15,148	12,168	2,344	1,772	1,208	24	4		6,785
30	Jul-11	10,626	7,627	2,248	1,795	1,204	56	6		
31	Aug-11	10,953	7,957	1,799	1,806	1,190	34	8		
32	Sep-11	11,146	8,328	2,329	1,811	1,007	34	10		
33	Oct-11	11,500	8,529	2,668	1,841	1,130	46	9		
34	Nov-11	11,918	9,077	2,917	1,727	1,114	58	9		
35	Dec-11	12,290	9,445	3,057	1,742	1,103	62	0		
36	Jan-12	12,535	9,848	3,274	1,667	1,020	66	0		
37	Feb-12	12,767	10,112	3,468	1,663	992	71	0		
38	Mar-12	13,133	10,455	3,661	1,695	983	78	0		
39	Apr-12	13,510	10,802	3,922	1,702	1,006	81	0		
40	May-12	13,850	11,122	4,154	1,740	988	90	0		
41	Jun-12	14,248	11,513	4,423	1,737	998	94	0		6,419
42	Jul-12	9,742	7,055	1,891	1,689	998	123	0		
43	Aug-12	10,324	7,590	2,083	1,738	996	123	0		
44	Sep-12	11,000	8,156	2,288	1,814	1,030	154	0		
45	Oct-12	11,701	8,774	2,601	1,876	1,051	169	0		
46	Nov-12	12,207	9,209	2,861	1,935	1,063	172	0		
47	Dec-12	12,562	9,502	3,033	1,980	1,080	190	0		
48	Jan-13	13,217	10,065	3,255	2,063	1,089	219	0		
49	Feb-13									
50	Mar-13									
51	Apr-13									
52	May-13									
53	Jun-13									
54										
55										
56										
57	Data Sources:	NHLeads	NHLeads	NHLeads	SMSdb	PIHdb	Registry	Registry		
58										
59	*G & *H	Represent the number of individuals waiting at least 90-days for DD or ABD								
60		Waiver funding.								
61	**	BDS count excludes MTS Students served								
62	E & F	Represents year-to-date total number served								

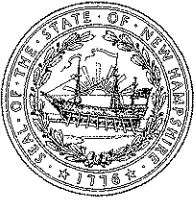
	A	B	C	D	E	F	G	H	I	J	K
1	Table I										
2	Department of Health and Human Services										
3	Operating Statistics										
4	Shelter & Institutions										
5											
6		NHH				BHHS					Glenciff
7		APS & APC Census	APS & APC Admissions	THS Census		Individual Bednights	% of		Family Bednights	% of	GH Census
8		Actual	Actual	Actual	Capacity	Actual	Capacity	Capacity	Actual	Capacity	Actual
9											
22	Jul-10	148	178	41	11,408	8,444	74%	806	595	74%	112
23	Aug-10	145	185	41	10,304	7,523	73%	728	599	82%	112
24	Sep-10	146	184	42	11,040	8,032	73%	780	688	88%	112
25	Oct-10	145	191	43	10,757	8,668	81%	780	687	88%	112
26	Nov-10	162	200	43	10,590	9,101	86%	780	622	80%	113
27	Dec-10	156	173	40	10,943	9,539	87%	806	612	76%	113
28	Jan-11	154	184	42	11,997	10,525	88%	806	667	83%	109
29	Feb-11	156	160	43	10,836	10,606	98%	728	627	86%	106
30	Mar-11	159	219	44	11,657	10,528	90%	806	639	79%	109
31	Apr-11	152	204	42	10,590	9,141	86%	780	680	87%	111
32	May-11	153	228	44	10,943	8,785	80%	806	622	77%	113
33	Jun-11	139	199	43	10,590	9,019	85%	780	588	75%	113
34	Jul-11	142	209	43	10,943	9,368	86%	806	627	78%	113
35	Aug-11	134	192	41	10,943	9,590	88%	806	732	91%	115
36	Sep-11	128	196	41	10,590	9,719	92%	768	744	97%	115
37	Oct-11	149	200	37	10,943	10,781	99%	806	826	102%	117
38	Nov-11	150	193	36	10,590	10,779	102%	780	885	113%	116
39	Dec-11	151	202	36	11,521	11,721	102%	806	877	109%	113
40	Jan-12	153	207	0	12,090	12,173	101%	806	883	110%	115
41	Feb-12	153	191	0	11,310	11,137	98%	754	770	102%	116
42	Mar-12	153	184	0	12,090	11,049	91%	806	837	104%	118
43	Apr-12	153	200	0	10,590	9,945	94%	780	817	105%	118
44	May-12	155	208	0	10,943	10,510	96%	806	898	111%	117
45	Jun-12	149	187	0	10,590	9,845	93%	780	869	111%	119
46	Jul-12	145	161	0	10,943	9,568	87%	806	685	85%	118
47	Aug-12	149	193	0	10,943	9,573	87%	806	755	94%	118
48	Sep-12	151	162	0	9,870	9,304	94%	780	674	86%	119
49	Oct-12	150	178	0	10,199	9,826	96%	806	757	94%	119
50	Nov-12	150	161	0	9,870	9,369	95%	780	763	98%	117
51	Dec-12	150	125	0	10,133	9,420	93%	754	808	107%	117
52	Jan-13	161	173	0	11,346	11,433	101%	806	826	102%	117
53	Feb-13										
54	Mar-13										
55	Apr-13										
56	May-13										
57	Jun-13										
58											
59											
60											
61	Source of Data										
62	Column										
63	B	Daily in-house midnight census averaged per month									
64	C	Daily census report of admissions totalled per month									
65	D	Daily in-house midnight census averaged per month									
66	E	Total number of individual bednights available in emergency shelters									
67	F	Total number of individual bednights utilized in emergency shelters									
68	G	Percentage of individual bednights utilized during month									
69	H	Total number of family bednights available in emergency shelters									
70	I	Total number of family bednights utilized in emergency shelters									
71	J	Percentage of family bednights utilized during month									
72	K	Daily in-house midnight census averaged per month									

	A	B	C	D	E	F	G	H	I
1	Table J								
2	Department of Health and Human Services								
3	Office of Medicaid Business and Policy								
4	Budget V. Actual Medical Expenditures								
5									
6	<b>Medicaid Provider Payments</b>								
7	<b>(Provider Payments, Outpatient Hospital, Prescription Drugs and CHIP FFS)</b>								
8		<b>Budgeted</b>	<b>Expended</b>	<b>Excess/Shortfall</b>					
9	Jul-12	\$33,504,813	\$28,414,183	\$5,090,630					
10	Aug-12	\$41,881,016	\$41,991,758	(\$110,741)					
11	Sep-12	\$33,504,813	\$28,853,109	\$4,651,704					
12	Oct-12	\$33,504,813	\$33,899,882	(\$395,069)					
13	Nov-12	\$41,881,016	\$38,286,866	\$3,594,151					
14	Dec-12	\$34,745,011	\$37,862,968	(\$3,117,957)					
15	Jan-13	\$34,745,011	\$31,912,309	\$2,832,702					
16	Feb-13	\$35,026,874	\$34,950,556	\$76,318					
17	Mar-13	\$43,783,593	\$47,864,293	(\$4,080,690)					
18	Apr-13	\$35,026,874	\$41,810,368	(\$6,783,494)					
19	May-13	\$43,783,593	\$40,392,983	\$3,390,610					
20	Jun-13	\$35,026,874	\$39,091,009	(\$4,064,135)					
21	<b>Total</b>	<b>\$446,414,302</b>	<b>\$445,330,273</b>	<b>\$1,084,029</b>					
22									
23									
24	<b>CHIP Fee-for-service: Budget + expenses moved to Provider Payments w/Dept Transfer</b>								
25	<b>CHIP Expenses reported in Medicaid Provider Payments Mnthly Costs</b>								
26		<b>Informational:</b>	<b>Expended</b>						
27	Jul-12		\$431,145						
28	Aug-12		\$1,398,498						
29	Sep-12		\$1,147,111						
30	Oct-12		\$1,324,754						
31	Nov-12		\$1,534,985						
32	Dec-12		\$1,572,977						
33	Jan-13		\$1,502,165						
34	Feb-13		\$1,515,055						
35	Mar-13		\$1,972,860						
36	Apr-13		\$1,504,197						
37	May-13		\$1,787,634						
38	Jun-13		\$1,504,197						
39	<b>Total</b>		<b>\$17,195,578</b>						
40									
41									
42	<b>BCCP</b>								
43	<b>(Provider Payments, Outpatient Hospital, Prescription Drugs)</b>								
44		<b>Budgeted</b>	<b>Expended</b>	<b>Excess/Shortfall</b>					
45	Jul-12	\$251,156	\$278,082	(\$26,926)					
46	Aug-12	\$313,945	\$378,267	(\$64,322)					
47	Sep-12	\$251,156	\$317,636	(\$66,480)					
48	Oct-12	\$251,156	\$342,295	(\$91,139)					
49	Nov-12	\$251,156	\$345,771	(\$94,615)					
50	Dec-12	\$313,945	\$371,182	(\$57,237)					
51	Jan-13	\$251,156	\$337,068	(\$85,912)					
52	Feb-13	\$396,611	\$267,547	\$139,064					
53	Mar-13	\$495,763	\$330,382	\$165,381					
54	Apr-13	\$396,611	\$267,149	\$139,462					
55	May-13	\$495,763	\$312,489	\$183,274					
56	Jun-13	\$396,611	\$267,149	\$139,462					
57	<b>Total</b>	<b>\$4,065,027</b>	<b>\$3,785,016</b>	<b>\$280,011</b>					
58									
59									
60	<b>Notes:</b>								
61	Shaded figures are estimates								
62	Department of Health and Human Services; Reduction in Appropriation. In the event that estimated restricted revenues collected by the								
63	department of health and human services in the aggregate are less than budgeted, during the biennium ending June 30, 2013, the total								
64	appropriations to the department of health and human services shall be reduced by the amount of the shortfall in either actual or projected								
65	revenue. The commissioner of the department of health and human services shall notify the bureau of accounting, in writing, no later than								
66	April 1st of each year as to precisely which line item appropriation and in what specific amount reductions are to be made in order to fully								
67	compensate for the total revenue deficits.								
68	The above Budgeted and Excess/Shortfall amounts do not include Jan Dept Transfer								



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	Table K																		
2	Department of Health and Human Services																		
3	Caseloads Versus Prior Year & Prior Month																		
4																			
5		Unduplicated Persons			Medicaid Persons			Long Term Care-Seniors			FANF Persons			APTD Persons			SNAP Persons		
6		Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo
7																			
32	Jul-10	150,572	7.2%	0.2%	118,831	4.4%	-0.2%	7,284	-4.3%	1.4%	13,920	4.1%	-1.8%	8,617	9.7%	0.0%	109,131	25.7%	0.4%
33	Aug-10	151,231	7.2%	0.4%	118,841	4.2%	0.0%	7,223	-1.4%	-0.8%	13,981	3.6%	0.4%	8,643	8.9%	0.3%	109,950	23.2%	0.8%
34	Sep-10	151,609	6.5%	0.2%	119,213	3.8%	0.3%	7,112	-0.8%	-1.5%	14,065	2.1%	0.6%	8,650	7.8%	0.1%	110,588	20.4%	0.6%
35	Oct-10	151,486	5.4%	-0.1%	118,770	2.4%	-0.4%	7,150	-4.1%	0.5%	13,615	-1.2%	-3.2%	8,656	6.5%	0.1%	110,694	16.8%	0.1%
36	Nov-10	151,906	5.1%	0.3%	118,882	2.2%	0.1%	7,237	-0.5%	1.2%	13,553	-2.7%	-0.5%	8,667	5.4%	0.1%	111,476	15.2%	0.7%
37	Dec-10	152,991	5.0%	0.7%	119,845	2.3%	0.8%	7,346	4.5%	1.5%	13,789	-3.5%	1.7%	8,749	5.6%	0.9%	112,293	13.2%	0.7%
38	Jan-11	153,338	4.7%	0.2%	119,554	1.9%	-0.2%	7,217	-1.3%	-1.8%	13,796	-4.1%	0.1%	8,740	4.8%	-0.1%	113,127	12.0%	0.7%
39	Feb-11	152,942	3.7%	-0.3%	119,255	1.0%	-0.3%	7,164	-0.7%	-0.7%	13,705	-5.6%	-0.7%	8,779	4.4%	0.4%	112,803	9.8%	-0.3%
40	Mar-11	154,218	3.5%	0.8%	120,395	1.3%	1.0%	7,127	-2.9%	-0.5%	13,730	-5.9%	0.2%	8,912	5.1%	1.5%	114,023	8.5%	1.1%
41	Apr-11	154,397	3.0%	0.1%	120,532	0.9%	0.1%	7,221	-2.0%	1.3%	13,597	-6.8%	-1.0%	9,019	5.4%	1.2%	114,482	7.7%	0.4%
42	May-11	154,589	2.9%	0.1%	120,353	1.0%	-0.1%	7,079	-1.3%	-2.0%	13,330	-6.4%	-2.0%	9,009	5.3%	-0.1%	114,611	6.0%	0.1%
43	Jun-11	154,572	2.8%	0.0%	120,867	1.5%	0.4%	7,094	-1.3%	0.2%	13,272	-6.4%	-0.4%	9,088	5.5%	0.9%	114,441	5.3%	-0.1%
44	Jul-11	153,928	2.2%	-0.4%	119,814	0.8%	-0.9%	7,142	-1.9%	0.7%	12,046	-13.5%	-9.2%	9,031	4.8%	-0.6%	113,984	4.4%	-0.4%
45	Aug-11	153,803	1.7%	-0.1%	119,628	0.7%	-0.2%	7,196	-0.4%	0.8%	11,980	-14.3%	-0.5%	8,905	3.0%	-1.4%	114,285	3.9%	0.3%
46	Sep-11	154,055	1.6%	0.2%	119,916	0.6%	0.2%	7,174	0.9%	-0.3%	12,014	-14.6%	0.3%	8,864	2.5%	-0.5%	114,344	3.4%	0.1%
47	Oct-11	153,942	1.6%	-0.1%	119,437	0.6%	-0.4%	7,053	-1.4%	-1.7%	11,756	-13.7%	-2.1%	8,793	1.6%	-0.8%	114,705	3.6%	0.3%
48	Nov-11	153,484	1.0%	-0.3%	118,901	0.0%	-0.4%	7,037	-2.8%	-0.2%	11,668	-13.9%	-0.7%	8,854	2.2%	0.7%	114,371	2.6%	-0.3%
49	Dec-11	154,470	1.0%	0.6%	119,626	-0.2%	0.6%	7,132	-2.9%	1.4%	11,787	-14.5%	1.0%	9,006	2.9%	1.7%	115,671	3.0%	1.1%
50	Jan-12	154,765	0.9%	0.2%	119,338	-0.2%	-0.2%	7,189	-0.4%	0.8%	11,781	-14.6%	-0.1%	8,834	1.1%	-1.9%	117,047	3.5%	1.2%
51	Feb-12	155,274	1.5%	0.3%	119,553	0.2%	0.2%	7,312	2.1%	1.7%	11,628	-15.2%	-1.3%	8,792	0.1%	-0.5%	117,293	4.0%	0.2%
52	Mar-12	155,424	0.8%	0.1%	120,382	0.0%	0.7%	7,518	5.5%	2.8%	9,202	-33.0%	-20.9%	8,600	-3.5%	-2.2%	117,250	2.8%	0.0%
53	Apr-12	155,639	0.8%	0.1%	120,538	0.0%	0.1%	7,368	2.0%	-2.0%	8,950	-34.2%	-2.7%	8,595	-4.7%	-0.1%	117,443	2.6%	0.2%
54	May-12	155,789	0.8%	0.1%	120,520	0.1%	0.0%	7,343	3.7%	-0.3%	8,853	-33.6%	-1.1%	8,541	-5.2%	-0.6%	117,744	2.7%	0.3%
55	Jun-12	156,002	0.9%	0.1%	120,335	-0.4%	-0.2%	7,376	4.0%	0.4%	8,774	-33.9%	-0.9%	8,518	-6.3%	-0.3%	117,708	2.9%	0.0%
56	Jul-12	156,637	1.8%	0.4%	129,569	Eff. 7/1/12 CHIP included		7,225	1.2%	-2.0%	8,690	-27.9%	-1.0%	8,405	-6.9%	-1.3%	117,625	3.2%	-0.1%
57	Aug-12	156,966	2.1%	0.2%	129,951	8.6%	0.3%	7,448	3.5%	3.1%	8,793	-26.6%	1.2%	8,296	-6.8%	-1.3%	114,916	0.6%	-2.3%
58	Sep-12	156,144	1.4%	-0.5%	129,479	8.0%	-0.4%	7,281	1.5%	-2.2%	8,657	-27.9%	-1.5%	8,218	-7.3%	-0.9%	117,569	2.8%	2.3%
59	Oct-12	157,243	2.1%	0.7%	130,393	9.2%	0.7%	7,293	3.4%	0.2%	8,704	-26.0%	0.5%	8,216	-6.6%	0.0%	119,101	3.8%	1.3%
60	Nov-12	157,170	2.4%	0.0%	130,110	9.4%	-0.2%	7,254	3.1%	-0.5%	8,599	-26.3%	-1.2%	8,181	-7.6%	-0.4%	118,992	4.0%	-0.1%
61	Dec-12	156,588	1.4%	-0.4%	130,001	8.7%	-0.1%	7,253	1.7%	0.0%	8,493	-27.9%	-1.2%	8,164	-9.3%	-0.2%	118,817	2.7%	-0.1%
62	Jan-13	157,348	1.7%	0.5%	130,239	9.1%	0.2%	7,194	0.1%	-0.8%	8,559	-27.3%	0.8%	8,115	-8.1%	-0.6%	120,153	2.7%	1.1%
63	Feb-13																		
64	Mar-13																		
65	Apr-13																		
66	May-13																		
67	Jun-13																		
68																			

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	DATA TABLES FOR CHARTS																
2																	
3	Caseloads Vs Unemployment			Caseloads-Actual					Personnel Vacancy Rate								
4		NH Unempl. Rate	Unduplicated Persons		FANF Persons Actual	APTD Actual	Medicaid Persons Actual		Authorized	Filled	Vacant	PCT		Caseload	Staff		
5																	
31	Jul-09	6.8%	140,420	Jul-09	13,377	7,855	113,861	Jul-09	3,353	3,066	287	8.6%	Jul-09	140,420	3,066		
32	Aug-09	6.9%	141,132	Aug-09	13,498	7,935	114,030	Aug-09	3,353	3,040	313	9.3%		141,132	3,040		
33	Sep-09	7.2%	142,381	Sep-09	13,771	8,022	114,862	Sep-09	3,334	3,021	313	9.4%		142,381	3,021		
34	Oct-09	6.8%	143,697	Oct-09	13,787	8,127	115,976	Oct-09	3,338	2,909	429	12.9%	Oct-09	143,697	2,909		
35	Nov-09	6.7%	144,519	Nov-09	13,927	8,221	116,291	Nov-09	3,337	2,902	435	13.0%		144,519	2,902		
36	Dec-09	6.9%	145,758	Dec-09	14,288	8,288	117,171	Dec-09	3,337	2,893	444	13.3%		145,758	2,893		
37	Jan-10	7.0%	146,491	Jan-10	14,392	8,337	117,326	Jan-10	3,337	2,886	451	13.5%	Jan-10	146,491	2,886		
38	Feb-10	7.1%	147,414	Feb-10	14,522	8,412	118,060	Feb-10	3,337	2,887	450	13.5%		147,414	2,887		
39	Mar-10	7.0%	149,065	Mar-10	14,587	8,481	118,926	Mar-10	3,337	2,877	460	13.8%		149,065	2,877		
40	Apr-10	6.7%	149,947	Apr-10	14,596	8,557	119,503	Apr-10	3,337	2,873	464	13.9%	Apr-10	149,947	2,873		
41	May-10	6.4%	150,236	May-10	14,244	8,556	119,197	May-10	3,337	2,857	480	14.4%		150,236	2,857		
42	Jun-10	5.9%	150,331	Jun-10	14,181	8,615	119,121	Jun-10	3,344	2,862	482	14.4%		150,331	2,862		
43	Jul-10	5.8%	150,572	Jul-10	13,920	8,617	118,831	Jul-10	3,344	2,818	526	15.7%	Jul-10	150,572	2,818		
44	Aug-10	5.7%	151,231	Aug-10	13,981	8,643	118,841	Aug-10	3,344	2,802	542	16.2%		151,231	2,802		
45	Sep-10	5.5%	151,609	Sep-10	14,065	8,650	119,213	Sep-10	3,344	2,795	549	16.4%		151,609	2,795		
46	Oct-10	5.4%	151,486	Oct-10	13,615	8,656	118,770	Oct-10	3,341	2,800	541	16.2%	Oct-10	151,486	2,800		
47	Nov-10	5.4%	151,906	Nov-10	13,553	8,667	118,882	Nov-10	3,344	2,809	535	16.0%		151,906	2,809		
48	Dec-10	5.4%	152,991	Dec-10	13,789	8,749	119,845	Dec-10	3,348	2,815	533	15.9%		152,991	2,815		
49	Jan-11	5.6%	153,338	Jan-11	13,796	8,740	119,554	Jan-11	3,348	2,813	535	16.0%	Jan-11	153,338	2,813		
50	Feb-11	5.4%	152,942	Feb-11	13,705	8,779	119,255	Feb-11	3,348	2,820	528	15.8%		152,942	2,820		
51	Mar-11	5.2%	154,218	Mar-11	13,730	8,912	120,395	Mar-11	3,348	2,827	521	15.6%		154,218	2,827		
52	Apr-11	4.9%	154,397	Apr-11	13,597	9,019	120,532	Apr-11	3,348	2,818	530	15.8%	Apr-11	154,397	2,818		
53	May-11	4.8%	154,589	May-11	13,330	9,009	120,353	May-11	3,348	2,794	554	16.5%		154,589	2,794		
54	Jun-11	4.9%	154,572	Jun-11	13,272	9,088	120,867	Jun-11	3,348	2,767	581	17.4%		154,572	2,767		
55	Jul-11	5.2%	153,928	Jul-11	12,046	9,031	119,814	Jul-11	2,995	2,764	231	7.7%	Jul-11	153,928	2,764		
56	Aug-11	5.3%	153,803	Aug-11	11,980	8,905	119,628	Aug-11	2,995	2,767	228	7.6%		153,803	2,767		
57	Sep-11	5.4%	154,055	Sep-11	12,014	8,864	119,916	Sep-11	2,995	2,774	221	7.4%		154,055	2,774		
58	Oct-11	5.3%	153,942	Oct-11	11,756	8,793	119,437	Oct-11	2,997	2,759	238	7.9%	Oct-11	153,942	2,759		
59	Nov-11	5.2%	153,484	Nov-11	11,668	8,854	118,901	Nov-11	2,997	2,753	244	8.1%		153,484	2,753		
60	Dec-11	5.2%	154,470	Dec-11	11,787	9,006	119,626	Dec-11	2,898	2,672	226	7.8%		154,470	2,672		
61	Jan-12	5.2%	154,765	Jan-12	11,781	8,834	119,338	Jan-12	2,898	2,699	199	6.9%	Jan-12	154,765	2,699		
62	Feb-12	5.2%	155,274	Feb-12	11,628	8,792	119,553	Feb-12	2,898	2,686	212	7.3%		155,274	2,686		
63	Mar-12	5.2%	155,424	Mar-12	9,202	8,600	120,382	Mar-12	2,898	2,694	204	7.0%		155,424	2,694		
64	Apr-12	5.0%	155,639	Apr-12	8,950	8,595	120,538	Apr-12	2,898	2,687	211	7.3%	Apr-12	155,639	2,687		
65	May-12	5.0%	155,789	May-12	8,853	8,541	120,520	May-12	2,898	2,674	224	7.7%		155,789	2,674		
66	Jun-12	5.1%	156,002	Jun-12	8,774	8,518	120,335	Jun-12	2,897	2,671	226	7.8%		156,002	2,671		
67	Jul-12	5.4%	156,637	Jul-12	8,690	8,405	126,569	Jul-12	2,897	2,660	237	8.2%	Jul-12	156,637	2,660		
68	Aug-12	5.7%	156,966	Aug-12	8,793	8,296	129,951	Aug-12	2,897	2,643	254	8.8%		156,966	2,643		
69	Sep-12	5.7%	156,144	Sep-12	8,657	8,218	129,479	Sep-12	2,897	2,640	257	8.9%		156,144	2,640		
70	Oct-12	5.7%	157,243	Oct-12	8,704	8,216	130,393	Oct-12	2,897	2,641	256	8.8%	Oct-12	157,243	2,641		
71	Nov-12	5.6%	157,170	Nov-12	8,599	8,181	130,110	Nov-12	2,897	2,636	261	9.0%		157,170	2,636		
72	Dec-12	5.7%	156,588	Dec-12	8,493	8,164	130,001	Dec-12	2,897	2,633	264	9.1%		156,588	2,633		
73	Jan-13		157,348	Jan-13	8,559	8,115	130,239	Jan-13	2,898	2,619	279	9.6%	Jan-13	157,348	2,619		
74	Feb-13			Feb-13				Feb-13									
75	Mar-13			Mar-13				Mar-13									
76	Apr-13			Apr-13				Apr-13									
77	May-13			May-13				May-13									
78	Jun-13			Jun-13				Jun-13									



Kevin A. Clougherty  
Commissioner

State of New Hampshire  
Department of Revenue Administration

109 Pleasant Street  
PO Box 457, Concord, NH 03302-0457  
Telephone 603-230-5005  
www.nh.gov/revenue

FIS 13 094



Margaret L. Fulton  
Assistant Commissioner

March 6, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

Re: Refund Report

Dear Representative Wallner:

Pursuant to RSA 21-J:45, enclosed is the Department of Revenue Administration's refund report for February 2013.

Please contact me with any questions or concerns.

Sincerely,

Margaret L. Fulton  
Assistant Commissioner of Revenue

Enclosure

TDD Access: Relay NH 1-800-735-2964

*Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.*

Department of Revenue Administration  
 Refund Report for February 2013  
 As Required by RSA 21-J:45

	Count	February Refunds Issued	Count	February Current Claims Refunds Pending	Count	February taxpayer requested refund
CORPORATE BPT	439	\$ 3,368,260				
PROPRIETORSHIP BPT	172	\$ 155,356				
PARTNER FID BPT	99	\$ 537,141				
TOTAL BPT	710	\$ 4,060,757			32	\$ 779,414
BPT/BET Refunds Under Audit Review			25	\$ 1,054,873		
BPT/BET Refunds			734	\$ 4,734,917		
BUSINESS ENTERPRISE	138	\$ 271,327			0	\$ 0
TOTAL BPT & BET	848	\$ 4,332,084				
INTEREST & DIVIDENDS	615	\$ 1,276,448	385	\$ 826,508	39	\$ 11,891
		Section 1		Section 2		Section 3

**Section 1 Refunds Issued This Month**

This section is generated from the Lawson Financial System. It is the refunds processed by the Department of Revenue in the calendar month in question. (When looking at cash flow the actual refund for February will be sent out in a subsequent month.)

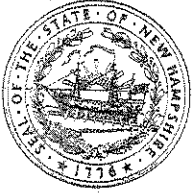
**Section 2 Current Claims Pending This Month**

This is all refunds pending that have not been processed. A pending refund can be the result of any of the following: a taxpayer request, system generated, or audit findings.

- a.) Taxpayer Requested Refunds: These are only refunds initiated by taxpayers received and data entered in the month reported on.  
 These refunds can be from original or amended returns. Does not necessarily mean they will be granted.
- b.) System Generated Refunds: The DRA computer system identifies out of balance accounts and all of those out of balance accounts that favor taxpayers will appear as 'system refunds'. Most of these system generated refunds are resolved without actual refunds being paid. Example: an estimate credited to the wrong year would generate a system tax notice in one year and a system refund in another correctly transferring the estimate. The estimate resolves both the refund and the tax notice.
- c.) Refunds as a Result of Audit: Some audits result in refunds because evaluation of taxpayer records subsequent to an audit in February will result in the identification of a legitimate refund.

**Section 3 Taxpayer Requested Refunds This Month**

These are only refunds initiated by taxpayers received and data entered in the month reported on. These refunds can be from original or amended returns.



# State of New Hampshire

FIS 13 096

DEPARTMENT OF HEALTH AND HUMAN SERVICES

129 PLEASANT STREET, CONCORD, NH 03301-3857

XXXXXXXXXX FAX: 603-271-4912 TDD ACCESS: 1-800-735-2964

New Number: 603-271-9200

NICHOLAS A. TOUMPAS  
COMMISSIONER

March 22, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

*Re: Dashboard – February 2013*

## Information

Pursuant to Chapters 223:6 (HB1) and 224:14 (HB2), Laws of 2011, the Department of Health and Human Services is providing this dashboard report, which, along with the quarterly report to the Fiscal Committee on expenditures for the Medicaid program, provides a status on demand for services in entitlement programs. The purposes of this dashboard are to:

1. Provide summary information on enrollments in several high cost programs managed by the Department,
2. Monitor high level fiscal issues to ensure sufficient funding is available for entitlement programs and for programs intended by the legislature, and to
3. Provide a summary of significant administrative and operations initiatives.

## Explanation

### Mission

Data from the U.S. Census Bureau indicate the official poverty rate for 2011 was 15%, or a record 46 million people. This does not take into account non-cash aid such as food stamps, which if counted, lowers the poverty rate to 13.7%. The Department's mission is "to join communities and families in providing opportunities for citizens to achieve health and independence." The majority of individuals serviced by the Department fall into three groups and programs to help these individuals require different approaches with differing objectives.

- Permanently Disabled Individuals include the developmentally disabled, frail elderly and those with mental health issues who require long term care services. The objective is to help them maximize their independence, to allow, to the extent it is safe for the individual, to live within a community while recognizing that for many there will always be a need for long-term services and supports.
- Temporarily Low Income Individuals are those who have exhausted their financial resources due a loss of employment, divorce or temporary health issues. These individuals have the ability to likely recover their independence when jobs are available or their current crises are overcome with the appropriate interim supports.
- Chronically Low Income Individuals are the most complex. Breaking the cycle of poverty for the chronically low income requires a commitment from public and state leaders to invest in programs that will support a coordinated statewide effort, including not only the Department of Health and Human Services but also Education, Corrections and Employment Security.

For the eighty months ended February 2013, the Department provided services to an average of 156,560 individuals per month. This represented an increase of 1.5% over the prior year. The largest programs managed by the Department are the food stamp, Medicaid and FANF programs, which provide supports to low-income individuals. As noted in the following table, growth in caseloads for these programs has slowed from the years of the recession but remain at high, unprecedented levels. The growth in Medicaid is related to integration of the Children's Health Insurance Program (CHIP). Adjusting for this change, Medicaid caseloads remain flat versus the prior year.

**Average Monthly Enrollment (Persons) Seven Months Ended February**

	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Total Unduplicated Persons	143,977	152,009	154,215	156,560
<i>Pct Increase from Prior Year</i>	<i>12.2%</i>	<i>5.6%</i>	<i>1.5%</i>	<i>1.5%</i>
Medicaid Persons	115,947	119,149	119,527	129,868
<i>Pct Increase from Prior Year</i>	<i>10.17%</i>	<i>3.02%</i>	<i>0.33%</i>	<i>8.73%</i>
Food Stamp Persons	95,300	111,258	115,213	118,103
<i>Pct Increase from Prior Year</i>	<i>37.7%</i>	<i>16.7%</i>	<i>3.6%</i>	<i>2.5%</i>
FANF Persons	13,945	13,803	11,833	8,629
<i>Pct Increase from Prior Year</i>	<i>21.2%</i>	<i>-1.0%</i>	<i>-14.3%</i>	<i>-27.1%</i>
APTD Persons	8,112	8,675	8,898	8,228
<i>Pct Increase from Prior Year</i>	<i>13.9%</i>	<i>6.9%</i>	<i>2.6%</i>	<i>-7.5%</i>
Elderly Nursing Services	7,298	7,217	7,154	7,255
<i>Pct Increase from Prior Year</i>	<i>1.5%</i>	<i>-1.1%</i>	<i>-0.9%</i>	<i>1.4%</i>

Medicaid Program - Medicaid is the largest and most costly program administered by the Department accounting for in excess of 70% of total Department costs. Medicaid caseloads have stabilized but remain at historic highs. A recent forecast developed for the Department is for a 1.0% annual increase in caseloads. Caseloads for the first eight months of SFY13, however, have grown only 0.4% versus prior year, after adjusting for the effect of the CHIP conversion. On July 1, 2012, the Children Health Insurance Program (CHIP) was merged into the Medicaid fee-for-services program. Pursuant to SB147, the Department is implementing a managed care program to provide these services, which will not change the eligibility, but will impact how Medicaid services are delivered.

FANF Caseloads - Year-to-date enrollment for Financial Assistance for Needy Families (FANF) has decreased by 27% from the previous year. Much of this reduction is related to termination of the two-parent program as part of the budget, as well as changes to the criteria applied to other programs for eligibility.

Cash Assistance For Disabled Clients - Year-to-date enrollment for Aid to the Permanently and Totally Disabled (APTD) have declined 7.5% from prior year. Most of the decline in caseloads is related to the change in treatment of Social Security Income in determining eligibility for benefits. The cost per case has also declined as a result of a Department initiative, the Facilitated Social Security Applications project, which has assisted clients to obtain Social Security benefits, reducing the amount of State assistance.

Food Stamps - New Hampshire food stamp caseloads are still increasing although the growth rate has slowed to 2.5%.

### **Operations & Administration**

The Department has been restructuring and downsizing the administrative organization. The budget for SFY2012-2013 abolished 373 positions, thus permanently reducing the size of the organization. In June 2008, the Department had 3,107 filled positions. In January the Department had 2,619 filled positions, a decrease of 15.7%. Figures since then are not currently available. This downsizing of the organization comes at a time when the Department is also being tasked to implement mandated elements of the Accountable Care Act and significant transformation initiatives such as Medicaid managed care, redesign of supports for clients for community-based care, re-engineering front end operations and implementation of enabling technologies. The decline in number of staff is exacerbated by the fact that 9% of the Department's workforce is age 60 with at least 10 years of services and eligible for retirement. This potential drain of experienced staff combined with the organizational downsizing and transformation challenges creates risk to the Department's core competencies.

### **Litigation & Audits**

In addition to managing current operations and working toward implementation of the significant transformation initiatives required in the budget for SFY2013, Department resources have become disproportionately directed at and continue to be consumed to addressing audits and litigation including:

- Litigation involving acute care hospitals
- Litigation involving the Olmstead regulations for the mental health services
- Litigation involving providers of residential care for children
- Managing the disproportionate share program
- Office of Inspector General audits
- Federal review of Title IV-E
- LBA audits such as the recently completed audit of NH Hospital and the new audit of the Sununu Youth Services Center
- State Single Audit

### **Summary**

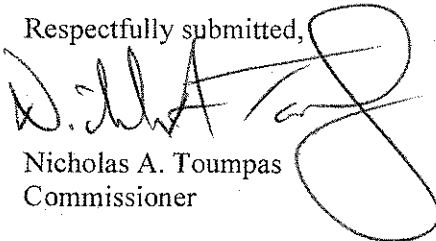
The Department has continually strived to deliver high quality and cost-effective services to individuals requiring support services and to the taxpayers who fund those services and to improve the value of the services delivered. Addressing the root causes for the needs for these services requires a long-term, coordinated effort among State agencies, stakeholders and the legislature. The four primary change initiatives for the Department are:

1. Care management for client enrollment in the Medicaid program,
2. Reengineering service delivery systems,
3. Investing in enabling technologies and
4. Continuous process improvement.

The Honorable Mary Jane Wallner  
Page 4  
March 25, 2013

Successful transition to a new business structure, however, is challenged by continuing reduction in resources and resistance from existing delivery systems and stakeholders. Other challenges will be encountered if federal sequestration reduces funding to safety net programs.

Respectfully submitted,



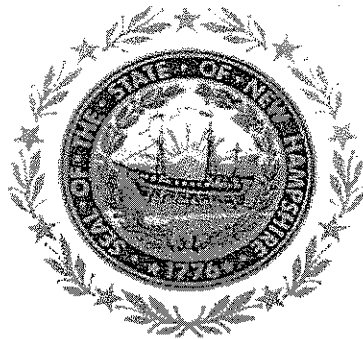
Nicholas A. Toumpas  
Commissioner

Enclosure

cc: The Honorable Mary Jane Wallner, Chairman, House Finance Committee  
The Honorable Chuck W. Morse, Chairman, Senate Finance Committee  
The Honorable Cindy Rosenwald, Chairman, House Finance Division III  
The Honorable James MacKay, Chairman, House Health, Human Services & Elderly Affairs Committee  
The Honorable Nancy Stiles, Senate Health, Education & Human Services Committee  
Her Excellency, Governor Margaret Wood Hassan  
The Honorable Raymond S. Burton  
The Honorable Colin Van Ostern  
The Honorable Chris Sununu  
The Honorable Christopher Pappas  
The Honorable Debora B. Pignatelli  
The Honorable Neal Kurk  
The Honorable Terie Norelli  
The Honorable Peter Bragdon



**DEPARTMENT OF HEALTH AND HUMAN SERVICES**



**OPERATING STATISTICS DASHBOARD**

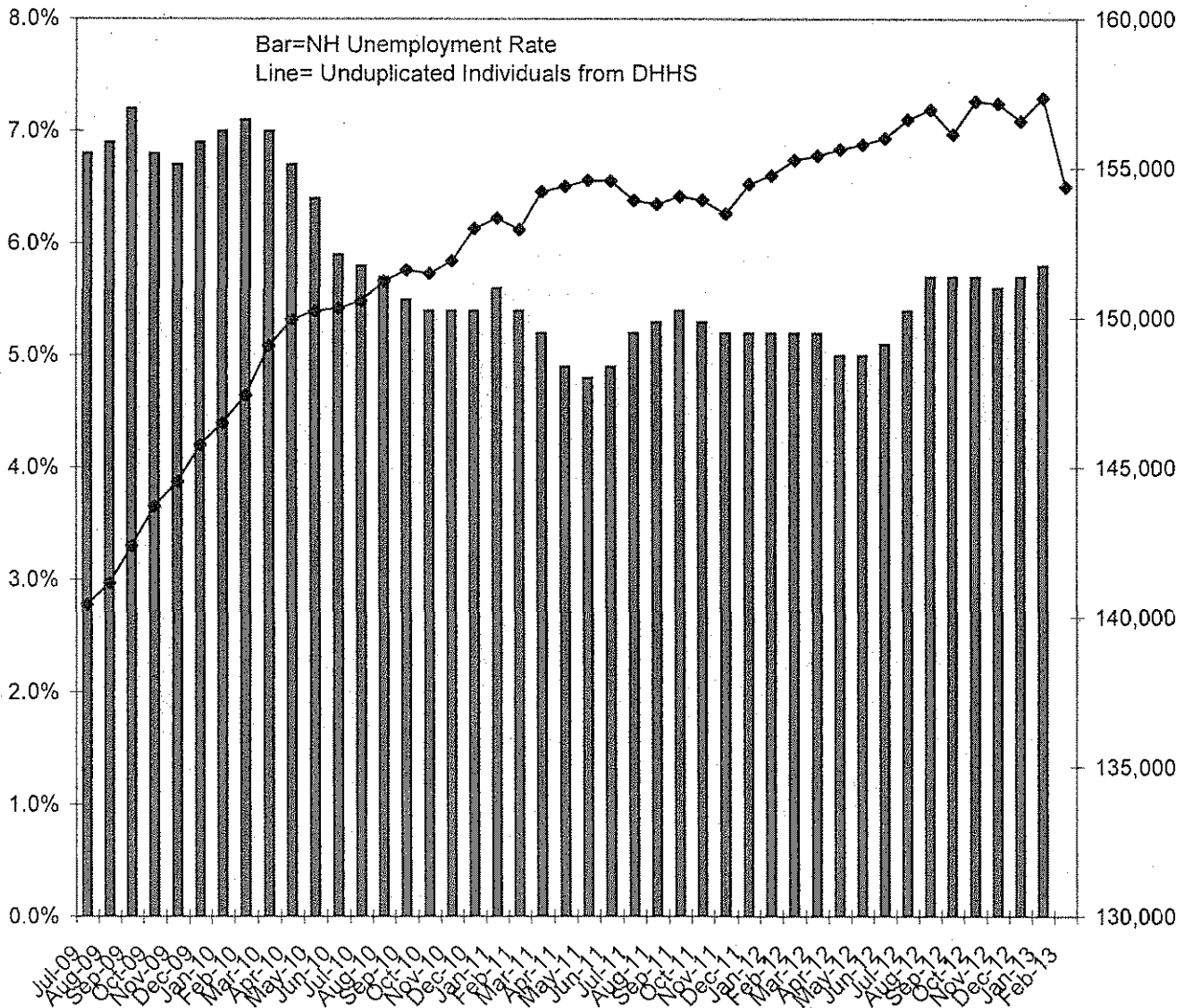
**DATA THROUGH FEBRUARY 2013**

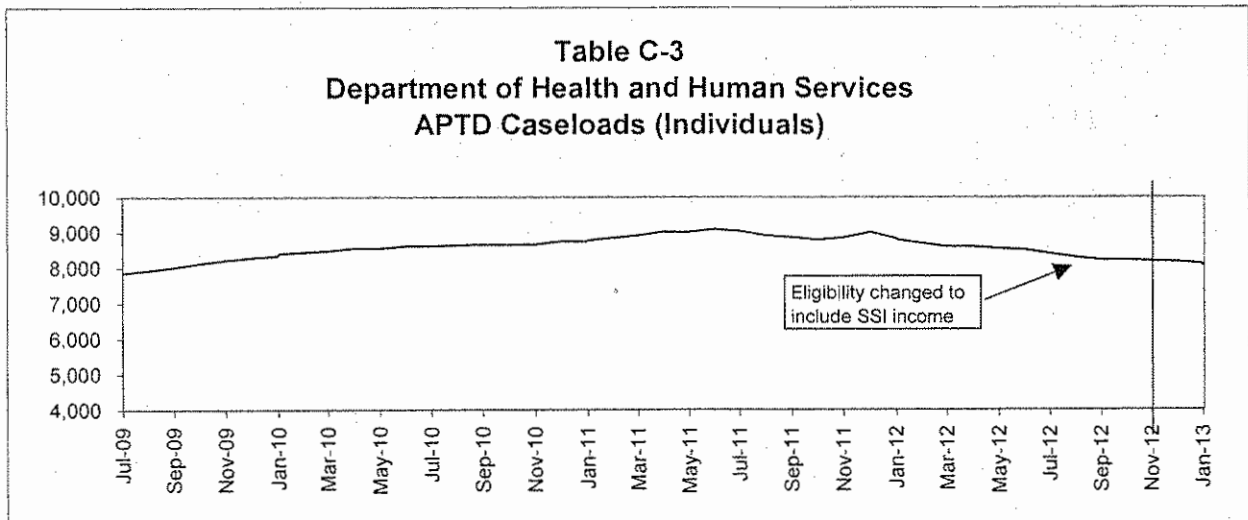
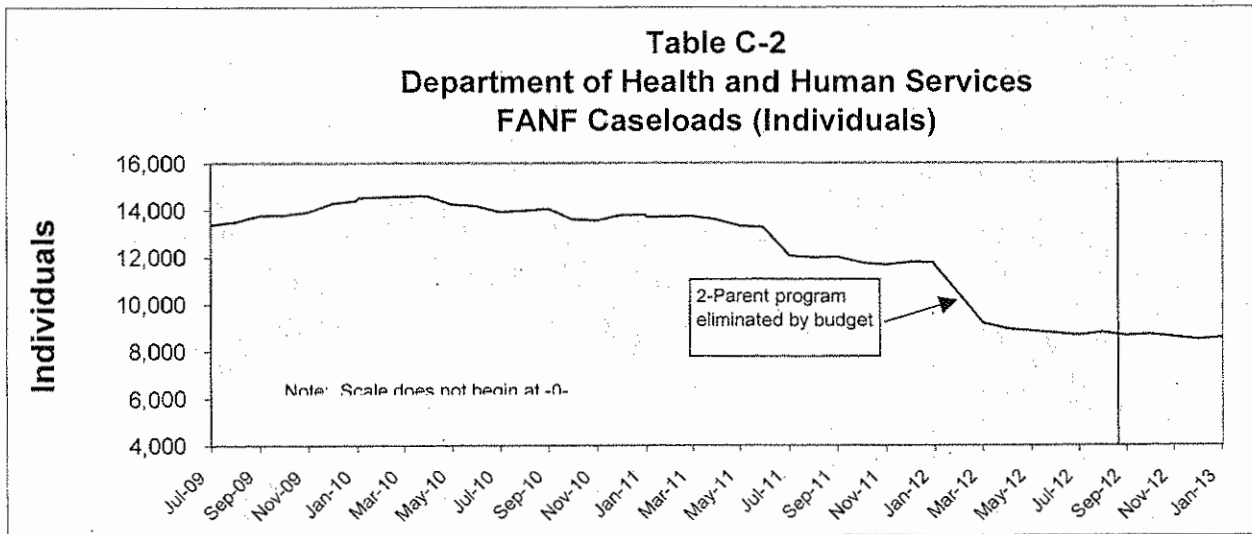
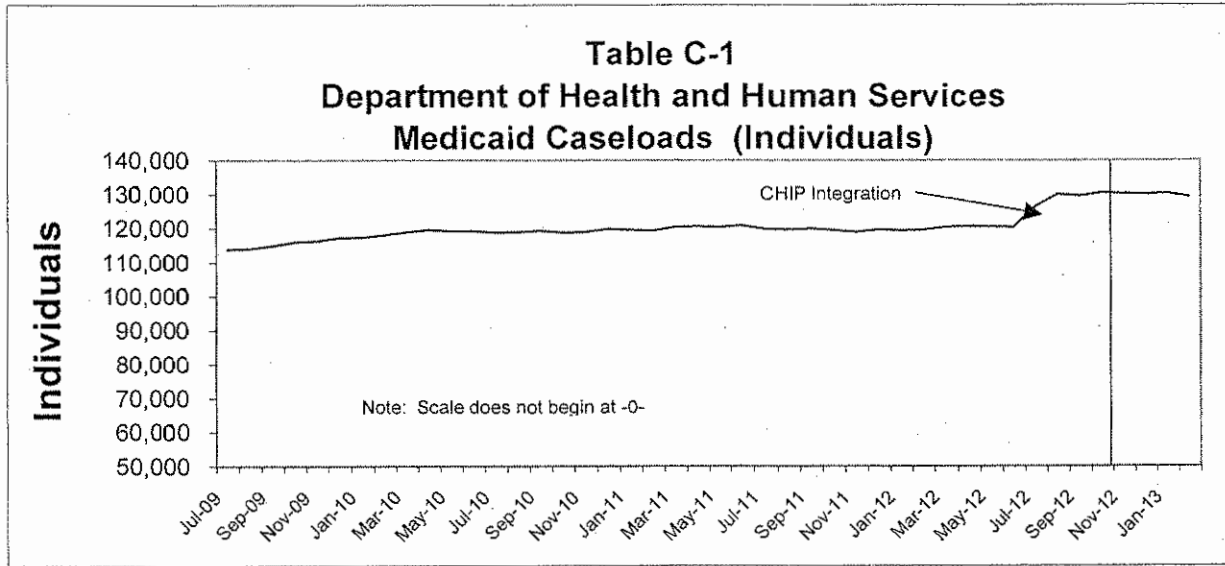
**SFY13**

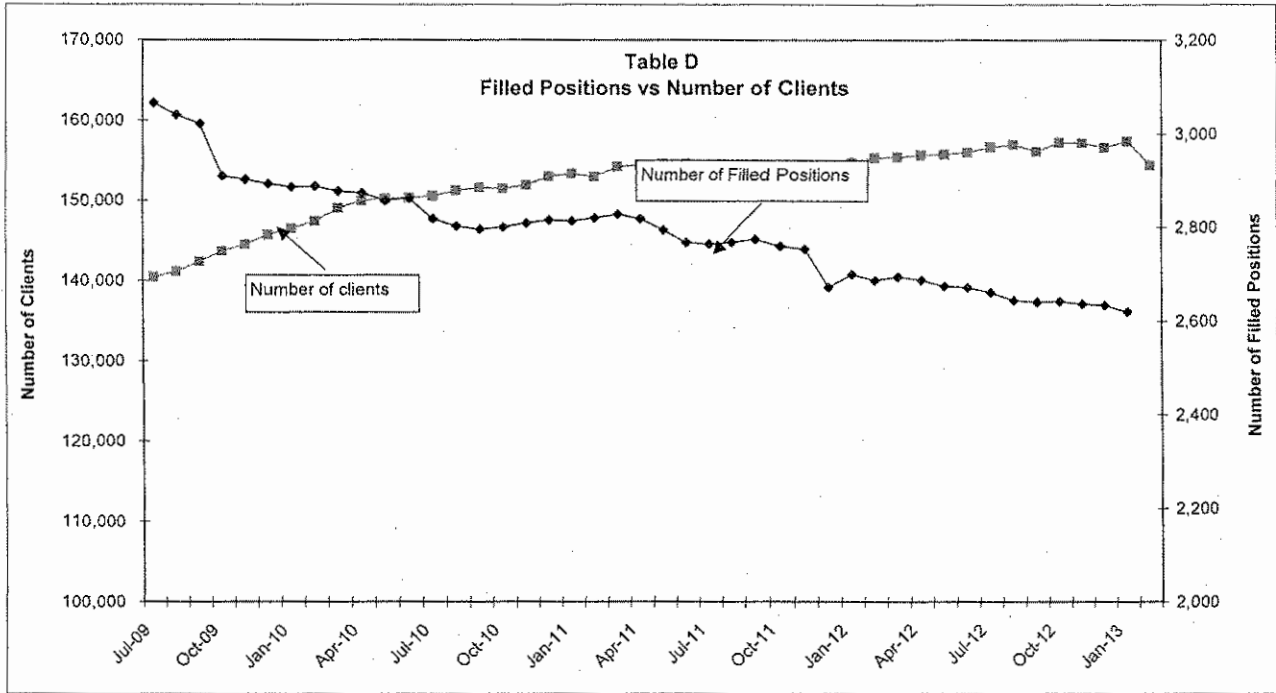
Prepared March 25, 2013

	A	B	C	J	K	L	M	N
1	<b>Table A</b>							
2	<b>Department of Health and Human Services</b>							
3	<b>Budget Management-SFY 2013</b>							
4	Prepared March 25, 2013							
5			<i>Figures Rounded to \$000</i>	Estimated Dec 12	January Transfer	Estimated Jan 13	Estimated Feb 13	
6	<b>Department-Wide</b>							
7	OCOMM	Reduce number of district offices (HB2:42)		(\$1,402)	\$1,402	\$0	\$0	
8	OCOMM	Vacancy Savings-See note 3		\$3,078	(\$2,702)	\$0	\$0	
9	DHHS	Consolidation of Human Resources (HB2:84)						
10	DHHS	Consolidation of Business Functions (HB2:85)						
11	Various	Source of funds changes to SSBG		\$1,214	(\$1,200)	\$0	\$0	
12	OIS	DoIT Budgeting Error		(\$958)	\$598	\$0	\$0	
13	OIS	MMIS contracts		(\$2,000)	\$2,000	\$0	\$0	
14		Other items-Not listed			(\$5,003)			
15	<b>DCBCS</b>							
16	BBH	Caseloads-BBH		\$0		\$0	\$250	
21	BDS	Caseloads-BDS				\$2,250	\$3,000	
22								
23	BEAS	Nursing Facilities		\$0		\$1,310	\$1,500	
24	BEAS	Home Health		\$2,150		\$2,340	\$2,480	
25	BEAS	Home Support		\$400		\$30	\$120	
26	BEAS	Mid-level		\$100		\$250	\$340	
27	BEAS	Net Nursing Lines (Transfer Prohibited)		(\$2,650)		(\$3,930)	(\$4,420)	
28								
29	BEAS	State Phase Down Contribution (SPDC)		\$1,310	(\$1,150)	\$180	\$210	
30	BEAS	Other Nursing Facilities		\$320	(\$160)	\$100	\$120	
31	BEAS	Caseloads-Medicaid Provider Payments -See note 1		\$3,000	(\$880)	\$2,470	\$2,710	
32								
33	<b>Human Services</b>							
34	DFA	APTD Caseload		\$2,200	(\$2,200)	\$0	\$1,352	
35	DFA	IDP Caseload		\$1,500	(\$1,500)	\$0	\$531	
36	DFA	FWOC Caseload		\$0	\$0	\$0	\$228	
37	DCYF	TANF & Title IV-E funding		(\$1,565)	\$1,500	\$0		
38								
39	Care Mgt	Delay in implementation of Care Management-See note 2		(\$11,250)		(\$12,500)	(\$13,750)	
40								
41	<b>OMBP</b>							
42	OMBP	Caseloads-Medicaid Provider Payments -See note 1		\$18,494	\$5,000	\$19,837	\$18,029	
43	OMBP	Caseloads-Medicaid Drugs-See note 1		\$5,972	(\$2,998)	\$2,374	\$2,253	
44	OMBP	PBM Contract		(\$230)	\$230	\$2	\$2	
45	OMBP	State Phase Down Contribution (SPDC)		\$2,528	(\$2,000)	\$517	\$665	
46	OMBP	CHIP Performance Bonus		(\$1,300)	\$1,300	\$0	\$0	
47	OMBP	CHIP		(\$483)	\$483	\$0	\$0	
48	OMBP	Outpatient		(\$5,529)	\$7,000	\$1,426	\$583	
49	OMBP	BCC Program		(\$342)	\$280	\$98	\$21	
50	OMBP	Fiscal item (Feb submission est.) to accept/expend CHIPRA funding		\$4,000		\$4,000	\$4,000	
51	<b>Operating Budget Surplus</b>			\$18,557	\$0	\$20,755	\$20,204	
52								
53	<b>Litigation &amp; Audits</b>							
54	DHHS	Medicaid To Schools-Manchester		(\$500)		(\$500)	(\$500)	
55	DHHS	Medicaid To Schools-Transportation		(\$2,000)		(\$2,000)	(\$2,000)	
56	DHHS	ACF Title IV-E Review		???				
57	DHHS	DSH Settlement		(\$17,904)		(\$17,904)	(\$17,904)	
58	BEAS	Bel-Air Settlement		\$0		\$0	\$0	
59	DHHS	Hospital Lawsuit		???		???	???	
60	DHHS	Department of Justice Litigation		???		???	???	
61	NHH	NHH DSH Claiming-Pending CMS Adoption of Rules		???		???	???	
62	DCYF	SFY 2004 - 2006 Residential Services		(\$2,800)		(\$2,800)	(\$2,800)	
63	DCYF	SFY 2007 - 2010 Residential Services		???		???	???	
64								
65	<b>Projected Shortfall in Funding of Litigation &amp; Audits</b>			(\$23,204)	\$0	(\$23,204)	(\$23,204)	
66								
67	<b>Projected Surplus (Deficit) Excluding Lapse</b>			(\$4,647)	\$0	(\$2,449)	(\$3,000)	
68								
69	<b>Notes:</b>							
70	1	Prior month projections were based upon the assumption that caseloads and utilization growth would be as budgeted. Results for the first quarter results have shown enrollment declines in TANF and APTD and no growth in Medicaid medical service caseloads. Caseload assumptions for SFY13 have been modified assuming these trends hold for the balance of SFY13.						
71								
72	2	Each month of delay of managed care implementation beyond 4/1/13 will increase general fund need by approx. \$1.25 million.						
73								
74	3	The number of vacant positions averaged 222 for SFY12. The number of vacancies has been increased to 257 at the end of						

**Table B**  
**Department of Health and Human Services**  
**Caseload vs Unemployment Rate**







	A	B	C	D	E	F	G	H
1	Table E							
2	Department of Health and Human Services							
3	Operating Statistics							
4	Children In Services							
5								
6		DCYF	DCYF	Family Foster	Residential	Child Care	Child Care	SYSC
7		Referrals	Assessments	Care	Placement	Emplmnt	Wait List	Secure
8				Placement		Related		Census
9		Actual	Actual	Actual	Actual	Actual	Actual	Actual
10								
23	Jul-10	987	638	663	424	5,041	2,386	55
24	Aug-10	1,012	659	646	413	4,903	2,508	53
25	Sep-10	1,182	691	627	400	4,769	2,666	50
26	Oct-10	1,110	651	625	414	4,407	2,505	57
27	Nov-10	1,125	593	626	426	4,487	2,361	64
28	Dec-10	1,072	746	630	410	4,345	1,382	60
29	Jan-11	1,131	831	616	403	4,475	326	59
30	Feb-11	1,076	888	618	394	4,743	0	57
31	Mar-11	1,339	909	619	424	5,083	0	61
32	Apr-11	1,165	805	628	427	5,162	0	73
33	May-11	1,240	810	631	425	5,251	0	80
34	Jun-11	1,237	697	629	423	5,333	0	73
35	Jul-11	963	737	574	351	5,053	0	68
36	Aug-11	1,073	776	583	317	5,055	0	65
37	Sep-11	1,261	674	580	289	5,136	0	61
38	Oct-11	1,197	742	590	302	4,969	0	52
39	Nov-11	1,116	640	602	311	5,047	0	44
40	Dec-11	1,123	777	610	321	5,017	0	48
41	Jan-12	1,289	881	590	309	4,925	0	56
42	Feb-12	1,183	725	596	298	4,869	0	64
43	Mar-12	1,300	767	602	331	4,970	0	62
44	Apr-12	1,223	784	603	332	4,967	0	63
45	May-12	1,477	876	612	350	5,231	0	69
46	Jun-12	1,057	873	613	352	5,274	0	69
47	Jul-12	1,100	681	605	323	5,175	0	60
48	Aug-12	1,050	744	611	317	5,219	0	57
49	Sep-12	1,151	681	619	295	5,050	0	56
50	Oct-12	1,344	898	612	306	5,076	0	60
51	Nov-12	1,098	656	609	321	5,061	0	57
52	Dec-12	1,086	656	601	325	4,995	0	59
53	Jan-13	1,245	715	594	322	5,164	0	54
54	Feb-13	1,072	674	609	318	5,113	0	58
55	Mar-13							
56	Apr-13							
57	May-13							
58	Jun-13							
59								
60								
61								
62								
63								
64								
65								
66	Source of Data							
67	Column							
68	B	DCYF SFY Management Database Report: Bridges.						
69	C	DCYF Assessment Supervisory Report: Bridges.						
70	D	Bridges placement authorizations during the month, unduplicated.						
71	E	Bridges placement authorizations during the month, unduplicated.						
72	F	Bridges Expenditure Report, NHB-OAR8-128						
73	G	Child Care Wait List Screen: New Heights						
74	H	Bridges Service Day Query - Bed days divided by days in month						

	A	B	C	D	E	F	G	H	I	J
1	Table F									
2	Department of Health and Human Services									
3	Operating Statistics									
4	Social Services									
5										
6		FANF	APTD Persons	Food Stamps Persons	Child Support Cases					
7					Current Cases	Former Cases	Never Cases	Total Cases		
8					Actual	Actual	Actual	Actual		
9		Actual	Actual	Actual	Actual	Actual	Actual	Actual		
22	Jul-10	13,920	8,617	109,131	5,550	17,304	13,123	35,977		
23	Aug-10	13,981	8,643	109,950	5,758	17,120	13,138	36,016		
24	Sep-10	14,065	8,650	110,588	5,508	17,374	13,072	35,954		
25	Oct-10	13,615	8,656	110,694	5,726	17,177	13,051	35,954		
26	Nov-10	13,553	8,667	111,476	5,645	17,262	13,026	35,933		
27	Dec-10	13,789	8,749	112,293	5,577	17,345	12,986	35,908		
28	Jan-11	13,796	8,740	113,127	5,716	17,142	12,965	35,823		
29	Feb-11	13,705	8,779	112,803	5,654	17,189	12,917	35,760		
30	Mar-11	13,730	8,912	114,023	5,411	17,425	12,942	35,778		
31	Apr-11	13,597	9,019	114,482	5,435	17,379	12,986	35,800		
32	May-11	13,330	9,009	114,611	5,586	17,150	12,961	35,697		
33	Jun-11	13,272	9,088	114,441	5,401	17,296	12,902	35,599		
34	Jul-11	12,046	9,031	113,984	5,302	17,277	12,906	35,485		
35	Aug-11	11,980	8,905	114,285	5,416	17,099	12,842	35,357		
36	Sep-11	12,014	8,864	114,344	5,163	17,225	12,748	35,136		
37	Oct-11	11,756	8,763	114,705	5,365	17,081	12,749	35,195		
38	Nov-11	11,668	8,854	114,371	5,325	17,095	12,728	35,148		
39	Dec-11	11,787	9,006	115,671	5,192	17,184	12,760	35,136		
40	Jan-12	11,781	8,834	117,047	5,360	17,052	12,793	35,205		
41	Feb-12	11,628	8,792	117,293	5,327	17,066	12,836	35,229		
42	Mar-12	9,202	8,600	117,250	4,211	18,113	12,897	35,221	*	
43	Apr-12	8,950	8,575	117,443	4,308	17,966	12,876	35,150		
44	May-12	8,853	8,541	117,744	4,308	17,881	12,845	35,034		
45	Jun-12	8,774	8,518	117,708	4,139	17,952	12,898	34,989		
46	Jul-12	8,690	8,405	117,625	4,184	17,771	12,928	34,883		
47	Aug-12	8,793	8,296	117,916	4,031	17,760	12,899	34,690		
48	Sep-12	8,657	8,218	117,569	4,038	17,722	12,853	34,613		
49	Oct-12	8,704	8,216	119,101	4,261	17,526	12,865	34,652		
50	Nov-12	8,599	8,181	118,992	4,066	17,650	12,862	34,578		
51	Dec-12	8,493	8,164	118,817	4,051	17,653	12,893	34,597		
52	Jan-13	8,559	8,115	120,153	4,136	17,542	12,836	34,514		
53	Feb-13	8,538	8,059	117,654	4,175	17,545	12,857	34,577		
54	Mar-13									
55	Apr-13									
56	May-13									
57	Jun-13									
58										
59	<b>Source of Data</b>									
60	Column									
61	B	Office of Research & Analysis, Ca								
62	C	Budget Document								
63	D	Budget Document								
64	E-H	DCSS Caseload (Month End Actual from NECSES)								
65										
66		* Effective 3/1/12, SSI or SSP is considered when determining FANF eligibility								
67		Those child support cases no longer eligible, are now "Former" assistance								
68		cases.								
69										

	A	B	C	D	E	F	G	H	I
1	<b>Table G</b>								
2	<b>Department of Health and Human Services</b>								
3	<b>Operating Statistics</b>								
4	<b>Community Mental Health Center Medicaid</b>								
5									
6		<b>Monthly Cost</b>	<b>YTD Weekly Average Cost</b>		<b>Medicaid Client Trending Report</b>				
7		<b>Actual</b>	<b>Actual</b>		Current Date: 3/13/13			Note: All figures are year-to-date	
20	Jul-10	\$7,988,373	\$ 1,597,675		<b>ACTUALS - YTD</b>				
21	Aug-10	\$7,136,649	\$ 1,680,558		<b>FISCAL YEAR</b>	<b>QTR 1</b>	<b>QTR 2</b>	<b>QTR 3</b>	<b>QTR 4</b>
22	Sep-10	\$6,629,711	\$ 1,673,441		2008	11,016	13,553	15,497	17,392
23	Oct-10	\$8,685,885	\$ 1,691,145		2009	12,014	14,693	16,849	19,206
24	Nov-10	\$8,628,997	\$ 1,775,892		2010	13,240	16,187	18,580	20,797
25	Dec-10	\$6,900,690	\$ 1,702,604		2011	13,480	16,390	18,410	20,665
26	Jan-11	\$6,184,140	\$ 1,682,401		2012	13,358	15,775	17,447	19,925
27	Feb-11	\$6,740,043	\$ 1,682,700		2013	13,227	15,761		
28	Mar-11	\$7,382,305	\$ 1,699,405						
29	Apr-11	\$9,302,312	\$ 1,757,654		<b>BUDGETED - YTD</b>				
30	May-11	\$7,547,988	\$ 1,731,814		<b>FISCAL YEAR</b>	<b>QTR 1</b>	<b>QTR 2</b>	<b>QTR 3</b>	<b>QTR 4</b>
31	Jun-11	\$7,992,643	\$ 1,752,303		2011	12,541	15,333	17,599	19,699
32	Jul-11	\$7,631,195	\$ 1,526,239		2012	13,806	16,787	18,856	21,165
33	Aug-11	\$6,879,546	\$ 1,612,305		2013	14,214	16,786	18,565	21,202
34	Sep-11	\$8,259,497	\$ 1,626,446						
35	Oct-11	\$6,551,174	\$ 1,628,967						
36	Nov-11	\$6,684,985	\$ 1,636,654		<b>VARIANCE: BUDGETED TO ACTUAL - YTD</b>				
37	Dec-11	\$8,227,790	\$ 1,638,303		<b>FISCAL YEAR</b>	<b>QTR 1</b>	<b>QTR 2</b>	<b>QTR 3</b>	<b>QTR 4</b>
38	Jan-12	\$6,020,154	\$ 1,621,108		2012	-448	-1,012	-1,409	-1,240
39	Feb-12	\$6,992,712	\$ 1,635,630		2013	-987	-1,025		
40	Mar-12	\$8,495,420	\$ 1,643,562						
41	Apr-12	\$7,164,315	\$ 1,656,972						
42	May-12	\$7,280,134	\$ 1,670,561						
43	Jun-12	\$8,576,998	\$ 1,674,791						
44	Jul-12	\$6,080,133	\$ 1,520,033						
45	Aug-12	\$8,396,227	\$ 1,608,484						
46	Sep-12	\$6,638,801	\$ 1,624,243						
47	Oct-12	\$6,557,972	\$ 1,627,831						
48	Nov-12	\$8,163,038	\$ 1,628,917						
49	Dec-12	\$6,888,680	\$ 1,643,264						
50	Jan-13	\$5,678,659	\$ 1,613,450						
51	Feb-13	\$6,844,750	\$ 1,624,949						
52	Mar-13								
53	Apr-13								
54	May-13								
55	Jun-13								
56									



	A	B	C	D	E	F	G	H	I	J	K	L	M	N
	<b>Table H</b>													
2	<b>Department of Health and Human Services</b>													
3	<b>Operating Statistics</b>													
4	<b>Elderly &amp; Adult Long Term Care</b>													
5														
6		<b>Total Nursing Clients</b>		<b>CFI Home Health</b>	<b>CFI Midlevel</b>	<b>Other Nursing</b>	<b>Nursing Home Beds</b>		<b>Pct in NF</b>	<b>APS Clients Assmnts</b>	<b>APS Cases Ongoing</b>	<b>SSBG AIHC Waitlist</b>	<b>Total SSBG AIHC</b>	
7		<b>Actual</b>	<b>Budget</b>			<b>Note 1</b>	<b>3 mo. Avg</b>	<b>Budget</b>						
8														
20	Jul-10	7,284	7,740	2,541	384	36	4,359	4,063	59.8%	250	1,121	5		
21	Aug-10	7,223	7,740	2,494	389	34	4,340	4,063	60.1%	221	1,118	1		
22	Sep-10	7,112	7,740	2,513	365	32	4,234	4,063	59.5%	228	1,104	0	506	
23	Oct-10	7,150	7,740	2,527	387	35	4,236	4,063	59.2%	228	1,080	0		
24	Nov-10	7,237	7,740	2,557	396	28	4,284	4,063	59.2%	221	1,067	3		
25	Dec-10	7,346	7,740	2,530	413	32	4,403	4,063	59.9%	183	1,068	0	614	
26	Jan-11	7,217	7,740	2,468	416	32	4,333	4,063	60.0%	178	1,039	3		
27	Feb-11	7,164	7,740	2,548	385	33	4,231	4,063	59.1%	162	1,040	6		
28	Mar-11	7,127	7,740	2,544	388	32	4,195	4,063	58.9%	203	1,042	3		
29	Apr-11	7,221	7,740	2,511	422	31	4,288	4,063	59.4%	222	1,041	3		
30	May-11	7,079	7,740	2,485	417	34	4,177	4,063	59.0%	207	1,058	8		
31	Jun-11	7,094	7,740	2,436	420	35	4,238	4,063	59.7%	238	1,077	4	740	YTD
32	Jul-11	7,142	7,515	2,499	443	31	4,200	4,400	58.8%	200	1,069	1		
33	Aug-11	7,196	7,515	2,396	456	37	4,344	4,400	60.4%	226	1,083	2		
34	Sep-11	7,174	7,515	2,382	447	32	4,345	4,400	60.6%	236	1,091	2	532	YTD
35	Oct-11	7,053	7,515	2,340	442	33	4,271	4,400	60.6%	253	1,108	2		
36	Nov-11	7,037	7,515	2,350	432	35	4,255	4,400	60.5%	212	1,103	2		
37	Dec-11	7,132	7,515	2,356	446	32	4,330	4,400	60.7%	220	1,095	-	667	YTD
38	Jan-12	7,189	7,515	2,357	439	34	4,393	4,400	61.1%	215	1,077	9		
39	Feb-12	7,312	7,515	2,417	418	33	4,477	4,400	61.2%	215	1,084	9		
40	Mar-12	7,518	7,515	2,530	448	31	4,540	4,400	60.4%	240	1,065	13	740	YTD
41	Apr-12	7,368	7,515	2,450	433	34	4,485	4,400	60.9%	223	1,053	9		
42	May-12	7,343	7,515	2,486	439	33	4,418	4,400	60.2%	223	1,084	5		
43	Jun-12	7,376	7,515	2,554	436	34	4,386	4,400	59.5%	245	1,095	16	786	YTD
44	Jul-12	7,225	7,578	2,401	444	34	4,380	4,422	60.6%	238	1,096	9		
45	Aug-12	7,448	7,578	2,468	471	39	4,509	4,422	60.5%	251	1,087	5		
46	Sep-12	7,281	7,578	2,454	462	37	4,365	4,422	60.0%	209	1,092	6	518	YTD
47	Oct-12	7,293	7,578	2,475	464	35	4,354	4,422	59.7%	243	1,137	1		
48	Nov-12	7,254	7,578	2,478	482	34	4,294	4,422	59.2%	200	1,203	1		
49	Dec-12	7,253	7,578	2,433	484	35	4,336	4,422	59.8%	178	1,186	1	635	YTD
50	Jan-13	7,194	7,578	2,421	461	37	4,312	4,422	59.9%	255	1,201	1		
51	Feb-13	7,092	7,578	2,415	443	33	4,234	4,422	59.7%	159	1,202	1		
52	Mar-13													
53	Apr-13													
54	May-13													
55	Jun-13													
56														
57														
58		<b>Note 1: These clients are also captured under OMBP Provider Payments</b>												
59		<b>Note : CFI Home Health = CFI Home Support and Home Health Care Waiver Services</b>												
60	<b>Source of Data</b>													
61	<b>Columns</b>													
62														
63	<b>D-F</b>	MDSS monthly client counts												
64	<b>G</b>	3 month Avg of the number of paid bed days in the month/days in prior month												
65		by the number of days in the previous month. MDSS												
66	<b>J</b>	Options Monthly Protective Reports												
67	<b>K</b>	Options Monthly Activity Report												
68	<b>L</b>	SSBG Adult In-Home Care verbal report from Adult Protective Services Administrator												
69	<b>M</b>	Quarterly Options Paid Claims from Business Systems Unit Manager												

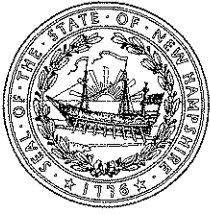
	A	B	C	D	E	F	G	H	I	J
1	<b>Operating Statistics</b>									
2	<b>Developmental Services Long Term Care</b>									
3										
4										
5		<b>BDS Programs served FYTD**</b>	<b>BDS Programs - FYTD Unduplicated Count</b>	<b>Early Supports &amp; Services</b>	<b>Special Medical Services</b>	<b>Partners in Health Program</b>	<b>Devl. Serv. Priority #1 DD Waitlist</b>	<b>Devl. Serv. ABD Waitlist</b>		<b>Medicaid to Schools</b>
6					<small>8-09 to 8-12 Actual</small>	<small>8-09 to 8-12 Actual</small>	<small>Actual*</small>	<small>Actual*</small>		
7	Aug-09	11,213	7,459	1,817	2,006	874	37	0		
8	Sep-09	11,534	7,882	1,823	1,868	892	37	0		
9	Oct-09	12,014	8,241	1,811	2,019	877	37	0		
10	Nov-09	12,561	8,703	1,760	2,044	907	37	0		
11	Dec-09	12,906	9,036	1,803	2,048	911	19	0		
12	Jan-10	13,631	9,836	1,826	1,917	939	19	0		
13	Feb-10	14,403	10,575	1,753	1,928	950	19	0		
14	Mar-10	14,493	10,650	1,869	1,849	997	47	0		
15	Apr-10	14,844	11,084	1,864	1,576	1,092	47	0		
16	May-10	15,446	11,830	1,857	1,620	998	47	0		
17	Jun-10	14,693	12,015	1,861	1,660	1,018	20	0		6,612
18	Jul-10	9,505	6,463	1,927	1,652	1,390	40	0		
19	Aug-10	10,574	7,826	2,054	1,690	1,058	13	0		
20	Sep-10	11,107	8,324	2,069	1,730	1,053	9	0		
21	Oct-10	11,667	8,826	2,087	1,767	1,074	21	1		
22	Nov-10	12,438	9,600	2,128	1,768	1,070	19	0		
23	Dec-10	12,732	9,959	2,101	1,667	1,106	19	0		
24	Jan-11	13,152	10,344	1,972	1,659	1,149	19	0		
25	Feb-11	13,567	10,817	2,017	1,613	1,137	19	0		
26	Mar-11	13,900	11,098	2,182	1,651	1,151	20	0		
27	Apr-11	14,201	11,337	2,277	1,695	1,169	30	0		
28	May-11	14,623	11,713	2,339	1,742	1,168	30	0		
29	Jun-11	15,148	12,168	2,344	1,772	1,208	24	4		6,785
30	Jul-11	10,626	7,627	2,248	1,795	1,204	56	6		
31	Aug-11	10,953	7,957	1,799	1,806	1,190	34	8		
32	Sep-11	11,146	8,328	2,329	1,811	1,007	34	10		
33	Oct-11	11,500	8,529	2,668	1,841	1,130	46	9		
34	Nov-11	11,918	9,077	2,917	1,727	1,114	58	9		
35	Dec-11	12,290	9,445	3,057	1,742	1,103	62	0		
36	Jan-12	12,535	9,848	3,274	1,667	1,020	66	0		
37	Feb-12	12,767	10,112	3,468	1,663	992	71	0		
38	Mar-12	13,133	10,455	3,661	1,695	983	78	0		
39	Apr-12	13,510	10,802	3,922	1,702	1,006	81	0		
40	May-12	13,850	11,122	4,154	1,740	988	90	0		
41	Jun-12	14,248	11,513	4,423	1,737	998	94	0		6,419
42	Jul-12	9,742	7,055	1,891	1,689	998	123	0		
43	Aug-12	10,324	7,590	2,083	1,738	996	123	0		
44	Sep-12	11,000	8,156	2,288	1,814	1,030	154	0		
45	Oct-12	11,701	8,774	2,601	1,876	1,051	169	0		
46	Nov-12	12,207	9,209	2,861	1,935	1,063	172	0		
47	Dec-12	12,562	9,502	3,033	1,980	1,080	190	0		
48	Jan-13	13,217	10,065	3,255	2,063	1,089	219	0		
49	Feb-13	13,660	10,438	3,521	2,123	1,099	225	1		
50	Mar-13									
51	Apr-13									
52	May-13									
53	Jun-13									
54										
55										
56										
57	<b>Data Sources:</b>	NHLeads	NHLeads	NHLeads	SMSdb	PIHdb	Registry	Registry		
58										
59	<b>*G &amp; *H</b>	Represent the number of individuals waiting at least 90-days for DD or ABD								
60		Waiver funding.								
61	<b>**</b>	BDS count excludes MTS Students served								
62	<b>E &amp; F</b>	Represents year-to-date total number served								

	A	B	C	D	E	F	G	H	I	J	K
1	Table I										
2	Department of Health and Human Services										
3	Operating Statistics										
4	Shelter & Institutions										
5											
6		NHH				BHHS					Glenclyff
7		APS & APC Census	APS & APC Admissions	THS Census		Individual Bednights	% of		Family Bednights	% of	GH Census
8		Actual	Actual	Actual	Capacity	Actual	Capacity	Capacity	Actual	Capacity	Actual
9											
22	Jul-10	148	178	41	11,408	8,444	74%	806	595	74%	112
23	Aug-10	145	185	41	10,304	7,523	73%	728	599	82%	112
24	Sep-10	146	184	42	11,040	8,032	73%	780	688	88%	112
25	Oct-10	145	191	43	10,757	8,668	81%	780	687	88%	112
26	Nov-10	162	200	43	10,590	9,101	86%	780	622	80%	113
27	Dec-10	156	173	40	10,943	9,539	87%	806	612	76%	113
28	Jan-11	154	184	42	11,997	10,525	88%	806	667	83%	109
29	Feb-11	156	160	43	10,836	10,606	98%	728	627	86%	106
30	Mar-11	159	219	44	11,657	10,528	90%	806	639	79%	109
31	Apr-11	152	204	42	10,590	9,141	86%	780	680	87%	111
32	May-11	153	228	44	10,943	8,785	80%	806	622	77%	113
33	Jun-11	139	199	43	10,590	9,019	85%	780	588	75%	113
34	Jul-11	142	209	43	10,943	9,368	86%	806	627	78%	113
35	Aug-11	134	192	41	10,943	9,590	88%	806	732	91%	115
36	Sep-11	128	196	41	10,590	9,719	92%	768	744	97%	115
37	Oct-11	149	200	37	10,943	10,781	99%	806	826	102%	117
38	Nov-11	150	193	36	10,590	10,779	102%	780	885	113%	116
39	Dec-11	151	202	36	11,521	11,721	102%	806	877	109%	113
40	Jan-12	153	207	0	12,090	12,173	101%	806	883	110%	115
41	Feb-12	153	191	0	11,310	11,137	98%	754	770	102%	116
42	Mar-12	153	184	0	12,090	11,049	91%	806	837	104%	118
43	Apr-12	153	200	0	10,590	9,945	94%	780	817	105%	118
44	May-12	155	208	0	10,943	10,510	96%	806	898	111%	117
45	Jun-12	149	187	0	10,590	9,845	93%	780	869	111%	119
46	Jul-12	145	161	0	10,943	9,568	87%	806	685	85%	118
47	Aug-12	149	193	0	10,943	9,573	87%	806	755	94%	118
48	Sep-12	151	162	0	9,870	9,304	94%	780	674	86%	119
49	Oct-12	150	178	0	10,199	9,826	96%	806	757	94%	119
50	Nov-12	150	161	0	9,870	9,369	95%	780	763	98%	117
51	Dec-12	150	125	0	10,133	9,420	93%	754	808	107%	117
52	Jan-13	161	173	0	11,346	11,433	101%	806	826	102%	117
53	Feb-13	164	135	0							118
54	Mar-13										
55	Apr-13										
56	May-13										
57	Jun-13										
58											
59											
60											
61	Source of Data										
62	Column										
63	B	Daily in-house midnight census averaged per month									
64	C	Daily census report of admissions totalled per month									
65	D	Daily in-house midnight census averaged per month									
66	E	Total number of individual bednights available in emergency shelters									
67	F	Total number of individual bednights utilized in emergency shelters									
68	G	Percentage of individual bednights utilized during month									
69	H	Total number of family bednights available in emergency shelters									
70	I	Total number of family bednights utilized in emergency shelters									
71	J	Percentage of family bednights utilized during month									
72	K	Daily in-house midnight census averaged per month									

	A	B	C	D	E	F	G	H	I
1	<b>Table J</b>								
2	<b>Department of Health and Human Services</b>								
3	<b>Office of Medicaid Business and Policy</b>								
4	<b>Budget V. Actual Medical Expenditures</b>								
5									
6	<b>Medicaid Provider Payments</b>								
7	<b>(Provider Payments, Outpatient Hospital, Prescription Drugs and CHIP FFS)</b>								
8		<b>Budgeted</b>	<b>Expended</b>	<b>Excess/Shortfall</b>					
9	Jul-12	\$33,504,813	\$28,414,183	\$5,090,630					
10	Aug-12	\$41,881,016	\$41,991,758	(\$110,741)					
11	Sep-12	\$33,504,813	\$28,853,109	\$4,651,704					
12	Oct-12	\$33,504,813	\$33,899,882	(\$395,069)					
13	Nov-12	\$41,881,016	\$38,286,866	\$3,594,151					
14	Dec-12	\$34,745,011	\$37,862,968	(\$3,117,957)					
15	Jan-13	\$34,745,011	\$31,912,309	\$2,832,702					
16	Feb-13	\$35,026,874	\$35,321,867	(\$294,993)					
17	Mar-13	\$43,783,593	\$45,625,536	(\$1,841,943)					
18	Apr-13	\$35,026,874	\$37,993,478	(\$2,966,604)					
19	May-13	\$43,783,593	\$42,097,418	\$1,686,175					
20	Jun-13	\$35,026,874	\$38,439,516	(\$3,412,642)					
21	<b>Total</b>	<b>\$446,414,302</b>	<b>\$440,698,890</b>	<b>\$5,715,413</b>					
22									
23									
24	<b>CHIP Fee-for-service: Budget + expenses moved to Provider Payments w/Dept Transfer</b>								
25	<b>CHIP Expenses reported in Medicaid Provider Payments Mnthly Costs</b>								
26		<b>Informational:</b>	<b>Expended</b>						
27	Jul-12		\$431,145						
28	Aug-12		\$1,398,498						
29	Sep-12		\$1,147,111						
30	Oct-12		\$1,324,754						
31	Nov-12		\$1,534,985						
32	Dec-12		\$1,572,977						
33	Jan-13		\$1,502,165						
34	Feb-13		\$1,669,845						
35	Mar-13		\$2,135,230						
36	Apr-13		\$1,590,084						
37	May-13		\$1,892,319						
38	Jun-13		\$1,590,084						
39	<b>Total</b>		<b>\$17,789,197</b>						
40									
41									
42	<b>BCCP</b>								
43	<b>(Provider Payments, Outpatient Hospital, Prescription Drugs)</b>								
44		<b>Budgeted</b>	<b>Expended</b>	<b>Excess/Shortfall</b>					
45	Jul-12	\$251,156	\$278,082	(\$26,926)					
46	Aug-12	\$313,945	\$378,267	(\$64,322)					
47	Sep-12	\$251,156	\$317,636	(\$66,480)					
48	Oct-12	\$251,156	\$342,295	(\$91,139)					
49	Nov-12	\$251,156	\$345,771	(\$94,615)					
50	Dec-12	\$313,945	\$371,182	(\$57,237)					
51	Jan-13	\$251,156	\$337,068	(\$85,912)					
52	Feb-13	\$396,611	\$351,781	\$44,829					
53	Mar-13	\$495,763	\$410,181	\$85,582					
54	Apr-13	\$396,611	\$270,099	\$126,512					
55	May-13	\$495,763	\$331,333	\$164,430					
56	Jun-13	\$396,611	\$270,099	\$126,512					
57	<b>Total</b>	<b>\$4,065,027</b>	<b>\$4,003,794</b>	<b>\$61,234</b>					
58									
59									
60	<b>Notes:</b>								
61	Shaded figures are estimates								
62	Department of Health and Human Services; Reduction in Appropriation. In the event that estimated restricted revenues collected by the								
63	department of health and human services in the aggregate are less than budgeted, during the biennium ending June 30, 2013, the total								
64	appropriations to the department of health and human services shall be reduced by the amount of the shortfall in either actual or projected								
65	revenue. The commissioner of the department of health and human services shall notify the bureau of accounting, in writing, no later than								
66	April 1st of each year as to precisely which line item appropriation and in what specific amount reductions are to be made in order to fully								
67	compensate for the total revenue deficits.								
68	<b>The above Budgeted and Excess/Shortfall amounts do not include Jan Dept Transfer</b>								

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	Table K																		
2	Department of Health and Human Services																		
3	Caseloads Versus Prior Year & Prior Month																		
4																			
5		Unduplicated Persons			Medicaid Persons			Long Term Care-Seniors			FANF Persons			APTD Persons			SNAP Persons		
6		Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo	Actual	Vs PY	Vs Pmo
7																			
32	Jul-10	150,572	7.2%	0.2%	118,831	4.4%	-0.2%	7,284	-4.3%	1.4%	13,920	4.1%	-1.8%	8,617	9.7%	0.0%	109,131	25.7%	0.4%
33	Aug-10	151,231	7.2%	0.4%	118,641	4.2%	0.0%	7,223	-1.4%	-0.6%	13,981	3.6%	0.4%	8,643	8.9%	0.3%	109,950	23.2%	0.8%
34	Sep-10	151,609	6.5%	0.2%	119,213	3.8%	0.3%	7,112	-0.8%	-1.5%	14,065	2.1%	0.6%	8,650	7.8%	0.1%	110,588	20.4%	0.6%
35	Oct-10	151,486	5.4%	-0.1%	118,770	2.4%	-0.4%	7,150	-4.1%	0.5%	13,615	-1.2%	-3.2%	8,656	6.5%	0.1%	110,694	16.8%	0.1%
36	Nov-10	151,906	5.1%	0.3%	118,882	2.2%	0.1%	7,237	-0.5%	1.2%	13,553	-2.7%	-0.5%	8,667	5.4%	0.1%	111,476	15.2%	0.7%
37	Dec-10	152,991	5.0%	0.7%	119,845	2.3%	0.8%	7,346	4.5%	1.5%	13,789	-3.5%	1.7%	8,749	5.6%	0.9%	112,293	13.2%	0.7%
38	Jan-11	153,338	4.7%	0.2%	119,554	1.9%	-0.2%	7,217	-1.3%	-1.8%	13,796	-4.1%	0.1%	8,740	4.8%	-0.1%	113,127	12.0%	0.7%
39	Feb-11	152,942	3.7%	-0.3%	119,255	1.0%	-0.3%	7,164	-0.7%	-0.7%	13,705	-5.6%	-0.7%	8,779	4.4%	0.4%	112,803	9.8%	-0.3%
40	Mar-11	154,218	3.5%	0.8%	120,395	1.3%	1.0%	7,127	-2.9%	-0.5%	13,730	-5.9%	0.2%	8,912	5.1%	1.5%	114,023	8.5%	1.1%
41	Apr-11	154,397	3.0%	0.1%	120,532	0.9%	0.1%	7,221	-2.0%	1.3%	13,597	-6.8%	-1.0%	9,019	5.4%	1.2%	114,482	7.7%	0.4%
42	May-11	154,589	2.9%	0.1%	120,353	1.0%	-0.1%	7,079	-1.3%	-2.0%	13,330	-6.4%	-2.0%	9,009	5.3%	-0.1%	114,611	6.0%	0.1%
43	Jun-11	154,572	2.8%	0.0%	120,867	1.5%	0.4%	7,094	-1.3%	0.2%	13,272	-6.4%	-0.4%	9,088	5.5%	0.9%	114,441	5.3%	-0.1%
44	Jul-11	153,928	2.2%	-0.4%	119,814	0.8%	-0.9%	7,142	-1.9%	0.7%	12,046	-13.5%	-9.2%	9,031	4.8%	-0.6%	113,984	4.4%	-0.4%
45	Aug-11	153,803	1.7%	-0.1%	119,628	0.7%	-0.2%	7,196	-0.4%	0.8%	11,980	-14.3%	-0.5%	8,905	3.0%	-1.4%	114,285	3.9%	0.3%
46	Sep-11	154,055	1.6%	0.2%	119,916	0.6%	0.2%	7,174	0.9%	-0.3%	12,014	-14.6%	0.3%	8,864	2.5%	-0.5%	114,344	3.4%	0.1%
47	Oct-11	153,942	1.6%	-0.1%	119,437	0.6%	-0.4%	7,053	-1.4%	-1.7%	11,756	-13.7%	-2.1%	8,793	1.6%	-0.8%	114,705	3.6%	0.3%
48	Nov-11	153,484	1.0%	-0.3%	118,901	0.0%	-0.4%	7,037	-2.6%	-0.2%	11,668	-13.9%	-0.7%	8,854	2.2%	0.7%	114,371	2.6%	-0.3%
49	Dec-11	154,470	1.0%	0.6%	119,626	-0.2%	0.6%	7,132	-2.9%	1.4%	11,787	-14.5%	1.0%	9,006	2.9%	1.7%	115,671	3.0%	1.1%
50	Jan-12	154,765	0.9%	0.2%	119,338	-0.2%	-0.2%	7,189	-0.4%	0.8%	11,781	-14.6%	-0.1%	8,834	1.1%	-1.9%	117,047	3.5%	1.2%
51	Feb-12	155,274	1.5%	0.3%	119,553	0.2%	0.2%	7,312	2.1%	1.7%	11,628	-15.2%	-1.3%	8,792	0.1%	-0.5%	117,293	4.0%	0.2%
52	Mar-12	155,424	0.8%	0.1%	120,382	0.0%	0.7%	7,518	5.5%	2.8%	9,202	-33.0%	-20.9%	8,600	-3.5%	-2.2%	117,250	2.8%	0.0%
53	Apr-12	155,639	0.8%	0.1%	120,538	0.0%	0.1%	7,368	2.0%	-2.0%	8,950	-34.2%	-2.7%	8,595	-4.7%	-0.1%	117,443	2.6%	0.2%
54	May-12	155,789	0.8%	0.1%	120,520	0.1%	0.0%	7,343	3.7%	-0.3%	8,853	-33.6%	-1.1%	8,541	-5.2%	-0.6%	117,744	2.7%	0.3%
55	Jun-12	156,002	0.9%	0.1%	120,335	-0.4%	-0.2%	7,376	4.0%	0.4%	8,774	-33.9%	-0.9%	8,518	-6.3%	-0.3%	117,708	2.9%	0.0%
56	Jul-12	156,637	1.8%	0.4%	129,569	Eff. 7/1/12 CHIP included		7,225	1.2%	-2.0%	8,690	-27.9%	-1.0%	8,405	-6.9%	-1.3%	117,625	3.2%	-0.1%
57	Aug-12	156,966	2.1%	0.2%	129,951	8.6%	0.3%	7,448	3.5%	3.1%	8,793	-26.6%	1.2%	8,296	-6.8%	-1.3%	114,916	0.6%	-2.3%
58	Sep-12	156,144	1.4%	-0.5%	129,479	8.0%	-0.4%	7,281	1.5%	-2.2%	8,657	-27.9%	-1.5%	8,218	-7.3%	-0.9%	117,569	2.8%	2.3%
59	Oct-12	157,243	2.1%	0.7%	130,393	9.2%	0.7%	7,293	3.4%	0.2%	8,704	-26.0%	0.5%	8,216	-6.6%	0.0%	119,101	3.8%	1.3%
60	Nov-12	157,170	2.4%	0.0%	130,110	9.4%	-0.2%	7,254	3.1%	-0.5%	8,599	-26.3%	-1.2%	8,181	-7.6%	-0.4%	118,992	4.0%	-0.1%
61	Dec-12	156,588	1.4%	-0.4%	130,001	8.7%	-0.1%	7,253	1.7%	0.0%	8,493	-27.9%	-1.2%	8,164	-9.3%	-0.2%	118,817	2.7%	-0.1%
62	Jan-13	157,348	1.7%	0.5%	130,239	9.1%	0.2%	7,194	0.1%	-0.8%	8,559	-27.3%	0.8%	8,115	-8.1%	-0.6%	120,153	2.7%	1.1%
63	Feb-13	154,386	-0.6%	-1.9%	129,200	8.1%	-0.8%	7,092	-3.0%	-1.4%	8,538	-26.6%	-0.2%	8,059	-8.3%	-0.7%	117,654	0.3%	-2.1%
64	Mar-13																		
65	Apr-13																		
66	May-13																		
67	Jun-13																		
68																			

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	DATA TABLES FOR CHARTS																
2																	
3	Caseloads Vs Unemployment				Caseloads-Actual				Personnel Vacancy Rate								
4		NH Unempl. Rate	Unduplicated Persons		FANF Persons Actual	APTD Actual	Medicaid Persons Actual			Authorized	Filled	Vacant	PCT		Caseload	Staff	
5																	
31	Jul-09	6.8%	140,420	Jul-09	13,377	7,855	113,861	Jul-09	3,353	3,066	287	8.6%	Jul-09	140,420	3,066		
32	Aug-09	6.8%	141,132	Aug-09	13,498	7,935	114,030	Aug-09	3,353	3,040	313	9.3%		141,132	3,040		
33	Sep-09	7.2%	142,381	Sep-09	13,771	8,022	114,862	Sep-09	3,334	3,021	313	9.4%		142,381	3,021		
34	Oct-09	6.8%	143,697	Oct-09	13,787	8,127	115,976	Oct-09	3,338	2,909	429	12.9%	Oct-09	143,697	2,909		
35	Nov-09	6.7%	144,519	Nov-09	13,927	8,221	116,291	Nov-09	3,337	2,902	435	13.0%		144,519	2,902		
36	Dec-09	6.9%	145,758	Dec-09	14,288	8,288	117,171	Dec-09	3,337	2,893	444	13.3%		145,758	2,893		
37	Jan-10	7.0%	146,491	Jan-10	14,392	8,337	117,326	Jan-10	3,337	2,886	451	13.5%	Jan-10	146,491	2,886		
38	Feb-10	7.1%	147,414	Feb-10	14,522	8,412	118,060	Feb-10	3,337	2,887	450	13.5%		147,414	2,887		
39	Mar-10	7.0%	149,065	Mar-10	14,587	8,481	118,926	Mar-10	3,337	2,877	460	13.8%		149,065	2,877		
40	Apr-10	6.7%	149,947	Apr-10	14,596	8,557	119,503	Apr-10	3,337	2,873	464	13.9%	Apr-10	149,947	2,873		
41	May-10	6.4%	150,236	May-10	14,244	8,556	119,197	May-10	3,337	2,857	480	14.4%		150,236	2,857		
42	Jun-10	5.9%	150,331	Jun-10	14,181	8,615	119,121	Jun-10	3,344	2,862	482	14.4%		150,331	2,862		
43	Jul-10	5.8%	150,572	Jul-10	13,920	8,617	118,831	Jul-10	3,344	2,818	526	15.7%	Jul-10	150,572	2,818		
44	Aug-10	5.7%	151,231	Aug-10	13,981	8,643	118,841	Aug-10	3,344	2,802	542	16.2%		151,231	2,802		
45	Sep-10	5.5%	151,609	Sep-10	14,065	8,650	119,213	Sep-10	3,344	2,795	549	16.4%		151,609	2,795		
46	Oct-10	5.4%	151,486	Oct-10	13,615	8,656	118,770	Oct-10	3,341	2,800	541	16.2%	Oct-10	151,486	2,800		
47	Nov-10	5.4%	151,906	Nov-10	13,553	8,667	118,882	Nov-10	3,344	2,809	535	16.0%		151,906	2,809		
48	Dec-10	5.4%	152,991	Dec-10	13,789	8,749	119,845	Dec-10	3,348	2,815	533	15.9%		152,991	2,815		
49	Jan-11	5.6%	153,338	Jan-11	13,796	8,740	119,554	Jan-11	3,348	2,813	535	16.0%	Jan-11	153,338	2,813		
50	Feb-11	5.4%	152,942	Feb-11	13,705	8,779	119,255	Feb-11	3,348	2,820	528	15.8%		152,942	2,820		
51	Mar-11	5.2%	154,218	Mar-11	13,730	8,912	120,395	Mar-11	3,348	2,827	521	15.6%		154,218	2,827		
52	Apr-11	4.9%	154,397	Apr-11	13,597	9,019	120,532	Apr-11	3,348	2,818	530	15.8%	Apr-11	154,397	2,818		
53	May-11	4.8%	154,589	May-11	13,330	9,009	120,353	May-11	3,348	2,794	554	16.5%		154,589	2,794		
54	Jun-11	4.9%	154,572	Jun-11	13,272	9,088	120,867	Jun-11	3,348	2,767	581	17.4%		154,572	2,767		
55	Jul-11	5.2%	153,928	Jul-11	12,048	9,031	119,814	Jul-11	2,995	2,764	231	7.7%	Jul-11	153,928	2,764		
56	Aug-11	5.3%	153,803	Aug-11	11,980	8,905	119,628	Aug-11	2,995	2,767	228	7.6%		153,803	2,767		
57	Sep-11	5.4%	154,055	Sep-11	12,014	8,864	119,916	Sep-11	2,995	2,774	221	7.4%		154,055	2,774		
58	Oct-11	5.3%	153,942	Oct-11	11,756	8,793	119,437	Oct-11	2,997	2,759	238	7.9%	Oct-11	153,942	2,759		
59	Nov-11	5.2%	153,484	Nov-11	11,668	8,854	118,901	Nov-11	2,997	2,753	244	8.1%		153,484	2,753		
60	Dec-11	5.2%	154,470	Dec-11	11,787	9,006	119,626	Dec-11	2,898	2,672	226	7.8%		154,470	2,672		
61	Jan-12	5.2%	154,765	Jan-12	11,781	8,834	119,338	Jan-12	2,898	2,699	199	6.9%	Jan-12	154,765	2,699		
62	Feb-12	5.2%	155,274	Feb-12	11,628	8,792	119,553	Feb-12	2,898	2,686	212	7.3%		155,274	2,686		
63	Mar-12	5.2%	155,424	Mar-12	9,202	8,600	120,382	Mar-12	2,898	2,694	204	7.0%		155,424	2,694		
64	Apr-12	5.0%	155,639	Apr-12	8,950	8,595	120,538	Apr-12	2,898	2,687	211	7.3%	Apr-12	155,639	2,687		
65	May-12	5.0%	155,789	May-12	8,853	8,541	120,520	May-12	2,898	2,674	224	7.7%		155,789	2,674		
66	Jun-12	5.1%	156,002	Jun-12	8,774	8,518	120,335	Jun-12	2,897	2,671	226	7.8%		156,002	2,671		
67	Jul-12	5.4%	156,637	Jul-12	8,890	8,405	126,569	Jul-12	2,897	2,660	237	8.2%	Jul-12	156,637	2,660		
68	Aug-12	5.7%	156,966	Aug-12	8,793	8,296	129,951	Aug-12	2,897	2,643	254	8.8%		156,966	2,643		
69	Sep-12	5.7%	156,144	Sep-12	8,657	8,218	129,479	Sep-12	2,897	2,640	257	8.9%		156,144	2,640		
70	Oct-12	5.7%	157,243	Oct-12	8,704	8,216	130,393	Oct-12	2,897	2,641	256	8.8%	Oct-12	157,243	2,641		
71	Nov-12	5.6%	157,170	Nov-12	8,599	8,181	130,110	Nov-12	2,897	2,636	261	9.0%		157,170	2,636		
72	Dec-12	5.7%	158,588	Dec-12	8,493	8,164	130,001	Dec-12	2,897	2,633	264	9.1%		158,588	2,633		
73	Jan-13	5.8%	157,348	Jan-13	8,559	8,115	130,239	Jan-13	2,898	2,619	279	9.6%	Jan-13	157,348	2,619		
74	Feb-13		154,386	Feb-13	8,538	8,059	129,200	Feb-13	Data not available - New payroll system					154,386			
75	Mar-13			Mar-13				Mar-13									
76	Apr-13			Apr-13				Apr-13									
77	May-13			May-13				May-13									
78	Jun-13			Jun-13				Jun-13									



STATE OF NEW HAMPSHIRE  
 DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT  
 OFFICE of the COMMISSIONER

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March 26, 2013

The Honorable Mary Jane Wallner, Chairman  
 Fiscal Committee of the General Court  
 State House  
 Concord, New Hampshire 03301

INFORMATIONAL ITEM

The Department of Resources and Economic Development, Division of Parks and Recreation is providing an updated report on the status of implementation of the twenty (20) recommendations from the audit of the Hampton Beach Parking Meter Fund by the Office of the Legislative Budget Assistant for the ten months ended April 30, 2012. The Division initially provided a progress report dated August 30, 2012. Attached is an updated report dated March 18, 2013.

Of the twenty recommendations for which there were 48 action items, the completion status is as follows:

Completion Status on August 30, 2012

14 items – fully completed  
 19 items – substantially completed  
 9 items – partially completed  
 6 items – open

Completion Status on March 18, 2013

18 items – fully completed  
 22 items – substantially completed  
 4 items – partially completed  
 4 items – open

We have found the results of the audit very helpful as we continue the transformation of state park seacoast operations to support the recent substantial capital investment the State has made there. We look forward to successful implementation of the recommendations and will continue to inform you of our progress.

Please contact me if you have any questions.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Philip A. Bryce".

Philip A. Bryce  
 Acting Commissioner

PAB/mc

C: Thomas Martin, Business Administrator  
 Richard Mahoney, Director of Audits

STATE OF NEW HAMPSHIRE  
 HAMPTON METER AUDIT FINDING STATUS  
 JULY/AUGUST 2012 Current Status (as of March 18, 2013)

Completion Status: Open •  
 Partial ••  
 Substantial •••  
 Full ••••

#	Finding Title	Recommendation	Action Item	Completion Status
1	Controls Over The Collection, Accumulation, And Bagging Of Cash And Coins should be improved.	<p>The Department should improve controls over the collection, accumulation, and bagging of cash and coins from the kiosk-based and coin parking meters.</p> <ul style="list-style-type: none"> <li>➤ The Department should update its policies and procedures to control cash and coin collection activities. The policies and procedures should include processes for determining when and what to collect and controls over that collection activity.</li> <li>➤ Clear accountability should be established for cash and coins from the point of collection to point of transfer to the armored car service for delivery to the bank.</li> <li>➤ Available controls, including numeric controls, over cash and coin bags should be utilized.</li> <li>➤</li> <li>➤</li> <li>➤</li> <li>➤</li> <li>➤</li> <li>➤ Regular reconciliations of parking remittances between the kiosk-based parking meter system, the amount deposited, and NHFirst should be prepared and reviewed by management. Differences and other unusual data noted in the reconciliations should be resolved timely.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Policies and procedures have been revised, reviewed and approved by management.</li> <li>➤ Policies and procedures have been re-written reviewed and approved by management.</li> <li>➤ Policies and procedures have been re-written reviewed and approved by management.</li> <li>➤ Already in the process of being used. Implemented daily by park personnel before the end of the audit</li> </ul>	<p>•••••</p> <p>•••••</p> <p>•••••</p> <p>•••••</p>
2	Monitoring Controls Should Be Established to Ensure Parking System is Operating as Intended.	<p>The Department should increase its controls over the kiosk-based, automated parking meter system.</p> <ul style="list-style-type: none"> <li>➤ The Department should request the vendor arrange to provide control review reports, such as a report on controls at a service organization (SOC report) issued by a certified public accountant, of the system utilized by the Department.</li> <li>➤ The Department should regularly review and analyze</li> </ul>	<ul style="list-style-type: none"> <li>➤ The department had already negotiated these requirements into the revised vendor contract, which was signed during the audit. Conversations with Cale indicate they are</li> </ul>	<p>•••</p>



STATE OF NEW HAMPSHIRE  
 HAMPTON METER AUDIT FINDING STATUS  
 JULY/AUGUST 2012 Current Status (as of March 18, 2013)

Completion Status: Open •  
 Partial ••  
 Substantial •••  
 Full ••••

#	Finding Title	Recommendation	Action Item	Completion Status
		<p>the data available in on-line reports. The cause for erroneous and inconsistent information should be resolved.</p> <p>➤ The Department should determine the cause of the vendor's lack of timely response to the reported erroneous transactions. The Department should determine whether a more formal communications process should be in place to ensure that system corrections and other change requests are responded to timely.</p>	<p>on track for report delivery in early summer.</p> <p>➤ The department is in the process of designing statistical and revenue reports that will support improved visibility and management</p> <p>➤ The department had previously decided to migrate from the pay by space program in use during the audit period to a pay and display program. This greatly reduced the opportunity for problems</p> <p>➤ The department is currently utilizing the helpdesk ticket tracking system to maintain pressure on and management view of the issues. We are implementing a review team to ensure tracking.</p>	<p>•</p> <p>•••</p> <p>•••</p>
3	Revenues From Coin-Metered Lots Should Be Periodically Analyzed	<p>The Department should monitor and analyze the revenues from its traditional coin-metered parking lots to establish reasonable assurance it is collecting and depositing all revenues paid into the meter heads.</p> <p>➤ The Department should periodically observe and test the security and controls over the revenue collection process.</p> <p>➤ As noted in Observation No. 4, the Department should review the level of enforcement (ticketing) activity occurring in</p>	<p>➤ This has been done. Utilization of this section of the meters is at an average 7.9% Annually we will review the changes to this utilization.</p> <p>➤ The department has reviewed the security procedures for this process and included</p>	<p>•••</p> <p>•••</p>

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 Full ••••

#	Finding Title	Recommendation	Action Item	Completion Status
		<p>the coin-metered lots to ensure that the level is appropriately encouraging customer compliance.</p> <p>➤</p> <p>➤</p> <p>➤</p> <p>➤</p> <p>➤</p> <p>➤</p> <p>➤</p> <p>The Department should continue to research the resolution of the problems with the monitoring devices for the traditional coin meter heads. If reliable, in addition to determining efficient collection points, the device could be used to monitor the security of coins between collection points.</p>	<p>these new steps in current procedures</p> <p>➤ Staff will increase their presence at these lots by observing and monitoring these sites as part of their travel routine between more active locations</p> <p>➤ The monitoring device in question was tested and shown to have low reliability. Therefore, management needs to continue to develop ongoing oversight of collections for the manual meters.</p>	<p>•••</p> <p>•••</p>
4	Revenues From Coin-Metered Lots Should Be Periodically Analyzed	<p>The Department should review whether its enforcement schedule has had an unintended effect on customer compliance with parking fee requirements.</p> <p>➤ The Department should consider varying the timing of its collection and enforcement efforts to better distribute coverage over the entire day when payment for parking is required to encourage customer parking fee compliance.</p>	<p>➤ After meeting with the city of Manchester Parking Enforcement Division the department is altering the work schedule including patrolling earlier in the morning to reflect a more robust collection and ticketing schedule. This new schedule will be far more effective and improve employee utilization</p>	•••
5	Overall Staffing Strategy	The Department should improve controls over the Patrol's payroll.		

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	Should Be Reviewed	<ul style="list-style-type: none"> <li>➤ The Department should provide employees with timesheets that require documentation and certification of daily hours worked. The Department should also consider requiring employees to document tasks performed.</li> <li>➤</li> <li>➤</li> <li>➤</li> <li>➤</li> <li>➤</li> <li>➤ The Department should retain employee timesheets for the three-year period required by the State's record retention policy. The Department should retain work schedules and daily logs for an appropriate period of time to allow for management's review of employee hours scheduled and worked.</li> </ul>	<ul style="list-style-type: none"> <li>➤ The department as an interim measure, installed a time clock system to help control labor charges. The Department is upgrading to a more robust time keeping system to fully integrate with the new Lawson Payroll System. Written procedures will need to be updated to insure consistency.</li> <li>➤ The department has implemented retention schedules and will review the maintenance of these records in connection with the new time keeping system.</li> <li>➤ Provisions have been made to retain three years of time card data at the sea coast and if needed at the department storage warehouse</li> </ul>	<ul style="list-style-type: none"> <li>•••</li> <li>•••</li> <li>••••</li> </ul>
6	Overall Staffing Strategy Should Be Reviewed	<p>The Department should review its overall staffing strategy for seasonal employees at the Patrol and establish relevant controls including policies and procedures for:</p> <ul style="list-style-type: none"> <li>➤ Establishing employee work schedules and the effects of inclement weather on work schedules. Park supervisors should document circumstances requiring employees' attendance on days when inclement weather makes their normal work activities unnecessary.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Parks Management has undertaken a full and in-depth review of;               <ul style="list-style-type: none"> <li>○ Staffing schedules to improve effectiveness and efficiency have been developed</li> <li>○ Balancing the financial impacts of staffing hours with the ability to hire</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>•••</li> </ul>

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		<ul style="list-style-type: none"> <li>➤ Monitoring hours worked by seasonal employees to limit the risk of unintended benefit accruals. Policies and procedures should address (a) conditions under which seasonal employees can earn benefits based on the State's laws and rules and contracts and (b) any restrictions on seasonal employee hours worked.</li> <li>➤ In addition, the Department should review with appropriate authorities whether the Department has accrued any liability for previously unidentified benefits earned by seasonal employees.</li> </ul>	<ul style="list-style-type: none"> <li>and retain employees during the summer season.</li> <li>○ An inclement weather work schedule has been developed and will be used as a guide to ensure good employee utilization</li> <li>➤ The department has reviewed the labor guidelines to understand fully and will implement accordingly and have safety valves in place to ensure compliance</li> </ul>	•••
7	Regular Reconciliation Of The Parking Ticket Accounting System	<p>The Department should establish policies and procedures directing a regular reconciliation of the parking ticket accounting system. The results of the reconciliation should be reviewed and approved by Department management.</p> <p>The Department should consider providing additional training to employees utilizing the parking ticket accounting system to ensure that employees have all of the resources necessary to obtain efficient utility from the system.</p>	<ul style="list-style-type: none"> <li>➤ The reconciliation of the accounting system is already in place and implementation is being planned for next spring</li> <li>➤ The formal written procedures covering the operation of and reconciliation of the system have been written, reviewed and approved by management</li> <li>➤ The training needs are being evaluated and planned.</li> </ul>	••  ••••  ••
8	Regular And Complete Reconciliation Of Credit Card Clearing Account should be performed	The Department should perform regular and complete reconciliations of its clearing account. All differences identified in the reconciliations should be resolved in a timely manner. The results of the reconciliations should be reviewed and approved by Department financial management to ensure the accuracy and completeness of the credit card revenues included in the	➤ We agree the reconciliations should be performed. Given limited resources, at this time we are unable to commit to performing timely reconciliations. We will research this matter	•

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		reconciliations.  The Department should establish policies and procedures relative to the proper accounting and reporting of credit card revenues and fees. The policies and procedures should address all of the Department's credit card vendors.	➤ All credit card policies and procedures are established and implemented under PCI-DS5 guidelines.	••••
9	Policies And Procedures For The Operation Of The Kiosk-Based Parking Meter System should be established	The Department should become more involved in monitoring the operation of the kiosk-based parking meter system.  ➤ The Department should establish policies and procedures that address the maintenance and operation of the kiosk-based system including controls for changes to the system. The policies and procedures should describe a change control process that incorporates the components of the identification of a need for a change, the approved request for a change, the notification of a solution for approval and acceptance, and the implementation of the approved and tested change.  ➤ The change control policies and procedures should encourage employees to bring forward for consideration appropriate changes to the system.  ➤ The Department should develop a disaster recovery and continuity of business plan for its parking meter operations.	➤ As explained in item 2, the department has already negotiated a new contract with the vendor requiring these issues be satisfied and documented by an independent audit firm.  ➤ Policies will be developed to require an annual review of the independent audit of development and change control procedures utilized by our Kiosk vendors.  ➤ A COOP plan for the meter program has been provided by Cale'	••••  ••  ••
10	Policies And Procedures For Executing, Managing, And Monitoring Parking Leases should be Expanded	The Department should expand its policies and procedures for executing, managing, and monitoring parking leases. Responsibility for all aspects of the lease operations should be established to improve accountability for activities, including control processes. The process for setting lease rates should be fully described in policies and procedures to ensure the rates	➤ The department has been reorganized to bring centralized management to the lease program. ○ Currently all participants have properly executed leases ○ All lease payments are up to date as of the	••••

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		<p>are set in the State's best interest.</p> <p>The Department should address the issues noted in items one through seven above. Lease documents should be signed and submitted for all required approvals. Lease activity should be monitored timely to ensure that lease agreements are complied with, including ensuring all lease revenues are received and deposited as appropriate. Lease rates should be calculated as intended and submitted for required approvals.</p> <p>The Department should recognize that any discount allowed in a lease represents lost revenue to the parking program.</p>	<p>end of the 2012 season.</p> <ul style="list-style-type: none"> <li>○ Lease wording has been reviewed by the Attorney General's office</li> <li>➤ Lease holders have been advised of major changes in the program including strong enforcement guidelines.</li> <li>➤ We have studied our rates to bring all lessees to a common level of discount based on the earnings of meters surrounding their particular lease.</li> <li>➤ The department acknowledges the need to find a balance discounts, secured revenue and our department's mission to support local businesses</li> </ul>	<p>•••</p> <p>•••</p> <p>•••</p>
11	Policies And Procedures For Maintaining And Monitoring Parking Fine Accounts Receivable should be Established	The Department should develop comprehensive policies and procedures and provide appropriate employee training for maintaining and monitoring accounts receivable from parking fines. The policies and procedures should give clear direction and criteria for: the initial recording of complete and accurate vehicle identification information; timely uploading of citations from hand held devices; forwarding accounts to collection agents; reconciliation and daily upload of payment activities from the lock box bank and collection agent; regular coordination of information of accounts assigned to the collection agency; the regular review of suspense accounts for proper and timely disposition; posting of customer refunds; and	➤ Policies and procedures have been re-written, reviewed and approved by management	••••

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		sending of late notices.		
12	Effective Controls Over The Voiding Of Issued Parking Tickets should be established	<p>The Department should establish policies and procedures to control risks associated with voiding issued parking tickets.</p> <ul style="list-style-type: none"> <li>➤ The responsibilities for receiving payment on tickets should be segregated from the ability to void an issued ticket. No employee should be able to accept revenue and also delete the record supporting that revenue.</li> <li>➤ Authorized reasons for voiding an issued ticket should be set by policy with a requirement to document all voided tickets with customer names and contact information. A sample of individuals identified on voided tickets should be subject to follow-up contact to ensure the tickets were in fact voided.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Policies and procedures have been re-written reviewed and approved by management</li> <li>➤ Procedures have been implemented</li> </ul>	<p>•••••</p> <p>•••••</p>
13	Customer Overpayments Should Be Refunded Proactively And Timely	<p>The Department should refund customer overpayments proactively and in a timely manner.</p> <p>If the Department has concerns regarding the accuracy of its data, the Department should resolve those concerns expeditiously to allow for a timely return of customer money.</p>	<ul style="list-style-type: none"> <li>➤ We have taken the opportunity to research all accounts with credit balances. Some of this activity can be attributable to application of payment to the wrong ticket when violators have multiple outstanding tickets. When we determine the customer is due a refund, we will take the appropriate steps to refund their money.</li> </ul> <p>Refunds have already been issued</p>	•••
14	Additional Actions To Collect Outstanding Fines Should Be Considered	<p>The Department should consider additional actions to collect outstanding fines.</p> <ul style="list-style-type: none"> <li>➤ The Department should request authority in statute or</li> </ul>	<ul style="list-style-type: none"> <li>➤ Based on our review of the receivables,</li> </ul>	•••

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		<p>administrative rules, as appropriate, to employ reasonable enforcement actions to encourage payment of outstanding fines. Common enforcement actions include towing and immobilizing (booting) vehicles of repeat and delinquent parking violators.</p> <ul style="list-style-type: none"> <li>➤ The Department should consider using the State's courts to collect outstanding parking fines.</li> <li>➤ The Department should continue in its efforts to obtain out-of-state vehicle owner information. The Department should work with the Departments of Justice and Safety to obtain cooperation from neighboring states in obtaining motor vehicle owner information. If the Department finds that cooperation is not available, the Department should consider whether the use of commercially available information is a reasonable alternative.</li> </ul>	<p>84% are over two years old and many of the balances represent penalties upon penalties and not the initial fines. The likelihood of collection is remote and therefore we have implemented a process of purging and inactivating these balances in the parking ticket accounting system.</p> <ul style="list-style-type: none"> <li>➤ Due to our success with other collection efforts through the Attorney General's Office, we initiated a new program to assign our worst parking offenders to them to pursue collection through legal means.</li> <li>➤ At this time, management has decided not to pursue the deployment of additional enforcement tools due to public relations impacts.</li> </ul>	<p>•••</p> <p>•••••</p>
15	Cost Allocation Improvement Efforts Should Continue	The Department should continue in its efforts to improve its cost accounting and reporting processes to provide reliable financial information that accurately reports its financial operations.	<ul style="list-style-type: none"> <li>➤ Allocating labor costs has always been a challenge as the State's payroll system does not currently allow for easy labor distribution across accounting units. Further, the State's budgeting practice does not allow for positions to be split-funded across accounting units. Our understanding is this limitation will continue for the fiscal year 2014-2015 biennium.</li> </ul>	•



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			<ul style="list-style-type: none"> <li>➤ However, at the close of the Parks summer season, the Department will study labor distribution and time tracking to determine if cost centers are being disproportionately assessed and whether a more equitable allocation method can be implemented. We will then analyze and determine if making budgetary adjustments would be appropriate</li> </ul>	●
16	Expenditures Should Be Charged to Correct Account	<p>The Department should charge expenditures to the correct, budgeted accounts.</p> <p>When necessary, the Department should seek approval to transfer appropriations as provided for in statute.</p>	<ul style="list-style-type: none"> <li>➤ It appears the issue of charging incorrect accounts is more of a reflection of training and the need to place greater emphasis on the purpose of each of the Department's accounting units. During the 2012 Legislative session, SB 324 [Chapter 187, Laws of 2012] was approved which better aligns revenue to operational needs.</li> </ul>	●●●
17	Controls Over Petty Cash Should Be Improved	The Department should increase its controls over the petty cash account	<ul style="list-style-type: none"> <li>➤ Petty cash balances have been reduced to \$250, the amount determined to be the appropriate level based on current needs.</li> </ul>	●●●●
18	Information Technology Controls Should Be Strengthened	<p>The Department should ensure that employees comply with Department and State IT policies and procedures.</p> <p>The Department should provide training to ensure employees are aware of relevant IT policies and procedures and the expectation that employee compliance is required. Specifically:</p>		

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#	Finding Title	Recommendation	Action Item	Completion Status
		<ul style="list-style-type: none"> <li>➤ All employees should be knowledgeable of, and sign, the Computer Use Agreement.</li> <li>➤ All users should have distinct user names and passwords. The security over passwords should be strong and passwords should not be shared.</li> <li>➤ All user access changes should be controlled through a formal, authorized, and documented process.</li> <li>➤ Only approved IT equipment should be used for Department operations. The use of unsecured flash drives to routinely transfer files for printing is not an efficient or secure process. If another printer cannot be made available, the computers should be connected by a secure switch and cabling. Personal computers should not routinely be used for Department business.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Completed - a signed copy is on file</li> <li>➤ Completed - users trained and enforcement will be via state DoIT procedures.</li> <li>➤ Completed and will follow the current DoIT process</li> <li>➤ Completed by the IT staff implementing configuration changes that eliminate the need for such devices.</li> </ul>	<p>•••••</p> <p>•••••</p> <p>•••••</p> <p>•••••</p>
19	Scope of Hampton Beach Parking Meter Fund Operations Should be Clarified	<p>The Department should seek legislative clarification as to the operation of the Hampton Beach Parking Meter Fund and the revenues that are to be deposited into that Fund.</p> <p>If it is determined the operations of the parking facilities at North Hampton and Jenness Beaches are to be reported separately from the Hampton Beach parking operations, the Department should ensure that it has adequate statutory authority to support those operations, including the issuance of fines. The Department should also establish appropriate policies and procedures to separately account for and report the North Hampton and Jenness Beach parking facilities' lease and fine revenues and operating expenditures, which are currently reported in the Hampton Beach Parking Meter Fund.</p>	<ul style="list-style-type: none"> <li>➤ The Department does not believe clarification is necessary as allocating Jenness and North Hampton meter revenue to the Parks fund is appropriate as they are separate and distinct parks. The Meter Fund is specific to Hampton and the method of collecting parking fees does not dictate where the money is deposited.</li> <li>➤ The authority to assess fines is</li> </ul>	<p>•••••</p> <p>•••••</p>

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			specifically granted under RSA 12-A2: _c IV and RES 7303.09.	
20	Compliance With Nepotism Statute Should Be Monitored	The Department should monitor supervisor/employee relationships in light of RSA 21-G:26-a and take appropriate action to prevent noncompliance with this statute in the future.	➤ The Department has performed a review of our hiring practices and has put in place additional controls. There are no longer direct supervisory relationships at meter patrol. The specific situation described above has been resolved.	••••



STATE OF NEW HAMPSHIRE **FIS 13 104**  
**DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT**  
OFFICE of the COMMISSIONER

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March 26, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

**INFORMATIONAL ITEM**

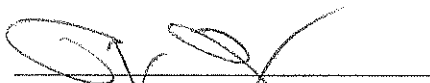
In accordance with RSA 12-A:29-c, III, Cannon Mountain Capital Improvement Fund, and RSA 216:3, IV (b), Hampton Beach Capital Improvement Fund, the Department of Resources and Economic Development, Division of Parks and Recreation respectfully submits the enclosed financial report for Fiscal Year 2012.

**EXPLANATION**

The Division of Parks and Recreation is required by RSA 216-A:3-e, II to report annually on specific park financial activities. Through consolidated reporting efforts this same report now fulfills additional requirements under RSA 12-A:29-c, III and RSA 216:3, IV (b) for reporting on the activities of the Cannon Mountain Capital Improvement Fund and Hampton Beach Capital Improvement Fund.

Cannon Mountain's Capital Improvement Fund information can be found on pages 4, 28, 32, and 34. Hampton Beach's Capital Improvement Fund information can be found on pages 4, 27, and 33.

Respectfully submitted,

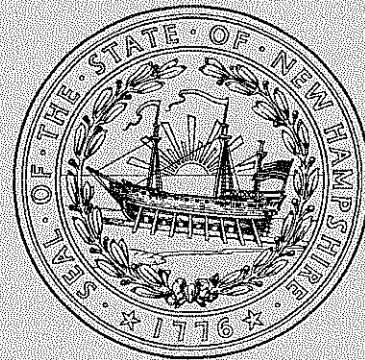
  
Philip A. Bryce  
Acting Commissioner

PAB/TEM/lml  
Enclosure

# State of New Hampshire

DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION

Fiscal Year 2012 Financial Report



Philip A. Bryce, Acting Commissioner  
March 26, 2013

**DIVISION OF PARKS AND RECREATION  
FISCAL YEAR 2012  
FINANCIAL REPORT**

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**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION - FINANCIAL REPORT  
FISCAL YEAR 2012**

**Overview**

Fiscal year 2012 was overall another good financial year for most of the State's various Park Funds. In the last two years, the Division of Parks has been able to eliminate the \$1.9 mil deficit in the Park Fund to a reported surplus balance of \$.5 million at June 30<sup>th</sup>, 2012. This was accomplished through legislative support, by following an all Funds approach, by working very hard in generation of revenue, and by aggressively managing spending. This report primarily focuses on our Traditional Park Funds but also includes Bureau of Trail Accounts for the last several years that can be seen on page 35-39.

*Our success is very heavily dependent on weather events and Fiscal Year 2012 had our share of unpredictability. After getting off to a very strong start in the 2011 summer, Hurricane Irene hit the Parks very hard just before Labor Day which essentially brought the summer season to a halt. Next, the winter season was snow deprived and with unseasonably warm temperatures, Cannon Mountain and Trail Revenues were adversely affected. Fortunately, late Spring / early Summer 2012 weather was very pleasant, which allowed for a strong finish to Fiscal Year 2012.*

The Traditional Park accounts are summarized below. These self-supporting activities are tracked separately by accounting units; however, there are significant operational and financial areas of overlap. The All Funds approach is to recognize the shared nature of costs and to allocate costs to the correct revenues within the various business units. It should be noted that much of the administrative costs and central services support expenditures are charged to the Park Fund and have not been allocated to the other funds.

<b>TRADITIONAL MAJOR PARK FUNDS FISCAL YEAR 2012</b>								
	Balance 07/01/11	Revenues	Expenditures	Transfers	General Funds (DD&M)	Net Income	Encumbrances	Balance 06/30/12
Park Fund	(667,327)	8,045,029	(8,208,020)	1,231,380	177,438	1,245,827	(101,315)	477,185
Hampton Meters / Capital	561,999	1,701,701	(671,374)	(1,231,380)		(201,053)	(114,962)	245,984
Cannon Operating	274,195	5,716,842	(6,010,433)			(293,591)	(2,222)	(21,618)
Cannon Capital	(243,317)	620,815	(612,705)	0		8,110	0	(235,207)
Mt Washington Commission	825,184	1,080,101	(1,153,949)	0		(73,848)	(58,674)	692,662

The underlying strength of our Self-Funding model is that revenue generated from enterprise parks are reinvested for the benefit of the entire 92 property State Park System. Major Parks that showed strong net revenues include the Flume (\$1.5 mil), Hampton Meter Program (\$1.2 mil), Hampton South Beach (\$.5 mil), Pawtuckaway (\$.4 mil), White Lake (\$.2 mil), and Wallis Sands (\$.2 mil). Further, other Parks that posted net earnings of approximately \$150k include Sunapee; Ellacoya; and Monadnock/Gilson Pond. Net Revenues generated from Parks concessions totaled \$.3 mil.

Hampton Meter Fund revenue totaled \$1.7 million which was a 10.5% increase over prior year attributable to increases in parking rates to by \$.25 to \$2.0 an hour effective April 1, 2012. Also, the season was extended starting with the Summer 2012 season to run from April 1 to Oct 31. Chapter 187 L'2012 (SB 324) capped the transfer to the Hampton Capital Improvement Fund at \$200,000 per year and the remaining unspent balance in the Meter Fund was transferred to Park fund (\$1.2 mil). SB 324 also amended 253:1,XII L'11 by reallocating the debt on \$500,000 from the general fund to the Hampton Meter Funds to repay the bonds associated with a capital appropriation for the Hampton Seawall repair. This allocation will reduce the future net revenues available for transfer to the Park Fund.

The Mount Washington fund balance decreased to \$.7 million at June 30, 2012. Beginning in fiscal year 2012, the State made the first of ten annual payments in the amount of \$212,358 to Dartmouth College for the purchase of land and building at the Mount Washington Summit. In addition, to more accurately record costs of operation, compensation related expenses for Mount Washington employees budgeted in the Park Fund were transferred to the Mount Washington Fund (\$224k).

### Capital Program

In the FY 2012 Capital Program, the major construction projects were concentrated on the Seacoast.

- The completion of the \$14.5 mil Hampton Beach Complex included an expenditure of \$2.3 mil.
- The ongoing Hampton Beach Seawall repair of \$1 mil resulted in completion of 17 - 30' sections of the Seawall from 12<sup>th</sup> to 13<sup>th</sup> Street.
- The contracting of the North Hampton Beach Bathhouse replacement utilizing funds totaled \$.7 mil utilizing funds from bonds (\$.45 mil); grant fund \$.18 mil; and Hampton Capital Improvement Funds (\$.07 mil).

Further, State Park Repairs and Roofing including the previous biennium carryover funds totaled \$.5 mil and included a variety of projects as reported on page 30. Deferred maintenance continues to be the most pressing issue facing the parks system and there is insufficient project management staff within the agency to oversee the execution of Departmental projects.

### The Future

The extraordinary places that comprise the state park system, favorable weather, dedicated staff, loyal visitors, plus the support of elected officials and our many partners will assure good years ahead for New Hampshire's State Park System as it continues to play an integral role in the economic vitality of our state and the quality of life for our citizens and visitors.



	A	B	C	D	E	F	G	H	I	J	K	L	M
1	STATE OF NEW HAMPSHIRE												
2	DRED - PARKS SUMMARY												
3	FISCAL YEAR 2012												
4	<b>Parks Fund</b>												
5													
6	<b>Description</b>	<b>Operations</b>	<b>Clearing</b>	<b>Admin</b>	<b>DD&amp;M</b>	<b>Comm</b>	<b>W.C./Unemp</b>	<b>Subtotal</b>	<b>Concessions</b>	<b>Total</b>			
7	Beg Bal	3720	3702	3701	3401	3400	8146/6161		3722				
8	<b>Additions</b>												
9	<b>Revenues</b>												
10	Camping		2,467,466					2,467,466		2,467,466			
11	Attendance		4,330,173					4,330,173		4,330,173			
12	Ski Revenue												
13	Meters		191,998					191,998		191,998			
14	Concessions / Ski Rental								1,614,603	1,614,603			
15	Other		15,865					15,865		15,865			
16	FEMA Transfer		204,257					204,257		204,257			
17	Leases		44,630					44,630		44,630			
18	Total Revenue		7,254,389					7,254,389	1,614,603	8,868,992			
19	Less Cost of Goods Sold								(823,963)	(823,963)			
20	Net Revenues		7,254,389					7,254,389	790,640	8,045,029			
21	<b>Parks Transfers</b>												
22	Parks Revenue Allocation	5,677,004	(7,587,200)	925,844	660,643	134,641	189,068						
23	Hampton Transfers		1,231,380					1,231,380		1,231,380			
24	Cannon Transfers to Parks (HB 2)												
25	Concessions Transfers		337,068					337,068	(337,068)				
26	Total Parks Transfers	5,677,004	(6,018,752)	925,844	660,643	134,641	189,068	1,568,448	(337,068)	1,231,380			
27	General Fund Share				177,438			177,438		177,438			
28	Total Additions	5,677,004	1,235,637	925,844	838,081	134,641	189,068	9,000,275	453,572	9,453,847			
29	<b>Decreases</b>												
30	<b>Expenditures</b>												
31	Full Time Salaries (010,011)	924,864		583,517	504,932	71,854		2,084,967		2,084,967			
32	Holiday / Overtime (018/019)	53,560						53,560	1,048	54,608			
33	Temporary Salaries (050)	2,116,406						2,116,406	288,904	2,405,310			
34	Full Time Temp Salaries (059)	143,797						143,797	29,100	172,897			
35	Benefits (060)	702,900		228,362	242,229	62,787		1,236,278	23,411	1,259,689			
36	Total Compensation	3,941,327		811,879	747,161	134,641		5,635,008	342,463	5,977,471			
37	Utilities (023)	290,236			6,000			296,236	17,918	314,154			
38	Maintenance (024,047,048,102,103)	418,290			42,965			461,255	40,507	501,762			
39	Equipment (030)	140,082			542			140,624	33,024	173,648			
40	Promotional (069)	77,317						77,317		77,317			
41	Addl Fringe Benefits (042)	90,367		42,298				132,665		132,665			
42	Workers Comp/Unemp						189,068	189,068		189,068			
43	OIT (027)	66,845		33,381	16,436			116,662		116,662			
44	Rents (022)	33,201		1,008	400			34,609	943	35,552			
45	Other	584,898		36,014	12,300			633,212	21,750	654,962			
46	Debt Service / Land Acquisition	34,759						34,759		34,759			
47	Total Expenditures	5,677,322		924,580	825,804	134,641	189,068	7,751,415	456,605	8,208,020			
48	Revenues & Additions over Expenditures	(318)	1,235,637	1,264	12,277			1,248,860	(3,033)	1,245,827			
49	Encumbrances	88,870		6,364	1,911			97,145	4,170	101,315			
50	End Bal	29,880	399,060	(154)	37,884			466,670	10,515	477,185			
51													
52	Beginning Balance includes roll forward of prior year encumbrances.												

	A	B	C	D	N	O	P	Q	R	S	T	U	V	W
1	<b>STATE OF NEW HAMPSHIRE</b>													
2	<b>DRED - PARKS SUMMARY</b>													
3	<b>FISCAL YEAR 2012</b>													
4	<b>Hampton Meters</b>				<b>Cannon</b>					<b>Mt Wash</b>				
5	<b>Operations</b>		<b>Cap Imp</b>	<b>Total</b>	<b>Operations</b>	<b>School &amp; Rent</b>	<b>Subtotal</b>	<b>Capital</b>	<b>Total</b>	<b>Operations</b>	<b>Grand Total</b>			
6	<b>7300</b>		<b>7301</b>	<b>Total</b>	<b>3703</b>	<b>3704</b>	<b>Subtotal</b>	<b>3705</b>	<b>Total</b>	<b>3742</b>				
7	<b>Description</b>													
7	<b>Beg Bal</b>													
8	<b>Additions</b>													
9	<b>Revenues</b>													
10	Camping													
11	Attendance													
12	Ski Revenue													
13	Meters													
14	Concessions / Ski Rental													
15	Other													
16	FEMA Transfer													
17	Leases													
18	Total Revenue													
19	Less Cost of Goods Sold													
20	Net Revenues													
21	<b>Parks Transfers</b>													
22	Parks Revenue Allocation													
23	Hampton Transfers													
24	Cannon Transfers to Parks (HB 2)													
25	Concessions Transfers													
26	Total Parks Transfers													
27	General Fund Share													
28	Total Additions													
29	<b>Decreases</b>													
30	<b>Expenditures</b>													
31	Full Time Salaries (010.011)													
32	Holiday / Overtime (018/019)													
33	Temporary Salaries (050)													
34	Full Time Temp Salaries (059)													
35	Benefits (060)													
36	Total Compensation													
37	Utilities (023)													
38	Maintenance (024,047,048,102,103)													
39	Equipment (030)													
40	Promotional (069)													
41	Addl Fringe Benefits (042)													
42	Workers Comp/Unemp													
43	OIT (027)													
44	Rents (022)													
45	Other													
46	Debt Service / Land Acquisition													
47	Total Expenditures													
48	Revenues & Additions over Expenditures													
49	Encumbrances													
50	End Bal													

	A	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
1	<b>STATE OF NEW HAMPSHIRE</b>															
2	<b>PROFIT AND LOSS SUMMARY BY PARK</b>															
3	<b>FISCAL YEAR 2012</b>															
4		<b>C+D+E</b>			<b>F-G</b>		<b>I-J</b>			<b>K-L</b>		<b>F+K</b>		<b>G+L</b>		<b>N-O or H+M</b>
6		<b>Operations</b>					<b>Concessions</b>					<b>Grand Total</b>				
7		<b>Revenues</b>				<b>Expenses</b>	<b>Net</b>	<b>Concession Sales</b>			<b>Expenses</b>	<b>Net</b>	<b>Revenue</b>	<b>Expenses</b>	<b>Net</b>	
8	<b>PARK FUND</b>	<b>Camping</b>	<b>Day Use</b>	<b>Other</b>	<b>Total</b>	<b>Expenses</b>	<b>Net</b>	<b>Sales</b>	<b>COGS</b>	<b>Net</b>	<b>Expenses</b>	<b>Net</b>	<b>Revenue</b>	<b>Expenses</b>	<b>Net</b>	
9	<b>Large Parks</b>															
10	Pawtuckaway	494,568	221,121		715,689	(378,343)	337,346	210,382	(100,355)	110,027	(40,478)	69,549	825,716	(418,821)	406,895	
11	White Lake	302,991	73,713		376,704	(229,336)	147,368	124,123	(59,226)	64,897	(29,253)	35,644	441,601	(258,589)	183,012	
12	Sunapee	16,433	148,566	24,530	189,529	(86,596)	102,933	84,732	(23,509)	61,223	(22,389)	38,834	250,752	(108,985)	141,767	
13	Ellacoya	117,839	127,015		244,854	(112,897)	131,957	33,598	(15,379)	18,219	(8,800)	9,419	263,073	(121,697)	141,376	
14	Umbagog	162,972	28,425		191,397	(121,672)	69,725	50,327	(35,239)	15,088	(15,996)	(908)	206,485	(137,668)	68,817	
15	Bear Brook	146,077	64,708		210,785	(139,430)	71,355	74,665	(35,690)	38,975	(55,458)	(16,483)	249,760	(194,888)	54,872	
16	Monadnock/Gilson Pond	82,217	380,409	(28,649)	433,977	(298,789)	135,188	93,070	(53,422)	39,648	(25,685)	13,963	473,625	(324,474)	149,151	
17	Wellington	9,260	148,886		158,146	(83,589)	74,557	22,459	(11,692)	10,767	(8,332)	2,435	168,913	(91,921)	76,992	
18	Greenfield	199,353	29,742		229,095	(217,244)	11,851	52,370	(21,525)	30,845	(17,352)	13,493	259,940	(234,596)	25,344	
19	Miller		42,236	7,600	49,836	(20,900)	28,936	140		140		140	49,976	(20,900)	29,076	
20	Crawford Notch	85,317	9,805		95,122	(95,384)	(262)	116,966	(66,000)	50,966	(34,877)	16,089	146,088	(130,261)	15,827	
21	Lake Francis	79,848	3,202		83,050	(83,402)	(352)	17,535	(11,023)	6,512	(4,675)	1,837	89,562	(88,077)	1,485	
22	Moose Brook	85,421	1,286		86,707	(65,530)	21,177	12,664	(4,930)	7,734	(2,524)	5,210	94,441	(68,054)	26,387	
23	Silver Lake		48,373		48,373	(56,578)	(8,205)	7,746	(5,216)	2,530	(6,156)	(3,626)	50,903	(62,734)	(11,831)	
24	Echo Lake		86,183		86,183	(50,530)	35,653	400	(517)	(117)	(194)	(311)	86,066	(50,724)	35,342	
25	Pillsbury	60,318	5,606		65,924	(57,887)	8,037	15,660	(7,556)	8,104	(3,948)	4,156	74,028	(61,835)	12,193	
26	Kingston		57,186		57,186	(31,932)	25,254			-	(674)	(674)	57,186	(32,606)	24,580	
27	Winslow		37,133		37,133	(17,075)	20,058			-		-	37,133	(17,075)	20,058	
28	Rollins		37,009		37,009	(35,367)	1,642		(276)	(276)	(842)	(1,118)	36,733	(36,209)	524	
29	Mollidgewock	44,484	413		44,897	(37,229)	7,668	4,936	(2,144)	2,792	(4)	2,788	47,689	(37,233)	10,456	
30	Wentworth		21,670		21,670	(26,135)	(4,465)			-	(225)	(225)	21,670	(26,360)	(4,690)	
31	Coleman	18,993	3,535	9,276	31,804	(36,647)	(4,843)	2,272	(1,459)	813	(43)	770	32,617	(36,690)	(4,073)	
32	Mt Washington				-	(3,948)	(3,948)		(2,175)	(2,175)	(130)	(2,305)	(2,175)	(4,078)	(6,253)	
33	Jericho		50		50	(13,956)	(13,906)			-		-	50	(13,956)	(13,906)	
34	Pisgah				-	(77,566)	(77,566)			-		-	-	(77,566)	(77,566)	
35	<b>Total Large Parks</b>	<b>1,906,091</b>	<b>1,576,272</b>	<b>12,757</b>	<b>3,495,120</b>	<b>(2,377,962)</b>	<b>1,117,158</b>	<b>924,045</b>	<b>(457,333)</b>	<b>466,712</b>	<b>(278,035)</b>	<b>188,677</b>	<b>3,961,832</b>	<b>(2,655,997)</b>	<b>1,305,835</b>	
36	<b>Small Parks</b>															
37	Deer Mt	12,710	231		12,941	(9,058)	3,883	853	(403)	450		450	13,391	(9,058)	4,333	
38	Milan Hill	15,348	786		16,134	(10,424)	5,710	661	(347)	314		314	16,448	(10,424)	6,024	
39	Clough		23,123		23,123	(24,874)	(1,751)			-		-	23,123	(24,874)	(1,751)	
40	Wadleigh		2,680		2,680	(2,313)	367			-		-	2,680	(2,313)	367	
41	Chesterfield				-		-			-		-	-		-	
42	Mt Cardigan				-		-			-		-	-		-	
43	Beaver Brook				-	(347)	(347)			-		-	-	(347)	(347)	
44	Dixville				-	(414)	(414)			-		-	-	(414)	(414)	
45	Forest Lake				-	(3,978)	(3,978)			-		-	-	(3,978)	(3,978)	
46	Ahern			100	100	(10,913)	(10,813)			-		-	100	(10,913)	(10,813)	
47	Lake Tarleton				-	(3,214)	(3,214)			-		-	-	(3,214)	(3,214)	
48	Northwood Meadows				-	(630)	(630)			-		-	-	(630)	(630)	
49	<b>Total Small Parks</b>	<b>28,058</b>	<b>26,820</b>	<b>100</b>	<b>54,978</b>	<b>(66,165)</b>	<b>(11,187)</b>	<b>1,514</b>	<b>(750)</b>	<b>764</b>	<b>-</b>	<b>764</b>	<b>55,742</b>	<b>(66,165)</b>	<b>(10,423)</b>	

	A	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	STATE OF NEW HAMPSHIRE														
2	PROFIT AND LOSS SUMMARY BY PARK														
3	FISCAL YEAR 2012														
4		C+D+E			F-G			I-J			K-L		F+K	G+L	N-O or H+M
6		Operations					Concesssions					Grand Total			
7		Revenues				Expenses	Net	Concession Sales			Expenses	Net	Revenue	Expenses	Net
8	PARK FUND	Camping	Day Use	Other	Total	Expenses	Net	Sales	COGS	Net	Expenses	Net	Revenue	Expenses	Net
50	Franconia State Park														
51	Flume		1,820,046	1,760	1,821,806	(481,544)	1,340,262	394,142	(210,062)	184,080	(57,581)	126,499	2,005,886	(539,125)	1,466,761
52	Lafayette	271,484	50		271,534	(107,625)	163,909	93,257	(57,181)	36,076	(17,932)	18,144	307,610	(125,557)	182,053
53	Franconia Notch		602	10,556	11,158	(69,052)	(57,894)	(94)	(131)	(225)		(225)	10,933	(69,052)	(58,119)
54	Total Franconia SP	271,484	1,820,698	12,316	2,104,498	(658,221)	1,446,277	487,305	(267,374)	219,931	(75,513)	144,418	2,324,429	(733,734)	1,590,695
55	Administration														
56	Misc	100		231,473	231,573	(402,085)	(170,512)	5,315	(6,459)	(1,144)	(37,707)	(38,851)	230,429	(439,792)	(209,363)
57	Supply Depot				-	(890,496)	(890,496)			-		-	-	(890,496)	(890,496)
58	Admin & Reservations				-	(924,580)	(924,580)			-		-	-	(924,580)	(924,580)
59	Business Office				-	(134,641)	(134,641)			-		-	-	(134,641)	(134,641)
60	WC/UNEMP				-	(189,068)	(189,068)			-		-	-	(189,068)	(189,068)
61	Total Administration	100	-	231,473	231,573	(2,540,870)	(2,309,297)	5,315	(6,459)	(1,144)	(37,707)	(38,851)	230,429	(2,578,577)	(2,348,148)
62	Regional														
63	Central			3,750	3,750	(320,318)	(316,568)			-		-	3,750	(320,318)	(316,568)
64	Great North Woods				-	(252,262)	(252,262)			-		-	-	(252,262)	(252,262)
65	South				-	(229,909)	(229,909)			-		-	-	(229,909)	(229,909)
66	Total Regional	-	-	3,750	3,750	(802,489)	(798,739)	-	-	-	-	-	3,750	(802,489)	(798,739)
67	Seacoast														
68	Hampton Beach RV	261,733	485,174		746,907	(289,727)	457,180	70,526	(33,768)	36,758	(21,791)	14,967	783,665	(311,518)	472,147
69	Wallis Sands		300,721		300,721	(123,477)	177,244	113,370	(45,528)	67,842	(34,718)	33,124	368,563	(158,195)	210,368
70	Odiorne Pt State Park		77,567		77,567	(113,855)	(36,288)			-	(171)	(171)	77,567	(114,026)	(36,459)
71	Rye Harbor State Park		20,645		20,645	(3,825)	16,820			-		-	20,645	(3,825)	16,820
72	Seashell Complex		21,908		21,908	(340,504)	(318,596)	12,528	(12,751)	(223)	(8,670)	(8,893)	21,685	(349,174)	(327,489)
73	Hampton Beach Mnt				-	(54,750)	(54,750)			-		-	-	(54,750)	(54,750)
74	Hampton Lifeguard			704	704	(245,878)	(245,174)			-		-	704	(245,878)	(245,174)
75	Seacoast Science Center				-	(11,867)	(11,867)			-		-	-	(11,867)	(11,867)
76	North Hampton			81,880	81,880	(7,278)	74,602			-		-	81,880	(7,278)	74,602
77	Seacoast Mnt			3,652	3,652	(69,369)	(65,717)			-		-	3,652	(69,369)	(65,717)
78	Hampton Meters				-	(45)	(45)			-		-	-	(45)	(45)
79	Jenness			110,118	110,118	(23,949)	86,169			-		-	110,118	(23,949)	86,169
80	Total Seacoast	261,733	906,015	196,354	1,364,102	(1,284,524)	79,578	196,424	(92,047)	104,377	(65,350)	39,027	1,468,479	(1,349,874)	118,605
81	Historic Sites														
82	Frost Farm				-	(1,321)	(1,321)			-		-	-	(1,321)	(1,321)
83	Weeks		(30)		(30)	(2,213)	(2,243)			-		-	(30)	(2,213)	(2,243)
84	Wentworth Coolidge				-	(16,984)	(16,984)			-		-	-	(16,984)	(16,984)
85	Rhodendron		398		398	(13)	385			-		-	398	(13)	385
86	Bear Brook Museum				-	(128)	(128)			-		-	-	(128)	(128)
87	Hannah Dustin				-	-	-			-		-	-	-	-
88	Ft Stark				-	(184)	(184)			-		-	-	(184)	(184)
89	Webster				-	(341)	(341)			-		-	-	(341)	(341)
90	Total Historic	-	368	-	368	(21,184)	(20,816)	-	-	-	-	-	368	(21,184)	(20,816)

	A	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	STATE OF NEW HAMPSHIRE														
2	PROFIT AND LOSS SUMMARY BY PARK														
3	FISCAL YEAR 2012														
4		C+D+E			F-G		I-J			K-L		F+K	G+L		N-O or H+M
6		Operations					Concessions					Grand Total			
7		Revenues				Expenses	Net	Concession Sales			Expenses	Net	Revenue	Expenses	Net
8		Camping	Day Use	Other	Total			Sales	COGS	Net					
91	Parks Fund Grand Total	2,467,466	4,330,173	456,750	7,254,389	(7,751,415)	(497,026)	1,614,603	(823,983)	790,640	(456,605)	334,035	8,045,029	(8,208,020)	(162,991)
92	Other Funds														
93	Hampton Meters			1,701,701	1,701,701	(671,374)	1,030,327			-		-	1,701,701	(671,374)	1,030,327
94	Cannon Operating			4,824,431	4,824,431	(5,244,925)	(420,494)	1,307,485	(415,074)	892,411	(765,508)	126,903	5,716,842	(6,010,433)	(293,591)
95	Cannon Capital			620,815	620,815	(612,705)	8,110			-		-	620,815	(612,705)	8,110
96	Mount Washington			655,582	655,582	(1,153,949)	(498,367)	857,514	(432,995)	424,519		424,519	1,080,101	(1,153,949)	(73,848)
97	General Fund Transfer			177,438	177,438		177,438			-		-	177,438		177,438
98	Total Other Funds	-	-	7,979,967	7,979,967	(7,682,953)	297,014	2,164,999	(848,069)	1,316,930	(765,508)	551,422	9,296,897	(8,448,461)	848,436
99	Grand Total - All Funds	2,467,466	4,330,173	8,436,717	15,234,356	(15,434,368)	(200,012)	3,779,602	(1,672,032)	2,107,570	(1,222,113)	885,457	17,341,926	(16,656,481)	685,445

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	PAWTUCKAWAY (61)			WHITE LAKE (97)			SUNAPEE BCH/CAMP (75&76)			ELLACOYA (21)		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>												
<b>Operating Revenue</b>												
Attendance	221,121		221,121	73,713		73,713	148,566		148,566	127,015		127,015
Camping	494,568		494,568	302,991		302,991	16,433		16,433	117,839		117,839
Leases			-			-	24,530		24,530			-
Bus Pass Program			-			-			-			-
Plate Fund			-			-			-			-
Other			-		(132)	(132)		(4,553)	(4,553)		(135)	(135)
<b>Transfer</b>												
Other			-			-			-			-
<b>Retail</b>												
Sales		210,382	210,382		124,255	124,255		89,285	89,285		33,733	33,733
Less Purchases (Key as neg)		(100,355)	(100,355)		(59,226)	(59,226)		(23,509)	(23,509)		(15,379)	(15,379)
<b>Total Net Revenue</b>	<b>715,689</b>	<b>110,027</b>	<b>825,716</b>	<b>376,704</b>	<b>64,897</b>	<b>441,601</b>	<b>189,529</b>	<b>61,223</b>	<b>250,752</b>	<b>244,854</b>	<b>18,219</b>	<b>263,073</b>
<b>Expenditures</b>												
<b>Compensation</b>												
Full Time Salaries (010)	47,347		47,347	43,632		43,632			-			-
Part Time Temp Salaries (050)	177,205	33,494	210,699	106,625	24,690	131,315	60,495	18,887	79,382	71,967	7,572	79,539
Full Time Temp Salaries (059)			-			-			-			-
Other Salaries (018, 019)	5,160	118	5,278	1,780		1,780	1,075		1,075	2,018		2,018
Benefits (060)	45,617	2,572	48,189	29,569	1,889	31,458	4,710	1,445	6,155	5,659	580	6,239
<b>Total Compensation</b>	<b>275,329</b>	<b>36,184</b>	<b>311,513</b>	<b>181,606</b>	<b>26,579</b>	<b>208,185</b>	<b>66,280</b>	<b>20,332</b>	<b>86,612</b>	<b>79,644</b>	<b>8,152</b>	<b>87,796</b>
<b>Other Operating Expenses</b>												
Current Expenses (020)	40,433	387	40,820	28,019	370	28,389	11,587	510	12,097	14,718	98	14,816
Rents & Leases (022)	423		423	470		470	8		8			-
Utilities (023)	9,685	2,813	12,498	7,977	982	8,959	1,180	999	2,179	9,877	517	10,394
Equipment (030)	24,236	169	24,405		875	875		376	376			-
Maintenance (024, 047, 048)	4,539	627	5,166	3,072	57	3,129	4,362	172	4,534	2,655	33	2,688
Telecommunications (039)	526	32	558	1,207	170	1,377	296		296	826		826
Travel (070, 080)	113	29	142		75	75			-			-
Trash Removal/Septic/Toilets/Police (020, 103)	23,059	237	23,296	6,985	145	7,130	2,883		2,883	5,177		5,177
Bonds & Interest (044)			-			-			-			-
Other Operating Expenses (027, 042,			-			-			-			-
<b>Total Expenditures</b>	<b>378,343</b>	<b>40,478</b>	<b>418,821</b>	<b>229,336</b>	<b>29,253</b>	<b>258,589</b>	<b>86,596</b>	<b>22,389</b>	<b>108,985</b>	<b>112,897</b>	<b>8,800</b>	<b>121,697</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>337,346</b>	<b>69,549</b>	<b>406,895</b>	<b>147,368</b>	<b>35,644</b>	<b>183,012</b>	<b>102,933</b>	<b>38,834</b>	<b>141,767</b>	<b>131,957</b>	<b>9,419</b>	<b>141,376</b>

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	UMBAGOG (82)			BEAR BROOK (03)			MONADNOCK/GILSON POND (51, 54, 62)			WELLINGTON (91)		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>												
<b>Operating Revenue</b>												
Attendance	28,425		28,425	64,708		64,708	380,409		380,409	148,886		148,886
Camping	162,972		162,972	146,077		146,077	82,217		82,217	9,260		9,260
Leases			-			-			-			-
Bus Pass Program			-			-			-			-
Plate Fund			-			-			-			-
Other		(1,837)	(1,837)		(63)	(63)	(28,649)	(63)	(28,712)			-
<b>Transfer</b>												
Other			-			-			-			-
<b>Retail</b>												
Sales		52,164	52,164		74,728	74,728		93,133	93,133		22,459	22,459
Less Purchases (Key as neg)		(35,239)	(35,239)		(35,690)	(35,690)		(53,422)	(53,422)		(11,692)	(11,692)
<b>Total Net Revenue</b>	<b>191,397</b>	<b>15,088</b>	<b>206,485</b>	<b>210,785</b>	<b>38,975</b>	<b>249,760</b>	<b>433,977</b>	<b>39,648</b>	<b>473,625</b>	<b>158,146</b>	<b>10,767</b>	<b>168,913</b>
<b>Expenditures</b>												
<b>Compensation</b>												
Full Time Salaries (010)			-	38,621		38,621	74,412		74,412			-
Part Time Temp Salaries (050)	43,646	12,500	56,146	49,547	17,647	67,194	135,986	20,635	156,621	62,783	6,725	69,508
Full Time Temp Salaries (059)	26,117		26,117			-			-			-
Other Salaries (018, 019)	1,393		1,393	1,948		1,948	2,518		2,518	1,770		1,770
Benefits (060)	8,241	956	9,197	17,801	1,350	19,151	51,401	1,579	52,980	4,939	514	5,453
<b>Total Compensation</b>	<b>79,397</b>	<b>13,456</b>	<b>92,853</b>	<b>107,917</b>	<b>18,997</b>	<b>126,914</b>	<b>264,317</b>	<b>22,214</b>	<b>286,531</b>	<b>69,492</b>	<b>7,240</b>	<b>76,732</b>
<b>Other Operating Expenses</b>												
Current Expenses (020)	16,387	602	16,989	16,141	754	16,895	20,576	574	21,150	3,713	568	4,281
Rents & Leases (022)			-		262	262	117		117			-
Utilities (023)	5,217	284	5,501	7,786	1,086	8,873	6,208	602	6,810	1,909		1,909
Equipment (030)			-	100	3,169	3,269	175	1,395	1,570			-
Maintenance (024, 047, 048)	11,226	257	11,483	2,940	29,053	31,993	2,215	124	2,339	694		694
Telecommunications (039)	338	226	564	765	221	987	933	149	1,082	645	349	994
Travel (070, 080)			-		38	38			-			-
Trash Removal/Septic/Toilets/Police (020, 103)	7,817	1,171	8,988	3,780	1,878	5,658	4,248	627	4,875	7,136	175	7,311
Bonds & Interest (044)			-			-			-			-
Other Operating Expenses (027, 042,	1,290		1,290			-			-			-
<b>Total Expenditures</b>	<b>121,672</b>	<b>15,996</b>	<b>137,668</b>	<b>139,430</b>	<b>55,458</b>	<b>194,888</b>	<b>298,789</b>	<b>25,685</b>	<b>324,474</b>	<b>83,589</b>	<b>8,332</b>	<b>91,921</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>69,725</b>	<b>(908)</b>	<b>68,817</b>	<b>71,355</b>	<b>(16,483)</b>	<b>54,872</b>	<b>135,188</b>	<b>13,963</b>	<b>149,151</b>	<b>74,557</b>	<b>2,435</b>	<b>76,992</b>

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	GREENFIELD (27)			MILLER (48)			CRAWFORD NOTCH (15)			LAKE FRANCIS (45)		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>												
<b>Operating Revenue</b>												
Attendance	29,742		29,742	42,236		42,236	9,805		9,805	3,202		3,202
Camping	199,353		199,353			-	85,317		85,317	79,848		79,848
Leases			-	7,600		7,600			-			-
Bus Pass Program			-			-			-			-
Plate Fund			-			-			-			-
Other		(70)	(70)			-			-	(162)		(162)
<b>Transfer</b>												
Other			-			-			-			-
<b>Retail</b>												
Sales		52,440	52,440		140	140		116,966	116,966		17,697	17,697
Less Purchases (Key as neg)		(21,525)	(21,525)			-		(66,000)	(66,000)		(11,023)	(11,023)
<b>Total Net Revenue</b>	<b>229,095</b>	<b>30,845</b>	<b>259,940</b>	<b>49,836</b>	<b>140</b>	<b>49,976</b>	<b>95,122</b>	<b>50,966</b>	<b>146,088</b>	<b>83,050</b>	<b>6,512</b>	<b>89,562</b>
<b>Expenditures</b>												
<b>Compensation</b>												
Full Time Salaries (010)	44,232		44,232			-			-			-
Part Time Temp Salaries (050)	97,667	11,556	109,223	14,384		14,384	37,154	28,728	65,882	51,263	3,500	54,763
Full Time Temp Salaries (059)			-			-	23,251		23,251			-
Other Salaries (018, 019)	2,685		2,685	268		268	971		971	644		644
Benefits (060)	22,682	884	23,566	1,121		1,121	7,140	2,198	9,338	3,971	268	4,239
<b>Total Compensation</b>	<b>167,266</b>	<b>12,440</b>	<b>179,706</b>	<b>15,773</b>	<b>-</b>	<b>15,773</b>	<b>68,516</b>	<b>30,926</b>	<b>99,442</b>	<b>55,878</b>	<b>3,768</b>	<b>59,646</b>
<b>Other Operating Expenses</b>												
Current Expenses (020)	21,358	1,051	22,409	910		910	13,481	792	14,273	10,104	243	10,347
Rents & Leases (022)	363		363			-	400		400			-
Utilities (023)	10,045	1,013	11,058	635		635	6,001	1,141	7,142	6,300	414	6,714
Equipment (030)		2,550	2,550			-			-	220		220
Maintenance (024, 047, 048)	6,632	23	6,655			-	2,223	477	2,700	994		994
Telecommunications (039)	250	15	265	95		95	941	4	945	924	64	988
Travel (070, 080)			-			-			-			-
Trash Removal/Septic/Toilets/Police (020, 103)	11,330	260	11,590	3,487		3,487	3,822	1,537	5,359	7,232	186	7,418
Bonds & Interest (044)			-			-			-			-
Other Operating Expenses (027, 042,			-			-			-	1,750		1,750
<b>Total Expenditures</b>	<b>217,244</b>	<b>17,352</b>	<b>234,596</b>	<b>20,900</b>	<b>-</b>	<b>20,900</b>	<b>95,384</b>	<b>34,877</b>	<b>130,261</b>	<b>83,402</b>	<b>4,675</b>	<b>88,077</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>11,851</b>	<b>13,493</b>	<b>25,344</b>	<b>28,936</b>	<b>140</b>	<b>29,076</b>	<b>(262)</b>	<b>16,089</b>	<b>15,827</b>	<b>(352)</b>	<b>1,837</b>	<b>1,485</b>



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	MOOSE BROOK (53)			SILVER LAKE (77)			ECHO LAKE (19)			PILLSBURY (65)		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>												
<b>Operating Revenue</b>												
Attendance	1,286		1,286	48,373		48,373	86,183		86,183	5,606		5,606
Camping	85,421		85,421			-			-	60,318		60,318
Leases			-			-			-			-
Bus Pass Program			-			-			-			-
Plate Fund			-			-			-			-
Other			-			-			-			-
<b>Transfer</b>												
Other			-			-			-			-
<b>Retail</b>												
Sales		12,664	12,664		7,746	7,746		400	400		15,660	15,660
Less Purchases (Key as neg)		(4,930)	(4,930)		(5,216)	(5,216)		(517)	(517)		(7,556)	(7,556)
<b>Total Net Revenue</b>	<b>86,707</b>	<b>7,734</b>	<b>94,441</b>	<b>48,373</b>	<b>2,530</b>	<b>50,903</b>	<b>86,183</b>	<b>(117)</b>	<b>86,066</b>	<b>65,924</b>	<b>8,104</b>	<b>74,028</b>
<b>Expenditures</b>												
<b>Compensation</b>												
Full Time Salaries (010)			-			-			-			-
Part Time Temp Salaries (050)	37,949	2,000	39,949	37,615	5,000	42,615	37,494		37,494	44,921	3,647	48,568
Full Time Temp Salaries (059)			-			-			-			-
Other Salaries (018, 019)	639		639	1,394		1,394	838		838	983		983
Benefits (060)	2,952	153	3,105	2,914	383	3,297	2,933		2,933	3,511	280	3,791
<b>Total Compensation</b>	<b>41,540</b>	<b>2,153</b>	<b>43,693</b>	<b>41,923</b>	<b>5,383</b>	<b>47,306</b>	<b>41,265</b>	<b>-</b>	<b>41,265</b>	<b>49,415</b>	<b>3,927</b>	<b>53,342</b>
<b>Other Operating Expenses</b>												
Current Expenses (020)	7,269		7,269	5,587		5,587	5,821	194	6,015	4,746		4,746
Rents & Leases (022)			-			-			-			-
Utilities (023)	7,154	371	7,525	826	523	1,349	730		730	59		59
Equipment (030)			-	499	200	699	499		499			-
Maintenance (024, 047, 048)	5,500		5,500	2,532		2,532	778		778	944		944
Telecommunications (039)	330		330	223		223	100		100	73		73
Travel (070, 080)			-			-			-			-
Trash Removal/Septic/Toilets/Police (020, 103)	3,737		3,737	4,987	50	5,037	1,337		1,337	2,650	21	2,671
Bonds & Interest (044)			-			-			-			-
Other Operating Expenses (027, 042,			-			-			-			-
<b>Total Expenditures</b>	<b>65,530</b>	<b>2,524</b>	<b>68,054</b>	<b>56,578</b>	<b>6,156</b>	<b>62,734</b>	<b>50,530</b>	<b>194</b>	<b>50,724</b>	<b>57,887</b>	<b>3,948</b>	<b>61,835</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>21,177</b>	<b>5,210</b>	<b>26,387</b>	<b>(8,205)</b>	<b>(3,626)</b>	<b>(11,831)</b>	<b>35,653</b>	<b>(311)</b>	<b>35,342</b>	<b>8,037</b>	<b>4,156</b>	<b>12,193</b>

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	KINGSTON (43)			WINSLOW (99)			ROLLINS STATE PARK (71)			MOLLIDGEWOCK (50)		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>												
<b>Operating Revenue</b>												
Attendance	57,186		57,186	37,133		37,133	37,009		37,009	413		413
Camping			-			-			-	44,484		44,484
Leases			-			-			-			-
Bus Pass Program			-			-			-			-
Plate Fund			-			-			-			-
Other			-			-			-			-
<b>Transfer</b>												
Other			-			-			-			-
<b>Retail</b>												
Sales			-			-			-		4,936	4,936
Less Purchases (Key as neg)			-			-			(276)	(276)	(2,144)	(2,144)
<b>Total Net Revenue</b>	57,186	-	57,186	37,133	-	37,133	37,009	(276)	36,733	44,897	2,792	47,689
<b>Expenditures</b>												
<b>Compensation</b>												
Full Time Salaries (010)			-			-			-			-
Part Time Temp Salaries (050)	20,671		20,671	12,663		12,663	27,087		27,087	25,700		25,700
Full Time Temp Salaries (059)			-			-			-			-
Other Salaries (018, 019)	807		807	118		118	292		292	487		487
Benefits (060)	1,643		1,643	978		978	2,094		2,094	2,003		2,003
<b>Total Compensation</b>	23,121	-	23,121	13,759	-	13,759	29,473	-	29,473	28,190	-	28,190
<b>Other Operating Expenses</b>												
Current Expenses (020)	3,288	635	3,923	668		668	3,660	785	4,445	4,030		4,030
Rents & Leases (022)			-			-			-			-
Utilities (023)	612		612	626		626	870		870	565		565
Equipment (030)			-	499		499			-			-
Maintenance (024, 047, 048)	985		985	72		72	(10)	57	47	593		593
Telecommunications (039)	125		125	37		37	103		103	305	4	309
Travel (070, 080)			-			-			-			-
Trash Removal/Septic/Toilets/Police (020, 103)	3,801	39	3,840	1,414		1,414	1,272		1,272	3,146		3,146
Bonds & Interest (044)			-			-			-			-
Other Operating Expenses (027, 042,			-			-			-	400		400
<b>Total Expenditures</b>	31,932	674	32,606	17,075	-	17,075	35,367	842	36,209	37,229	4	37,233
<b>Total Revenues Over(Under)Expenditures</b>	<b>25,254</b>	<b>(674)</b>	<b>24,580</b>	<b>20,058</b>	<b>-</b>	<b>20,058</b>	<b>1,642</b>	<b>(1,118)</b>	<b>524</b>	<b>7,668</b>	<b>2,788</b>	<b>10,456</b>

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PARK FUND - LARGE PARKS

3/22/2013

	WENTWORTH STATE PARK (93)			COLEMAN (11)			MT WASHINGTON (52)			JERICHO (36)		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>												
<b>Operating Revenue</b>												
Attendance	21,670		21,670	3,535		3,535			-	50		50
Camping			-	18,993		18,993			-			-
Leases			-	2,500		2,500			-			-
Bus Pass Program			-			-			-			-
Plate Fund			-			-			-			-
Other			-	6,776		6,776			-			-
<b>Transfer</b>												
Other			-			-			-			-
<b>Retail</b>												
Sales			-		2,272	2,272			-			-
Less Purchases (Key as neg)			-		(1,459)	(1,459)		(2,175)	(2,175)			-
<b>Total Net Revenue</b>	21,670	-	21,670	31,804	813	32,617	-	(2,175)	(2,175)	50		50
<b>Expenditures</b>												
<b>Compensation</b>												
Full Time Salaries (010)			-				(49)		(49)			-
Part Time Temp Salaries (050)	19,716		19,716	20,185		20,185				10,638		10,638
Full Time Temp Salaries (059)			-			-			-			-
Other Salaries (018, 019)	1,052		1,052									
Benefits (060)	1,589		1,589	1,544		1,544	6		6	814		814
<b>Total Compensation</b>	22,357	-	22,357	21,729	-	21,729	(43)	-	(43)	11,452	-	11,452
<b>Other Operating Expenses</b>												
Current Expenses (020)	1,833	225	2,058	3,769	35	3,804	437	130	567	615		615
Rents & Leases (022)			-			-			-			-
Utilities (023)	102		102	3,478		3,478	3,549		3,549	304		304
Equipment (030)			-	550		550			-			-
Maintenance (024, 047, 048)	437		437	755		755			-	477		477
Telecommunications (039)	59		59	212	8	220			-			-
Travel (070, 080)			-			-			-			-
Trash Removal/Septic/Toilets/Police (020, 103)	1,347		1,347	6,154		6,154	5		5	1,108		1,108
Bonds & Interest (044)			-			-			-			-
Other Operating Expenses (027, 042,			-			-			-			-
<b>Total Expenditures</b>	26,135	225	26,360	36,647	43	36,690	3,948	130	4,078	13,956	-	13,956
<b>Total Revenues Over(Under)Expenditures</b>	(4,465)	(225)	(4,690)	(4,843)	770	(4,073)	(3,948)	(2,305)	(6,253)	(13,906)	-	(13,906)

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS - FY 2012  
PARK FUND - LARGE PARKS

3/22/2013

	PISGAH (67)			SUMMARY		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>						
<b>Operating Revenue</b>						
Attendance			-	1,576,272		1,576,272
Camping			-	1,906,091	-	1,906,091
Leases			-	34,630	-	34,630
Bus Pass Program			-	-	-	-
Plate Fund			-	-	-	-
Other			-	(21,873)	(7,015)	(28,888)
<b>Transfer</b>						
Other			-	-	-	-
<b>Retail</b>						
Sales			-	-	931,059	931,059
Less Purchases (Key as neg)			-	-	(457,332)	(457,332)
<b>Total Net Revenue</b>	-		-	3,495,119	466,712	3,961,832
<b>Expenditures</b>						
<b>Compensation</b>						
Full Time Salaries (010)	42,826		42,826	291,021	-	291,021
Part Time Temp Salaries (050)			-	1,203,361	196,582	1,399,943
Full Time Temp Salaries (059)			-	49,368	-	49,368
Other Salaries (018, 019)	119		119	28,959	118	29,077
Benefits (060)	29,530		29,530	255,361	15,051	270,412
<b>Total Compensation</b>	72,475	-	72,475	1,828,070	211,750	2,039,821
<b>Other Operating Expenses</b>						
Current Expenses (020)	1,586		1,586	240,736	7,953	248,689
Rents & Leases (022)			-	1,781	262	2,043
Utilities (023)	3,048		3,048	94,744	10,745	105,489
Equipment (030)			-	26,778	8,734	35,511
Maintenance (024, 047, 048)			-	54,615	30,880	85,495
Telecommunications (039)	40		40	9,354	1,243	10,596
Travel (070, 080)			-	113	142	255
Trash Removal/Septic/Toilets/Police (020, 103)	417		417	118,331	6,326	124,657
Bonds & Interest (044)			-	-	-	-
Other Operating Expenses (027, 042,			-	3,440	-	3,440
<b>Total Expenditures</b>	77,566	-	77,566	2,377,962	278,035	2,655,997
<b>Total Revenues Over(Under)Expenditures</b>	(77,566)	-	(77,566)	1,117,158	188,677	1,305,835

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS - FY 2012  
PARK FUND - SMALL PARKS

3/22/2013

	DEER MTN (16)			MILAN HILL (47)			CLOUGH (09)			WADLEIGH (83)		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>												
<b>Operating Revenue</b>												
Attendance	231		231	786		786	23,123		23,123	2,680		2,680
Camping	12,710		12,710	15,348		15,348			-			-
Leases			-			-			-			-
Bus Pass Program			-			-			-			-
Plate Fund			-			-			-			-
Other			-			-			-			-
<b>Transfer</b>												
Other			-			-			-			-
<b>Retail</b>												
Sales		853	853		661	661			-			-
Less Purchases (Key as neg)		(403)	(403)		(347)	(347)			-			-
<b>Total Net Revenue</b>	12,941	450	13,391	16,134	314	16,448	23,123	-	23,123	2,680	-	2,680
<b>Expenditures</b>												
<b>Compensation</b>												
Full Time Salaries (010)			-			-			-			-
Part Time Temp Salaries (050)	4,600		4,600	4,156		4,156	19,858		19,858			-
Full Time Temp Salaries (059)			-			-			-			-
Other Salaries (018, 019)			-			-	190		190			-
Benefits (060)	352		352	318		318	1,534		1,534			-
<b>Total Compensation</b>	4,952	-	4,952	4,474	-	4,474	21,582	-	21,582	-	-	-
<b>Other Operating Expenses</b>												
Current Expenses (020)	1,102		1,102	3,080		3,080	1,378		1,378	731		731
Rents & Leases (022)			-			-			-			-
Utilities (023)	268		268	992		992	223		223	395		395
Equipment (030)			-			-			-			-
Maintenance (024, 047, 048)	377		377	1,605		1,605	597		597			-
Telecommunications (039)			-	135		135	114		114	62		62
Travel (070, 080)			-			-			-			-
Trash Removal/Septic/Toilets/Police (020, 103)	1,659		1,659	138		138	980		980	1,125		1,125
Bonds & Interest (044)			-			-			-			-
Other Operating Expenses (027, 042, 069, 073, 102)	700		700			-			-			-
<b>Total Expenditures</b>	9,058	-	9,058	10,424	-	10,424	24,874	-	24,874	2,313	-	2,313
<b>Total Revenues Over(Under)Expenditures</b>	3,883	450	4,333	5,710	314	6,024	(1,751)	-	(1,751)	367	-	367

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS - FY 2012  
PARK FUND - SMALL PARKS

3/22/2013

	CHESTERFIELD (08)			MT. CARDIGAN (05)			BEAVER BROOK (14)			DIXVILLE (17)		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>												
<b>Operating Revenue</b>												
Attendance									-			-
Camping									-			-
Leases									-			-
Bus Pass Program									-			-
Plate Fund									-			-
Other									-			-
<b>Transfer</b>												
Other									-			-
<b>Retail</b>												
Sales									-			-
Less Purchases (Key as neg)									-			-
<b>Total Net Revenue</b>	-		-	-		-	-		-		-	-
<b>Expenditures</b>												
<b>Compensation</b>												
Full Time Salaries (010)									-			-
Part Time Temp Salaries (050)									-			-
Full Time Temp Salaries (059)									-			-
Other Salaries (018, 019)									-			-
Benefits (060)									-			-
<b>Total Compensation</b>	-		-	-		-	-		-		-	-
<b>Other Operating Expenses</b>												
Current Expenses (020)									-			-
Rents & Leases (022)									-			-
Utilities (023)									-			-
Equipment (030)									-			-
Maintenance (024, 047, 048)							83		83	25		25
Telecommunications (039)									-			-
Travel (070, 080)									-			-
Trash Removal/Septic/Toilets/Police (020, 103)							264		264	389		389
Bonds & Interest (044)									-			-
Other Operating Expenses (027, 042, 069, 073, 102)									-			-
<b>Total Expenditures</b>	-		-	-		-	347		347	414		414
<b>Total Revenues Over(Under)Expenditures</b>	-		-	-		-	(347)		(347)	(414)		(414)

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS - FY 2012  
PARK FUND - SMALL PARKS

3/22/2013

	FOREST LAKE (23)			AHERN (28)			LAKE TARLETON (42)			NORTHWOOD MEADOWS (58)		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>												
<b>Operating Revenue</b>												
Attendance			-			-			-			-
Camping			-			-			-			-
Leases			-			-			-			-
Bus Pass Program			-			-			-			-
Plate Fund			-			-			-			-
Other			-	100		100			-			-
<b>Transfer</b>												
Other			-			-			-			-
<b>Retail</b>												
Sales			-			-			-			-
Less Purchases (Key as neg)			-			-			-			-
<b>Total Net Revenue</b>	-		-	100		100	-		-			-
<b>Expenditures</b>												
<b>Compensation</b>												
Full Time Salaries (010)			-			-			-			-
Part Time Temp Salaries (050)	2,828		2,828			-			-			-
Full Time Temp Salaries (059)			-			-			-			-
Other Salaries (018, 019)			-			-			-			-
Benefits (060)	216		216			-			-			-
<b>Total Compensation</b>	<b>3,044</b>		<b>3,044</b>									
<b>Other Operating Expenses</b>												
Current Expenses (020)	366		366	120		120	1,560		1,560	56		56
Rents & Leases (022)			-			-			-			-
Utilities (023)	257		257			-	828		828	384		384
Equipment (030)			-			-			-			-
Maintenance (024, 047, 048)	293		293	6,725		6,725			-			-
Telecommunications (039)			-			-			-			-
Travel (070, 080)			-			-			-			-
Trash Removal/Septic/Toilets/Police (020, 103)	18		18	4,068		4,068	826		826	190		190
Bonds & Interest (044)			-			-			-			-
Other Operating Expenses (027, 042, 069, 073, 102)			-			-			-			-
<b>Total Expenditures</b>	<b>3,978</b>		<b>3,978</b>	<b>10,913</b>		<b>10,913</b>	<b>3,214</b>		<b>3,214</b>	<b>630</b>		<b>630</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>(3,978)</b>		<b>(3,978)</b>	<b>(10,813)</b>		<b>(10,813)</b>	<b>(3,214)</b>		<b>(3,214)</b>	<b>(630)</b>		<b>(630)</b>

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS - FY 2012  
PARK FUND - SMALL PARKS

3/22/2013

	SUMMARY		
	OPER	RETAIL	TOTAL
<b>Revenue</b>			
<b>Operating Revenue</b>			
Attendance	26,820	-	26,820
Camping	28,058	-	28,058
Leases	-	-	-
Bus Pass Program	-	-	-
Plate Fund	-	-	-
Other	100	-	100
<b>Transfer</b>			
Other	-	-	-
<b>Retail</b>			
Sales	-	1,514	1,514
Less Purchases (Key as neg)	-	(750)	(750)
<b>Total Net Revenue</b>	<b>54,978</b>	<b>764</b>	<b>55,742</b>
<b>Expenditures</b>			
<b>Compensation</b>			
Full Time Salaries (010)	-	-	-
Part Time Temp Salaries (050)	31,442	-	31,442
Full Time Temp Salaries (059)	-	-	-
Other Salaries (018, 019)	190	-	190
Benefits (060)	2,420	-	2,420
<b>Total Compensation</b>	<b>34,052</b>	<b>-</b>	<b>34,052</b>
<b>Other Operating Expenses</b>			
Current Expenses (020)	8,393	-	8,393
Rents & Leases (022)	-	-	-
Utilities (023)	3,347	-	3,347
Equipment (030)	-	-	-
Maintenance (024, 047, 048)	9,705	-	9,705
Telecommunications (039)	311	-	311
Travel (070, 080)	-	-	-
Trash Removal/Septic/Toilets/Police (020, 103)	9,657	-	9,657
Bonds & Interest (044)	-	-	-
Other Operating Expenses (027, 042, 089, 073, 102)	700	-	700
<b>Total Expenditures</b>	<b>66,165</b>	<b>-</b>	<b>66,165</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>(11,187)</b>	<b>764</b>	<b>(10,423)</b>



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS - FY 2012  
PARK FUND - FRANCONIA STATE PARK

3/22/2013

	FLUME (24)			LAFAYETTE (44)			FRANCONIA NOTCH (22)			SUMMARY		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>												
<b>Operating Revenue</b>												
Attendance	1,820,046		1,820,046	50		50	602		602	1,820,698	-	1,820,698
Camping			-	271,484		271,484			-	271,484	-	271,484
Leases			-			-	10,000		10,000	10,000	-	10,000
Bus Pass Program			-			-			-	-	-	-
Plate Fund			-			-			-	-	-	-
Other	1,760	1,924	3,684		(63)	(63)	556	(94)	462	2,316	1,767	4,083
<b>Transfer</b>												
Other			-			-			-	-	-	-
<b>Retail</b>												
Sales		392,218	392,218		93,320	93,320			-	-	485,538	485,538
Less Purchases (Key as neg)		(210,062)	(210,062)		(57,181)	(57,181)		(131)	(131)	-	(267,374)	(267,374)
<b>Total Net Revenue</b>	<b>1,821,806</b>	<b>184,080</b>	<b>2,005,886</b>	<b>271,534</b>	<b>36,076</b>	<b>307,610</b>	<b>11,158</b>	<b>(225)</b>	<b>10,933</b>	<b>2,104,498</b>	<b>219,931</b>	<b>2,324,429</b>
<b>Expenditures</b>												
<b>Compensation</b>												
Full Time Salaries (010)	146,418		146,418			-			-	146,418	-	146,418
Part Time Temp Salaries (050)	118,847	22,321	141,168	32,006		32,006	31		31	150,884	22,321	173,205
Full Time Temp Salaries (059)	35,623	29,100	64,723	27,792	16,292	44,084	31,013		31,013	94,428	45,392	139,820
Other Salaries (018, 019)	6,808		6,808	956		956	191		191	7,955	-	7,955
Benefits (060)	100,704	3,934	104,638	17,238	1,247	18,485	27,437		27,437	145,379	5,181	150,560
<b>Total Compensation</b>	<b>408,400</b>	<b>55,355</b>	<b>463,755</b>	<b>77,992</b>	<b>17,539</b>	<b>95,531</b>	<b>58,672</b>	<b>-</b>	<b>58,672</b>	<b>545,064</b>	<b>72,894</b>	<b>617,958</b>
<b>Other Operating Expenses</b>												
Current Expenses (020)	50,932	1,301	52,233	14,919	150	15,069	6,740		6,740	72,591	1,451	74,042
Rents & Leases (022)	297		297			-			-	297	-	297
Utilities (023)	14,413	807	15,220	2,175	93	2,268			-	16,588	900	17,488
Equipment (030)	1,192		1,192			-			-	1,192	-	1,192
Maintenance (024, 047, 048)	2,482		2,482	3,416		3,416			-	5,898	-	5,898
Telecommunications (039)	788	118	906	533		533			-	1,321	118	1,439
Travel (070, 080)			-			-			-	-	-	-
Trash Removal/Septic/Toilets/Police (020, 103)	3,040		3,040	8,590	150	8,740	3,640		3,640	15,270	150	15,420
Bonds & Interest (044)			-			-			-	-	-	-
Other Operating Expenses (027, 042,			-			-			-	-	-	-
<b>Total Expenditures</b>	<b>481,544</b>	<b>57,581</b>	<b>539,125</b>	<b>107,625</b>	<b>17,932</b>	<b>125,557</b>	<b>69,052</b>	<b>-</b>	<b>69,052</b>	<b>658,221</b>	<b>75,513</b>	<b>733,734</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>1,340,262</b>	<b>126,499</b>	<b>1,466,761</b>	<b>163,909</b>	<b>18,144</b>	<b>182,053</b>	<b>(57,894)</b>	<b>(225)</b>	<b>(58,119)</b>	<b>1,446,277</b>	<b>144,418</b>	<b>1,590,695</b>

OF HAM RE  
 DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
 DIVISION OF PARKS AND RECREATION  
 PROFIT AND LOSS STATEMENTS - FY 2012  
 PARKS FUND - ADMINISTRATION

02/21/2013

	MISC SERVICE PARKS (02) (049) & FEMA			SUPPLY DEPOT (06) / DD&M (12) & (3401)	RESERV (10) & ADM (3701)	BUSINESS OFFICE (3400)	UNEMPLY (6161) & WORK COMP (8146)	SUMMARY		
	OPER	RETAIL	TOTAL	OPER	OPER			OPER	RETAIL	TOTAL
<b>Revenue</b>										
<b>Operating Revenue</b>										
Attendance			-					-	-	-
Camping	100		100					100	-	100
Leases			-					-	-	-
Bus Pass Program	44,248		44,248					44,248	-	44,248
Plate Fund	55,440		55,440					55,440	-	55,440
Other	131,785	5,250	137,035					131,785	5,250	137,035
<b>Transfer</b>			-					-	-	-
Other			-					-	-	-
<b>Retail</b>			-					-	-	-
Sales		65	65					-	65	65
Less Purchases		(6,459)	(6,459)					-	(6,459)	(6,459)
<b>Total Net Revenue</b>	<b>231,573</b>	<b>(1,144)</b>	<b>230,429</b>	<b>-</b>	<b>-</b>			<b>-</b>	<b>(1,144)</b>	<b>230,429</b>
<b>Expenditures</b>										
<b>Compensation</b>										
Full Time Salaries (010, 011)			-	504,932	583,517	71,854		1,160,303	-	1,160,303
Part Time Temp Salaries (050)	4,831	6,242	11,073	9,328				14,159	6,242	20,401
Full Time Temp Salaries (059)			-					-	-	-
Other Salaries (018, 019)	(2,591)		(2,591)					(2,591)	-	(2,591)
Benefits (060)	(94)	478	384	243,252	228,362	62,787	189,068	723,375	478	723,853
<b>Total Compensation</b>	<b>2,146</b>	<b>6,720</b>	<b>8,866</b>	<b>757,512</b>	<b>811,879</b>	<b>134,641</b>		<b>1,895,246</b>	<b>6,720</b>	<b>1,901,966</b>
<b>Other Operating Expenses</b>										
Current Expenses (020)	25,637	6,314	31,951	37,502	11,365			74,504	6,314	80,818
Rents & Leases (022)	29,493	681	30,174	664	1,008			31,165	681	31,846
Utilities (023)	1,365		1,365	8,950				10,315	-	10,315
Organization Dues (026)					14,651			14,651	-	14,651
Equipment (030)	340	22,034	22,374	23,026				23,366	22,034	45,400
Maintenance (024, 047, 048)	61		61	42,965				43,026	-	43,026
Telecommunications (039)	553	1,755	2,308	530	2,797			3,880	1,755	5,635
Travel (070, 080)	740	26	766	250	5,314			6,304	26	6,330
Trash Removal/Septic/Toilets/Police (020, 103)	14,039		14,039	2,616				16,655	-	16,655
Bonds & Interest (044)	34,759		34,759					34,759	-	34,759
Other Operating Expenses (027, 042, 069, 073, 102)	292,952	177	293,129	16,481	77,566			386,999	177	387,176
<b>Total Expenditures</b>	<b>402,085</b>	<b>37,707</b>	<b>439,792</b>	<b>890,496</b>	<b>924,580</b>	<b>134,641</b>		<b>2,540,870</b>	<b>37,707</b>	<b>2,578,577</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>(170,512)</b>	<b>(38,851)</b>	<b>(209,363)</b>	<b>(890,496)</b>	<b>(924,580)</b>	<b>(134,641)</b>		<b>(189,068)</b>	<b>(2,309,297)</b>	<b>(38,851)</b>

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS - FY 2012  
PARK FUND - REGIONAL EXPENSES

3/22/2013

	CENTRAL REGION (07)&(80)		GREAT NORTH WOODS REGION (26)		SEACOAST REGIONAL OFFICE (79)		SUMMARY	
	OPER	TOTAL	OPER	TOTAL	OPER	TOTAL	OPER	TOTAL
<b>Revenue</b>								
<b>Operating Revenue</b>								
Attendance	-	-	-	-	-	-	-	-
Camping	-	-	-	-	-	-	-	-
Leases	-	-	-	-	-	-	-	-
Bus Pass Program	-	-	-	-	-	-	-	-
Plate Fund	-	-	-	-	-	-	-	-
Other	3,750	3,750	-	-	-	-	3,750	3,750
<b>Transfer</b>	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Retail</b>	-	-	-	-	-	-	-	-
Sales	-	-	-	-	-	-	-	-
Less Purchases	-	-	-	-	-	-	-	-
<b>Total Net Revenue</b>	3,750	3,750	-	-	-	-	3,750	3,750
<b>Expenditures</b>								
<b>Compensation</b>								
Full Time Salaries (010, 011)	133,707	133,707	105,116	105,116	124,749	124,749	363,572	363,572
Part Time Temp Salaries (050)	468	468	-	-	10,825	10,825	11,293	11,293
Full Time Salaries (059)	-	-	24,579	24,579	-	-	24,579	24,579
Other Salaries (018, 019)	-	-	3,148	3,148	128	128	3,276	3,276
Benefits (060)	89,612	89,612	50,172	50,172	60,183	60,183	199,967	199,967
<b>Total Compensation</b>	223,787	223,787	183,015	183,015	195,885	195,885	602,687	602,687
<b>Other Operating Expenses</b>								
Current Expenses (020)	16,703	16,703	17,818	17,818	22,890	22,890	57,411	57,411
Rents & Leases (022)	-	-	-	-	183	183	183	183
Utilities (023)	(51)	(51)	268	268	4,463	4,463	4,680	4,680
Equipment (030)	41,420	41,420	45,223	45,223	-	-	86,643	86,643
Maintenance (024, 047, 048)	838	838	3,824	3,824	1,685	1,685	6,347	6,347
Telecommunications (039)	248	248	424	424	640	640	1,312	1,312
Travel (070, 080)	-	-	-	-	-	-	-	-
Trash Removal/Septic/Toilets/Police (020, 103)	37,373	37,373	1,690	1,690	4,163	4,163	43,226	43,226
Bonds & Interest (044)	-	-	-	-	-	-	-	-
Other Operating Expenses (027, 042, 069, 073, 102)	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	320,318	320,318	252,262	252,262	229,909	229,909	802,489	802,489
<b>Total Revenues Over(Under)Expenditures</b>	(316,568)	(316,568)	(252,262)	(252,262)	(229,909)	(229,909)	(798,739)	(798,739)

STATE OF NEW HAMPSHIRE  
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DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS  
SEACOAST OPERATION WITH RETAIL - FY2012

3/22/2013

	SOUTH BEACH/RV (29)			WALLIS SANDS (85)			ODIORNE PT STATE PARK (59)			SEACOAST SCIENCE CENTER (70)			RYE HARBOR STATE PARK (73)		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>															
Operating Revenue															
Attendance	485,174		485,174	300,721		300,721	77,567		77,567	-		-	20,645		20,645
Camping	261,733		261,733			-			-			-			-
Leases			-			-			-			-			-
Other		(267)	(267)		(220)	(220)			-			-			-
Transfer															
Other			-			-			-			-			-
Retail															
Sales		70,793	70,793		113,590	113,590			-			-			-
Less Purchases (Key as Neg)		(33,768)	(33,768)		(45,528)	(45,528)			-			-			-
<b>Total Net Revenue</b>	<b>746,907</b>	<b>36,758</b>	<b>783,665</b>	<b>300,721</b>	<b>67,842</b>	<b>368,563</b>	<b>77,567</b>	<b>-</b>	<b>77,567</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,645</b>	<b>-</b>	<b>20,645</b>
<b>Expenditures</b>															
Compensation															
Full Time Salaries (010)			-			-			-			-			-
Part Time Temp Salaries (050)	106,753	16,932	123,685	66,105	25,025	91,130	33,089		33,089			-			-
Full Time Temp Salaries (059)			-			-			-			-			-
Other Salaries (018, 019)	1,803	930	2,733	1,952		1,952	1,039		1,039			-			-
Benefits (060)	9,206	366	9,572	5,206	1,915	7,121	2,297		2,297			-			-
Total Compensation	117,762	18,228	135,990	73,263	26,940	100,203	36,425	-	36,425			-			-
Other Operating Expenses															
Current Expenses (020)	45,213	247	45,460	30,727	1,375	32,102	3,306	171	3,477	2,498		2,498	637		637
Rents & Leases (022)	543		543			-			-			-			-
Utilities (023)	64,808	2,957	67,765	2,288	3,317	5,605	37,599		37,599	9,199		9,199	2,798		2,798
Equipment (030)			-		558	558			-			-			-
Maintenance (024, 047, 048)	24,418	142	24,560	11,903	1,888	13,791	521		521	125		125	61		61
Telecommunication (039)	488	7	495	178		178	322		322			-	57		57
Travel (070, 080)			-			-			-			-			-
Trash Removal/Septic/Toilets/Police (020, 103)	36,495	210	36,705	5,118	640	5,758	4,432		4,432	45		45	272		272
Bonds & Interest (044)			-			-			-			-			-
Other Operating Expenses (027, 042, 066, 069, 073, 102)			-			-	31,250		31,250			-			-
<b>Total Expenditures</b>	<b>289,727</b>	<b>21,791</b>	<b>311,518</b>	<b>123,477</b>	<b>34,718</b>	<b>158,195</b>	<b>113,855</b>	<b>171</b>	<b>114,026</b>	<b>11,867</b>	<b>-</b>	<b>11,867</b>	<b>3,825</b>	<b>-</b>	<b>3,825</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>457,180</b>	<b>14,967</b>	<b>472,147</b>	<b>177,244</b>	<b>33,124</b>	<b>210,368</b>	<b>(36,288)</b>	<b>(171)</b>	<b>(36,459)</b>	<b>(11,867)</b>	<b>-</b>	<b>(11,867)</b>	<b>16,820</b>	<b>-</b>	<b>16,820</b>

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DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS  
SEACOAST OPERATION WITH RETAIL - FY2012

3/22/2013

	SEASHELL COMPLEX/BEACH MAINT (35)			HAMPTON BEACH MAINT (30)			HAMPTON LIFEGUARD (31)			HAMPTON METERS (32)			NORTH HAMPTON BCH (33)		
	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>															
<b>Operating Revenue</b>															
Attendance	21,908		21,908	-		-	-		-	-		-	81,880		81,880
Camping			-	-		-	-		-	-		-	-		-
Leases			-	-		-	-		-	-		-	-		-
Other		481	481	-		-	704		704	-		-	-		-
<b>Transfer</b>															
Other			-	-		-	-		-	-		-	-		-
<b>Retail</b>															
Sales		12,047	12,047	-		-	-		-	-		-	-		-
Less Purchases (Key as Neg)		(12,751)	(12,751)	-		-	-		-	-		-	-		-
<b>Total Net Revenue</b>	21,908	(223)	21,685	-		-	704		704	-		-	81,880		81,880
<b>Expenditures</b>															
<b>Compensation</b>															
Full Time Salaries (010)	38,817		38,817	-		-	-		-	-		-	-		-
Part Time Temp Salaries (050)	201,693	5,510	207,203	43,512		43,512	211,028		211,028	-		-	-		-
Full Time Temp Salaries (059)			-	-		-	-		-	-		-	-		-
Other Salaries (018, 019)	6,753		6,753	-		-	3,724		3,724	-		-	-		-
Benefits (060)	25,269	422	25,691	3,026		3,026	16,203		16,203	-		-	-		-
<b>Total Compensation</b>	272,532	5,932	278,464	46,538		46,538	230,955		230,955	-		-	-		-
<b>Other Operating Expenses</b>															
Current Expenses (020)	28,137	1,039	29,176	4,659		4,659	10,258		10,258	-		-	1,250		1,250
Rents & Leases (022)			-	458		458	-		-	-		-	-		-
Utilities (023)	25,445		25,445	-		-	147		147	-		-	1,132		1,132
Equipment (030)		1,699	1,699	655		655	1,990		1,990	-		-	-		-
Maintenance (024, 047, 048)	7,067		7,067	-		-	-		-	-		-	-		-
Telecommunication (039)	437		437	-		-	28		28	-		-	-		-
Travel (070, 080)	62		62	-		-	-		-	-		-	-		-
Trash Removal/Septic/Toilets/Police (020, 103)	6,824		6,824	2,440		2,440	2,500		2,500	45		45	4,896		4,896
Bonds & Interest (044)			-	-		-	-		-	-		-	-		-
Other Operating Expenses (027, 042, 066, 069, 073, 102)			-	-		-	-		-	-		-	-		-
<b>Total Expenditures</b>	340,504	8,670	349,174	54,750		54,750	245,878		245,878	45		45	7,278		7,278
<b>Total Revenues Over(Under)Expenditures</b>	(318,596)	(8,893)	(327,489)	(54,750)		(54,750)	(245,174)		(245,174)	(45)		(45)	74,602		74,602

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SEACOAST OPERATION WITH RETAIL - FY2012

3/22/2013

	JENNESS BCH (41)		SEACOAST MAINT (78)			SUMMARY		
	OPER	RETAIL TOTAL	OPER	RETAIL	TOTAL	OPER	RETAIL	TOTAL
<b>Revenue</b>								
<b>Operating Revenue</b>								
Attendance	110,118	110,118	-	-	-	1,098,013	-	1,098,013
Camping	-	-	-	-	-	261,733	-	261,733
Leases	-	-	-	-	-	-	-	-
Other	-	-	3,652	-	3,652	4,356	(6)	4,350
<b>Transfer</b>								
Other	-	-	-	-	-	-	-	-
<b>Retail</b>								
Sales	-	-	-	-	-	-	196,430	196,430
Less Purchases (Key as Neg)	-	-	-	-	-	-	(92,047)	(92,047)
<b>Total Net Revenue</b>	110,118	110,118	3,652	-	3,652	1,364,102	104,377	1,468,479
<b>Expenditures</b>								
<b>Compensation</b>								
Full Time Salaries (010)	-	-	43,632	-	43,632	82,449	-	82,449
Part Time Temp Salaries (050)	18,509	18,509	-	-	-	680,689	47,467	728,156
Full Time Temp Salaries (059)	-	-	-	-	-	-	-	-
Other Salaries (018, 019)	260	260	242	-	242	15,773	930	16,703
Benefits (060)	1,436	1,436	22,159	-	22,159	84,802	2,703	87,505
<b>Total Compensation</b>	20,205	-	20,205	-	66,033	863,713	51,100	914,813
<b>Other Operating Expenses</b>								
Current Expenses (020)	660	660	2,360	-	2,360	129,705	2,832	132,537
Rents & Leases (022)	-	-	183	-	183	1,184	-	1,184
Utilities (023)	3,081	3,081	-	-	-	146,497	6,274	152,771
Equipment (030)	-	-	-	-	-	2,645	2,257	4,902
Maintenance (024, 047, 048)	3	3	658	-	658	44,756	2,030	46,786
Telecommunication (039)	-	-	-	-	-	1,510	7	1,517
Travel (070, 080)	-	-	-	-	-	62	-	62
Trash Removal/Septic/Toilets/Police (020, 103)	-	-	135	-	135	63,202	850	64,052
Bonds & Interest (044)	-	-	-	-	-	-	-	-
Other Operating Expenses (027, 042, 066, 069, 073, 102)	-	-	-	-	-	31,250	-	31,250
<b>Total Expenditures</b>	23,949	-	23,949	-	69,369	1,284,524	65,350	1,349,874
<b>Total Revenues Over(Under)Expenditures</b>	86,169	-	86,169	-	(65,717)	79,578	39,027	118,605

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
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PROFIT AND LOSS STATEMENTS - FY 2012  
PARK FUND - HISTORIC SITES

3/22/2013

	FROST FARM (25)		WEEKS (89)		COOLIDGE MANSION (95)		RHODENDRON STATE PARK (69)		BEAR BROOK MUSEUM (03)		HANNAH DUSTIN (37)	
	OPER	TOTAL	OPER	TOTAL	OPER	TOTAL	OPER	TOTAL	OPER	TOTAL	OPER	TOTAL
<b>Revenue</b>												
<b>Operating Revenue</b>												
Attendance	-	-	(30)	(30)	-	-	398	398	-	-	-	-
Camping	-	-	-	-	-	-	-	-	-	-	-	-
Leases	-	-	-	-	-	-	-	-	-	-	-	-
Bus Pass Program	-	-	-	-	-	-	-	-	-	-	-	-
Plate Fund	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
<b>Transfer</b>	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
<b>Retail</b>	-	-	-	-	-	-	-	-	-	-	-	-
Sales	-	-	-	-	-	-	-	-	-	-	-	-
Less Purchases	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Net Revenue</b>	-	-	(30)	(30)	-	-	398	398	-	-	-	-
<b>Expenditures</b>												
<b>Compensation</b>												
Full Time Salaries (010, 011)	-	-	-	-	-	-	-	-	-	-	-	-
Part Time Temp Salaries (050)	-	-	-	-	-	-	-	-	-	-	-	-
Full Time Temp Salaries (059)	-	-	-	-	-	-	-	-	-	-	-	-
Other Salaries (018, 019)	-	-	-	-	-	-	-	-	-	-	-	-
Benefits (060)	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Compensation</b>	-	-	-	-	-	-	-	-	-	-	-	-
<b>Other Operating Expenses</b>												
Current Expenses (020)	103	103	143	143	-	-	-	-	-	-	-	-
Rents & Leases (022)	-	-	-	-	-	-	-	-	-	-	-	-
Utilities (023)	1,218	1,218	1,197	1,197	16,984	16,984	13	13	128	128	-	-
Equipment (030)	-	-	-	-	-	-	-	-	-	-	-	-
Maintenance (024, 047, 048)	-	-	873	873	-	-	-	-	-	-	-	-
Telecommunications (039)	-	-	-	-	-	-	-	-	-	-	-	-
Travel (070, 080)	-	-	-	-	-	-	-	-	-	-	-	-
Trash Removal/Septic/Toilets/Police (020, 103)	-	-	-	-	-	-	-	-	-	-	-	-
Bonds & Interest (044)	-	-	-	-	-	-	-	-	-	-	-	-
Other Operating Expenses (027, 042, 069, 073, 102)	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	1,321	1,321	2,213	2,213	16,984	16,984	13	13	128	128	-	-
<b>Total Revenues Over(Under)Expenditures</b>	(1,321)	(1,321)	(2,243)	(2,243)	(16,984)	(16,984)	385	385	(128)	(128)	-	-

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS - FY 2012  
PARK FUND - HISTORIC SITES

3/22/2013

	FT STARK (81)		WEBSTER BIRTHPLACE (87)		SUMMARY	
	OPER	TOTAL	OPER	TOTAL	OPER	TOTAL
<b>Revenue</b>						
<b>Operating Revenue</b>						
Attendance	-	-	-	-	368	368
Camping	-	-	-	-	-	-
Leases	-	-	-	-	-	-
Bus Pass Program	-	-	-	-	-	-
Plate Fund	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Transfer</b>	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Retail</b>	-	-	-	-	-	-
Sales	-	-	-	-	-	-
Less Purchases	-	-	-	-	-	-
<b>Total Net Revenue</b>	-	-	-	-	368	368
<b>Expenditures</b>						
<b>Compensation</b>						
Full Time Salaries (010, 011)	-	-	-	-	-	-
Part Time Temp Salaries (050)	-	-	-	-	-	-
Full Time Temp Salaries (059)	-	-	-	-	-	-
Other Salaries (018, 019)	-	-	-	-	-	-
Benefits (060)	-	-	-	-	-	-
<b>Total Compensation</b>	-	-	-	-	-	-
<b>Other Operating Expenses</b>						
Current Expenses (020)	-	-	-	-	246	246
Rents & Leases (022)	-	-	-	-	-	-
Utilities (023)	184	184	341	341	20,065	20,065
Equipment (030)	-	-	-	-	-	-
Maintenance (024, 047, 048)	-	-	-	-	873	873
Telecommunications (039)	-	-	-	-	-	-
Travel (070, 080)	-	-	-	-	-	-
Trash Removal/Septic/Toilets/Police (020, 103)	-	-	-	-	-	-
Bonds & Interest (044)	-	-	-	-	-	-
Other Operating Expenses (027, 042, 069, 073, 102)	-	-	-	-	-	-
<b>Total Expenditures</b>	184	184	341	341	21,184	21,184
<b>Total Revenues Over(Under)Expenditures</b>	(184)	(184)	(341)	(341)	(20,816)	(20,816)



STATE OF NEW HAMPSHIRE  
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DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS  
HAMPTON METERS/CAPITAL IMPROVEMENT REGION - FY2012

3/22/2013

	HAMPTON METERS	HAMPTON CAPITAL	TOTAL
	(7300)	IMPROVEMENT FUND (7301)	
	OPER	OPER	
<b>Revenue</b>			
<b>Operating Revenue</b>			
Meter Collections	1,401,759		1,401,759
Fines Collected	171,758		171,758
Parking Agreements	128,184		128,184
<b>Total Revenue</b>	<b>1,701,701</b>		<b>1,701,701</b>
To Capital	(200,000)	200,000	-
To Parks	(1,231,380)		(1,231,380)
<b>Total Net Revenue</b>	<b>270,321</b>	<b>200,000</b>	<b>470,321</b>
<b>Expenditures</b>			
<b>Compensation</b>			
Full Time Salaries (010)			-
Part Time & Other Salaries (018, 019)	2,132		2,132
Part Time Temp Salaries (050)	169,870	2,134	172,004
Full Time Temp Salaries (059)			-
Benefits (060)	13,158	163	13,321
<b>Total Compensation</b>	<b>185,160</b>	<b>2,297</b>	<b>187,457</b>
<b>Other Operating Expenses</b>			
Current Expenses (020)	60,444	42,340	102,784
Rents & Leases (022)			-
Utilities (023)			-
Equipment (030)	1,679	38,136	39,815
Maintenance (024, 047, 048)	8,861	132,703	141,564
Telecommunications (039)	1,531		1,531
Travel (070, 080)			-
Trash Removal/Septic/Toilets/Police (020, 103)		15,137	15,137
Bonds & Interest (044)		183,085	183,085
Other Operating Expenses ( 027, 042, 069, 073, 102)			-
<b>Total Expenditures</b>	<b>257,675</b>	<b>413,698</b>	<b>671,373</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>12,646</b>	<b>(213,698)</b>	<b>(201,052)</b>

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION  
PROFIT AND LOSS STATEMENTS  
CANNON SUMMARY - FY2012

	Operations (3703)			Retail Operations (3704)						Capital (3705)	Grand Total
	Winter	Summer	Total	Ski School	Mountain Summer/Winter	Peabody	Tramway	Beach	Total	Total	
<b>Revenue</b>											
<b>Operating Revenue</b>											
Ski/Beach Operation	3,514,874	1,128,677	4,643,551						-		4,643,551
Centerplate Commission	139,855	24,839	164,694								164,694
Bike Rentals Commission		2,293	2,293								2,293
Special Use Permits		7,500	7,500								7,500
Sunapee Lease			-						-	620,815	620,815
Tower Lease			-						-		-
Other	6,393		6,393						-		6,393
<b>Transfers</b>											
Transfer from Retail	168,852		168,852	(168,852)					(168,852)		-
Transfer to Parks			-						-		-
<b>Retail</b>											
Sales			-	491,484	316,476	243,767	215,112	40,647	1,307,486		1,307,486
Less Purchases			-	(22,693)	(105,526)	(169,633)	(110,510)	(6,712)	(415,074)		(415,074)
<b>Total Net Revenue</b>	<b>3,829,974</b>	<b>1,163,309</b>	<b>4,993,283</b>	<b>299,939</b>	<b>210,950</b>	<b>74,134</b>	<b>104,602</b>	<b>33,935</b>	<b>723,560</b>	<b>620,815</b>	<b>6,337,658</b>
<b>Expenditures</b>											
<b>Compensation</b>											
Full Time Salaries (010, 011)	231,474	465,618	697,092						-		697,092
Part Time Temp Salaries (050)	561,279	182,254	743,533	221,233	67,917	16,047	27,729	21,349	354,275		1,097,808
Full Time Temp Salaries (059)	105,119	85,327	190,446	24,773	19,006				43,779		234,225
Other Salaries (018, 019)	10,482	9,177	19,659	1,821	851		569	427	3,668		23,327
Benefits (060)	230,805	307,944	538,749	24,623	14,679	1,228	2,162	1,666	44,358		583,107
<b>Total Compensation</b>	<b>1,139,159</b>	<b>1,050,320</b>	<b>2,189,479</b>	<b>272,450</b>	<b>102,453</b>	<b>17,275</b>	<b>30,460</b>	<b>23,442</b>	<b>446,080</b>		<b>2,635,559</b>
<b>Other Operating Expenses</b>											
Current Expenses (020)	394,583	166,743	561,326	186,447	15,363	2,741	2,407	1285	208,243		769,569
Rents & Leases (022)	328,601	12,222	340,823						-		340,823
Utilities (023)	913,732	101,370	1,015,102	8,884	9,030	19			17,933		1,033,035
Equipment (030)	30,008	17,334	47,342	1,510	1,258			4,860	7,628		54,970
Maintenance (024, 047, 048)	130,709	156,823	287,532	77,911	31				77,942		365,474
Telecommunications (039)	618	25	643						-		643
Travel (070 & 080)	7,362	1,910	9,272	534	425	750			1,709		10,981
Rubbish Removal (020, 103)	10,223	8,258	18,481	5,000					5,000		23,481
Bonds & Interest (044)		82,140	82,140						-	612,706	694,846
Other Operating Expenses (026, 027, 042, 069)	35,455	306,111	341,566		973				973		342,539
WC & Unempl (061, 062)	26,517	324,702	351,219						-		351,219
<b>Total Expenditures</b>	<b>3,016,967</b>	<b>2,227,958</b>	<b>5,244,925</b>	<b>552,736</b>	<b>129,533</b>	<b>20,785</b>	<b>32,867</b>	<b>29,587</b>	<b>765,508</b>	<b>612,706</b>	<b>6,623,139</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>813,007</b>	<b>(1,064,649)</b>	<b>(251,642)</b>	<b>(252,797)</b>	<b>81,417</b>	<b>53,349</b>	<b>71,735</b>	<b>4,348</b>	<b>(41,948)</b>	<b>8,109</b>	<b>(285,481)</b>

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DIVISION OF PARKS AND RECREATION PROFIT AND LOSS STATEMENTS  
FY 2012 - MOUNT WASHINGTON - MOUNT WASHINGTON COMMISSION FUND

	MOUNT WASHINGTON FUND				
	(POWER-01)	(RETAIL-02)	(OPER-03)	(COMM-04)	TOTAL
<b>Revenue</b>					
<b>Operating Revenue</b>					
Power	317,599				317,599
Operations			115,301		115,301
Communications				222,683	222,683
Other					-
<b>Retail</b>					
Sales		857,514			857,514
Less		(432,814)	(182)		(432,995)
<b>Total Net Revenue</b>	<b>317,599</b>	<b>424,700</b>	<b>115,119</b>	<b>222,683</b>	<b>1,080,101</b>
<b>Expenditures</b>					
<b>Compensation</b>					
Full Time Salaries (010)					-
Part Time Temp Salaries (050)*	19,871	86,897	72,666		179,433
Full Time Temp Salaries (059)*		70,130	164,870		235,000
Other Salaries (018, 019)	570	3,386	1,622		5,578
Benefits (060)*	1,564	32,615	74,798		108,977
<b>Total Compensation</b>	<b>22,005</b>	<b>193,027</b>	<b>313,957</b>	<b>-</b>	<b>528,988</b>
<b>Other Operating Expenses</b>					
Current Expenses (020)	18,109	24,335	26,044	2,743	71,231
Rents & Leases (022)	22,345	329	198		22,872
Utilities (023)	117,101		1,359		118,460
Equipment (030)	648		34,467		35,115
Land Acquisition (33)				212,358	212,358
Maintenance (024, 047, 048)	2,306	4,601	12,217	35	19,159
Telecommunications (039)			187		187
Bonds & Interest (044)			142,083		142,083
Travel (070, 080)					-
Trash Removal (020, 103)		2,825			2,825
Other Operating Expenses (066)	295		375		670
<b>Total Expenditures</b>	<b>182,807</b>	<b>225,117</b>	<b>530,888</b>	<b>215,137</b>	<b>1,153,949</b>
<b>Total Revenues Over(Under)Expenditures</b>	<b>134,792</b>	<b>199,583</b>	<b>(415,769)</b>	<b>7,546</b>	<b>(73,848)</b>

\*In FY12, Salaries (\$147,472) & Benefits (\$63,867) for Full Time Permanent & Seasonal (12,232) Mt Wash Staff was transferred from Park (3720) to Mt Wash (3742).

STATE OF NEW HAMPSHIRE DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT DEPARTMENT WIDE CAPITAL BUDGET APPROPRIATIONS FISCAL YEAR 2012									
Act Unit	Description	Statute	Year	Appropriations		Expenditures FY 2012	Encumbrances 6/30/2012	Lapses FY 2012	Ending Available
				Bal Fwd	Current				
<b>Carry Forward Projects</b>									
03430000	Mount Washington Electrification	Ch 240:1-VIII-D	03	73,448.13		9,881.10	2,705.00		60,862.03
04200000	Mount Washington Electrification	Ch 259:1-IX-E	05	13,316.27					13,316.27
05380000	State Wide Park Funding	Ch 264:1-XIII-A	07	54,285.00				54,285.00	-
05400000	Statewide-Repairs/Roofing	Ch 264:1-XIII-C	07	4,924.27				4,924.27	-
05430000	Statewide Radio System	Ch 264:1-XIII-F	07	99,362.24		38,045.15	12,670.92		48,646.17
17350000	Hampton Seashell and 2 Bathhouses	Ch 145:1-X-D	09	2,434,697.72		2,320,705.45	93,341.60		20,550.67
17840000	Statewide Roofs and Park Repairs	Ch 145:1-X-A	09	292,897.87		195,825.70	67,200.00		29,872.17
17850000	Mt Washington Tip Top House Repairs	Ch 145:1-X-B	09	67,000.00					67,000.00
17860000	Mittersill Expansion	Ch 145:1-X-C	09	510,491.03		122,932.31	66,021.81		321,536.91
31320000	Cannon Mt Capital Improvement Fund	RSA 12-A:29-B		6,516.08			2,523.00		3,993.08
	<b>Total Carry Forward Authorizations</b>			<b>3,556,838.61</b>	<b>-</b>	<b>2,687,389.71</b>	<b>244,462.33</b>	<b>59,209.27</b>	<b>565,777.30</b>
<b>New Authorizations</b>									
09890000	Fire Tower Maintenance	Ch 253:1:XII-A	11		170,000.00				170,000.00
09900000	State Park Repairs	Ch 253:1:XII-B	11		1,500,000.00	347,963.26	381,395.38		770,641.36
09910000	Mt Wash Bldg Repairs	Ch 253:1:XII-C	11		180,000.00	59.33	-		179,940.67
09920000	North Hampton State Beach Redevelopment	Ch 253:1:XII-D	11		450,000.00	129,985.97	317,692.39		2,321.64
09930000	Hampton Beach North Seawall Repair	Ch 253:1:XII-E	11		1,000,000.00	668,440.08	306,575.49		24,984.43
09940000	Cannon Mt Upgrades/Snowmaking	Ch 253:1:XII-F	11		500,000.00	180.91	20,000.00		479,819.09
	<b>Total New Authorizations</b>			<b>-</b>	<b>3,800,000.00</b>	<b>1,146,629.55</b>	<b>1,025,663.26</b>	<b>-</b>	<b>1,627,707.19</b>
	<b>Grand Total</b>			<b>3,556,838.61</b>	<b>3,800,000.00</b>	<b>3,834,019.26</b>	<b>1,270,125.59</b>	<b>59,209.27</b>	<b>2,193,484.49</b>

STATE OF NEW HAMPSHIRE				
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT				
STATEWIDE PARK REPAIRS CAPITAL APPROPRIATIONS				
FISCAL YEAR 2012				
Item #	Amount	Vendor	Location	Project
<b>Ch. 253:1:XII-B L'11 Acct Unit 09900000</b>				
1	133,037	Stallion Builders	Shieling Forest	Learning Center Renovation
2	12,078	JMS Roofing	Wentworth	Bathhouse Roof Repairs
3	33,390	Robblee Tree Service	Greenfield	Tree removal @ overhead elec. Wires
4	14,195	Bob Ailes Roofing	Forest Lake	Forest Lake Main Visitor Center Roof Repair
5	22,190	Northern NE Field Svc	Franconia State Park	Profile Lake Memorial - Site Work
6	8,960	LA Drew	Clough	Road Repair
7	8,670	James E Carr Well Pump	Pawtuckaway	Water System
8	88,390	MMS	Jericho	Cabins
Other	27,053			
<b>Total</b>	<b>347,963</b>			
<b>Ch. 145:1-X-A L'09 Acct Unit 17840000</b>				
1	46,225	Chamberlain Enterprises	North Country Resource Center	Energy Upgrades
2	27,374	Royal Leeman	Fox Forest	Painting Buildings
3	11,200	RJH Builders	Jericho	Roof Replacement
4	19,545	Rya's Electric	Lafayette	Electrical System - Generator
5	10,999	Decorative Interiors	Pawtuckaway	Registration Building Flooring
6	7,500	Mountainside Landscape	Shieling Forest	Site Work
7	6,560	Rowell Sewer & Drain	Flume	Septic pump replacement
Other	66,423			
<b>Total</b>	<b>195,826</b>			

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
CANNON MOUNTAIN CAPITAL IMPROVEMENT FUND  
JUNE 30, 2012

3/22/2013

	ACTUALS													
	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
<b>Beginning Balance</b>	-	150,000	169,876	267,950	131,841	(17,729)	(109,179)	(222,761)	(322,009)	(415,819)	(495,206)	(429,396)	(333,414)	(243,317)
<b>Revenue</b>												**		
Base Payment (Inflation Adjusted)	150,000	153,150	158,357	162,791	166,210	170,864	177,084	183,210	189,805	194,702	194,897	200,159	203,181	209,256
Variable Payment (% of Sales)	-	118,632	192,791	289,312	264,308	313,143	272,391	303,701	278,372	284,242	371,856	362,048	361,868	411,559
Interest	-	17,011	12,037	3,556	495	-	-	-	-	-	-	-	-	-
Sale of Items	-	-	3,806	2,982	-	1,232	4,444	10,017	2,434	2,288	-	2,814	528	-
<b>Total Revenues</b>	<b>150,000</b>	<b>288,793</b>	<b>366,991</b>	<b>458,641</b>	<b>431,013</b>	<b>485,239</b>	<b>453,919</b>	<b>496,928</b>	<b>470,611</b>	<b>481,232</b>	<b>566,753</b>	<b>565,021</b>	<b>565,557</b>	<b>620,815</b>
<b>Expenditure</b>														
Existing Principal Payment	-	-	-	333,333	333,333	333,333	333,333	365,541	365,541	365,541	365,541	343,741	351,557	450,826
Existing Interest Payment	-	268,917	268,917	261,417	247,250	233,917	220,583	230,635	198,880	195,078	135,402	125,298	123,903	161,879
Projected Principal Payment	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Indirect Costs	-	-	-	-	-	9,439	13,585	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>268,917</b>	<b>268,917</b>	<b>594,750</b>	<b>580,583</b>	<b>576,689</b>	<b>567,501</b>	<b>596,176</b>	<b>564,421</b>	<b>560,619</b>	<b>500,943</b>	<b>469,039</b>	<b>475,460</b>	<b>612,705</b>
<b>Ending Balance</b>	<b>150,000</b>	<b>169,876</b>	<b>267,950</b>	<b>131,841</b>	<b>(17,729)</b>	<b>(109,179)</b>	<b>(222,761)</b>	<b>(322,009)</b>	<b>(415,819)</b>	<b>(495,206)</b>	<b>(429,396)</b>	<b>(333,414)</b>	<b>(243,317)</b>	<b>(235,207)</b>

\*\* Fiscal Year 2010 Base Payment was not received nor accrued until FY 2011. For reporting purposes, the Base Payment is recorded under FY 2010.

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT  
DEBT SERVICE SCHEDULE TO MATURITY  
JUNE 30, 2012

3/22/2013

FY	Park Fund			Hampton Beach			Mount Washington		
	010-035-37200000-044			010-035-73010000-044			010-035-37420000-044		
	Prin	Int	Total	Prin	Int	Total	Prin	Int	Total
2013	24,561.41	9,766.42	34,327.83	135,580.52	62,574.42	198,154.94	91,721.46	47,164.64	138,886.10
2014	24,559.43	8,538.39	33,097.82	136,448.29	57,733.76	194,182.05	91,721.46	44,029.96	135,751.42
2015	24,557.35	7,310.47	31,867.82	138,477.12	52,573.18	191,050.30	91,721.46	40,895.32	132,616.78
2016	24,555.16	6,082.66	30,637.82	138,350.77	46,860.12	185,210.89	91,724.94	36,371.72	128,096.66
2017	24,583.63	4,854.19	29,437.82	140,787.22	40,773.80	181,561.02	91,721.46	33,130.08	124,851.54
2018	24,613.56	3,624.26	28,237.82	142,295.32	36,702.09	178,997.41	91,721.46	29,826.07	121,547.53
2019	24,519.29	2,518.54	27,037.83	145,637.77	28,687.94	174,325.71	93,305.02	24,481.74	117,786.76
2020	24,311.09	1,526.74	25,837.83	126,809.83	22,525.89	149,335.72	93,633.65	19,951.35	113,585.00
2021	24,125.16	512.65	24,637.81	72,713.61	18,023.59	90,737.20	63,345.25	17,551.89	80,897.14
2022			-	71,954.41	15,911.06	87,865.47	61,162.92	15,104.49	76,267.41
2023			-	71,954.42	13,032.86	84,987.28	61,233.19	12,553.76	73,786.95
2024			-	71,954.43	10,154.70	82,109.13	61,241.63	10,061.70	71,303.33
2025			-	71,954.42	7,226.22	79,180.64	61,249.26	7,569.24	68,818.50
2026			-	71,954.42	4,247.46	76,201.88	61,148.79	5,183.30	66,332.09
2027			-	31,717.26	1,268.66	32,985.92	61,145.30	2,695.68	63,840.98
2028			-			-	4,164.17	208.20	4,372.37
2029			-			-			-
2030			-			-			-
2031			-			-			-
Total	220,386.08	44,734.32	265,120.40	1,568,589.81	418,295.75	1,986,885.56	1,171,961.42	346,779.14	1,518,740.56

Source: NH Dept of Treasury - July/Dec 2012

Add'l Debt has been issued  
but not allocated to funding source.

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RE5OURCES AND ECONOMIC DEVELOPMENT  
DEBT SERVICE SCHEDULE TO MATURITY  
JUNE 30, 2012

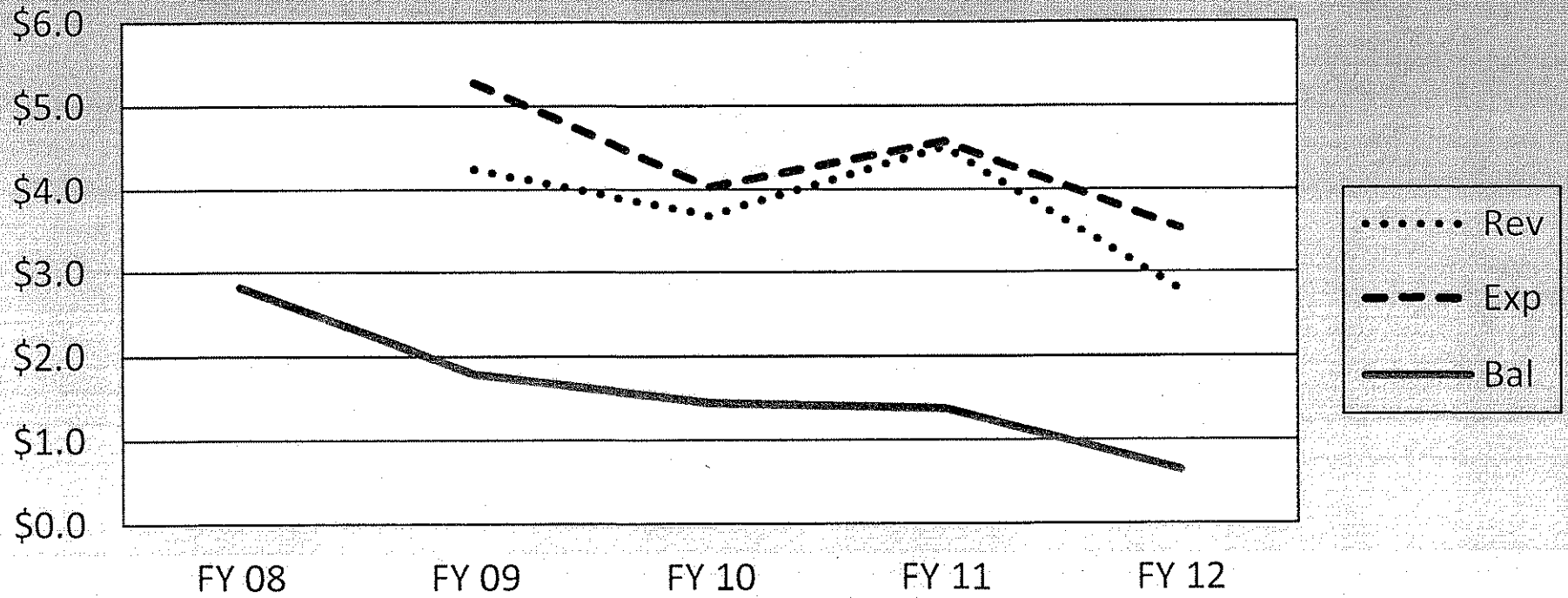
3/22/2013

FY	Cannon Mountain - Operating			Cannon Mountain - Capital			Total		
	010-035-37030000-044			010-035-37050000-044					
	Prin	Int	Total	Prin	Int	Total	Prin	Int	Total
2013	62,315.81	24,437.20	86,753.01	475,677.76	166,679.56	642,357.32	789,856.96	310,622.24	1,100,479.20
2014	62,415.70	22,272.57	84,688.27	481,764.33	148,488.91	630,253.24	796,909.21	281,063.59	1,077,972.80
2015	62,548.89	19,923.52	82,472.41	480,654.81	127,934.53	608,589.34	797,959.63	248,637.02	1,046,596.65
2016	43,011.16	17,569.16	60,580.32	468,444.33	106,917.02	575,361.35	766,086.36	213,800.68	979,887.04
2017	43,041.91	15,141.10	58,183.01	465,549.51	86,610.78	552,160.29	765,683.73	180,509.95	946,193.68
2018	43,405.66	13,381.43	56,787.09	461,687.98	67,353.35	529,041.33	763,723.98	150,887.20	914,611.18
2019	44,183.14	11,389.70	55,572.84	457,846.56	48,641.68	506,488.24	765,491.78	115,719.60	881,211.38
2020	44,452.75	9,318.24	53,770.99	122,650.81	36,530.32	159,181.13	411,858.13	89,852.54	501,710.67
2021	40,097.72	7,348.47	47,446.19	93,809.13	30,512.39	124,321.52	294,090.87	73,948.99	368,039.86
2022	39,355.15	6,523.12	45,878.27	93,404.00	27,400.80	120,804.80	265,876.48	64,939.47	330,815.95
2023	39,355.15	4,948.92	44,304.07	85,957.63	23,880.62	109,838.25	258,500.39	54,416.16	312,916.55
2024	39,355.16	3,325.52	42,680.68	85,957.63	20,364.60	106,322.23	258,508.85	43,906.52	302,415.37
2025	39,355.15	1,672.60	41,027.75	85,957.63	17,204.19	103,161.82	258,516.46	33,672.25	292,188.71
2026			-	64,485.59	13,915.08	78,400.67	197,588.80	23,345.84	220,934.64
2027			-	64,485.59	11,495.30	75,980.89	157,348.15	15,459.64	172,807.79
2028			-	64,485.59	8,968.30	73,453.89	68,649.76	9,176.50	77,826.26
2029			-	64,485.59	6,387.32	70,872.91	64,485.59	6,387.32	70,872.91
2030			-	64,485.59	3,645.88	68,131.47	64,485.59	3,645.88	68,131.47
2031			-	21,261.68	850.50	22,112.18	21,261.68	850.50	22,112.18
Total	602,893.35	157,251.55	760,144.90	4,203,051.74	953,781.13	5,156,832.87	7,766,882.40	1,920,841.89	9,687,724.29

Source: NH Dept of Treasury - July/Dec 2012  
Add'l Debt has been issued  
but not allocated to funding source.



### State of New Hampshire Bureau of Trails - Revenues, Expenditures and Fund Balance (Millions)



**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT (DRED)  
DIVISION OF PARKS AND RECREATION  
BUREAU OF TRAILS SUMMARY**

Description	Class	FY 2012							Total
		Admin 3414	Mnt 3558	Acquisition 3562	Snow		Wheeled		
					Equip 3484	Grant 3556	Grant 3486	Equip 3488	
<b>Beg Bal</b>		1,203,768	144,418	334,849	115,109	(581,549)	58,939	104,604	1,380,138
<b>Additions</b>									
<b>Revenues</b>									
Fees		537,068	156,287	36,914	171,425	831,593	242,235	92,285	2,067,807
Unrefunded Gas Tax *		(728,710)				1,442,252			713,542
<b>Total Additions</b>		(191,642)	156,287	36,914	171,425	2,273,845	242,235	92,285	2,781,349
<b>Decreases</b>									
<b>Expenditures</b>									
Full Time Salaries	010	556,309							556,309
Overtime & Holiday	018/019		606						606
Part -Time Salaries	050		16,913						16,913
Benefits	060	309,027	1,401						310,428
<b>Total Salaries and Benefits</b>		865,336	18,920						884,256
Indirect Costs / AddlFringe	041/042	23,809							23,809
Utilities	023	4,586	6,051						10,637
Maintenance	024/047/048	204	25,237						25,441
Workers Comp/Unemp									-
OIT	027	11,968							11,968
Current Expense/Rents/Dues/Trsf	020/026/049/039	53,539	141,252	5,352					200,143
Rent	022	16,289	23,637						39,926
Grants	072/075				277,294	1,663,182	232,634	96,948	2,270,058
Equipment	030	1,800	51,754						53,554
Debt Service / Land Acquisition	033	2,498							2,498
Travel	070/080	3,444							3,444
<b>Total Expenditures</b>		983,473	266,851	5,352	277,294	1,663,182	232,634	96,948	3,525,734
<b>Encumbrances</b>		16	493			4,942			5,451
<b>Total Decreases</b>		983,489	267,344	5,352	277,294	1,668,124	232,634	96,948	3,531,185
<b>Transfers</b>									-
<b>Ending Balance</b>		28,637	33,361	366,411	9,240	24,172	68,540	99,941	630,302
<b>Net Change in Fund Balance</b>									(749,836)

\* Unrefunded Gas Tax should have been allocated 1/3 Admin and 2/3 Grant. Correcting entry in FY 12 to transfer FY 10 & 11 Revenue of \$968,024 to Snow AU # 3556.

In FY 12, Trails staff due to revenue shortfalls were redeployed to work on Welcome Center Project and Park Repair and improvement projects. Expenses are transferred as follows.

From 3414-010/060	Welcome Centers 015-5916-010/060	Parks 030-034-0990	Total
April and May - Booked in June '12	11,852.99	12,888.01	24,741.00
June - Processed in FY 13	6,212.08	6,904.53	13,116.61
<b>Total</b>	18,065.07	19,792.54	37,857.61

**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT (DRED)  
DIVISION OF PARKS AND RECREATION  
BUREAU OF TRAILS SUMMARY**

Description	Class	FY 2011						Total	
		Admin 3414	Mnt 3558	Acquisition 3562	Snow		Wheeled		
					Equip 3484	Grant 3556	Grant 3486		Equip 3488
<b>Beg Bal</b>		909,948	116,407	2,907	(30,073)	(95,194)	199,783	340,993	1,444,771
<b>Additions</b>									
<b>Revenues</b>									
Fees		836,278	290,776	41,786	390,304	1,928,224	231,776	104,465	3,823,609
Unrefunded Gas Tax		686,074							686,074
<b>Total Additions</b>		<b>1,522,352</b>	<b>290,776</b>	<b>41,786</b>	<b>390,304</b>	<b>1,928,224</b>	<b>231,776</b>	<b>104,465</b>	<b>4,509,683</b>
<b>Decreases</b>									
<b>Expenditures</b>									
Full Time Salaries	010	580,272							580,272
Overtime & Holiday	018/019	5,498							5,498
Part -Time Salaries	050	19,249	29,242						48,491
Benefits	060	348,236	1,649						349,885
<b>Total Salaries and Benefits</b>		<b>953,255</b>	<b>30,891</b>	-	-	-	-	-	<b>984,146</b>
Indirect Costs / AddFringe	041/042	58,109							58,109
Utilities	023	4,743	4,009						8,752
Maintenance	024/047/048	48,718	56,985						105,703
Workers Comp/Unemp									-
OIT	027	2,879							2,879
Current Expense/Rents/Dues/Trsf	020/026/049	128,817	83,331						212,148
Rent	022	21,198	73,369						94,567
Grants	072				245,122	2,414,579	216,998	4,320	2,881,019
Equipment	030		14,180						14,180
Debt Service / Land Acquisition	033	3,296		202,000					205,296
Travel	070/080	7,517							7,517
<b>Total Expenditures</b>		<b>1,228,532</b>	<b>262,765</b>	<b>202,000</b>	<b>245,122</b>	<b>2,414,579</b>	<b>216,998</b>	<b>4,320</b>	<b>4,574,316</b>
<b>Encumbrances</b>		<b>8,497</b>	<b>48,950</b>						<b>57,447</b>
<b>Total Decreases</b>		<b>1,237,029</b>	<b>311,715</b>	<b>202,000</b>	<b>245,122</b>	<b>2,414,579</b>	<b>216,998</b>	<b>4,320</b>	<b>4,631,763</b>
<b>Transfers</b>				492,156			(155,622)	(336,534)	-
<b>Ending Balance</b>		<b>1,195,271</b>	<b>95,468</b>	<b>334,849</b>	<b>115,109</b>	<b>(581,549)</b>	<b>58,939</b>	<b>104,604</b>	<b>1,322,691</b>
<b>Net Change in Fund Balance</b>									<b>(122,080)</b>

Unrefunded Gas Tax should have been allocated 1/3 Admin and 2/3 Grant. Correcting entry in FY 12 to transfer \$457,383 to Snow AU # 3556.

**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT (DRED)  
DIVISION OF PARKS AND RECREATION  
BUREAU OF TRAILS SUMMARY**

Description	Class	FY 2010							Total
		Admin 3414	Mnt 3558	Acquisition 3562	Snow		Wheeled		
					Equip 3484	Grant 3556	Grant 3486	Equip 3488	
<b>Beg Bal</b>		591,713	184,069	155,759	153,400	296,123	176,961	230,323	1,788,348
<b>Additions</b>									
<b>Revenues</b>									
Fees		664,438	224,922	47,148	261,045	1,344,472	259,296	117,870	2,919,191
Unrefunded Gas Tax		765,962							765,962
<b>Total Additions</b>		1,430,400	224,922	47,148	261,045	1,344,472	259,296	117,870	3,685,153
<b>Decreases</b>									
<b>Expenditures</b>									
Full Time Salaries	010	609,553							609,553
Overtime & Holiday	018/019	467							467
Part -Time Salaries	050	12,815	34,600						47,415
Benefits	060	283,481	3,969						287,450
<b>Total Salaries and Benefits</b>		906,316	38,569	-	-	-	-	-	944,885
Indirect Costs / AddFringe	041/042	21,964							21,964
Utilities	023	2,557	3,346						5,903
Maintenance	024/047/048	35,004	32,482						67,486
Workers Comp/Unemp									-
OIT	027	7,918							7,918
Current Expense/Rents/Dues/Trsf	020/026/049	48,467	67,105						115,572
Rent	022	49,752	59,281						109,033
Grants	072				444,518	1,735,786	236,474	7,200	2,423,978
Equipment	030	23,318	91,801						115,119
Debt Service / Land Acquisition	033	14,174		200,000					214,174
Travel	070/080	2,695							2,695
<b>Total Expenditures</b>		1,112,165	292,584	200,000	444,518	1,735,786	236,474	7,200	4,028,727
<b>Encumbrances</b>		5,003	6,020			538,404			549,427
<b>Total Decreases</b>		1,117,168	298,604	200,000	444,518	2,274,190	236,474	7,200	4,578,154
<b>Transfers</b>									-
<b>Ending Balance</b>		904,945	110,387	2,907	(30,073)	(633,595)	199,783	340,993	895,347
<b>Net Change in Fund Balance</b>									(893,001)

Unrefunded Gas Tax should have been allocated 1/3 Admin and 2/3 Grant. Correcting entry in FY 12 to transfer \$510,641 to Snow AU # 3556.

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT (DRED)  
DIVISION OF PARKS AND RECREATION  
BUREAU OF TRAILS SUMMARY

Description	Class	FY 2009							Total
		Admin 3414	Mnt 3558	Acquisition 3562	Snow		Wheeled		
					Equip 3484	Grant 3556	Grant 3486	Equip 3488	
Beg Bal		550,066	366,944	310,837	131,829	1,194,669	142,619	119,908	2,816,872
<b>Additions</b>									
Revenues									
Fees		401,961	244,476	44,922	299,715	2,103,070	247,569	112,305	3,454,018
Unrefunded Gas Tax		789,538							789,538
<b>Total Additions</b>		<b>1,191,499</b>	<b>244,476</b>	<b>44,922</b>	<b>299,715</b>	<b>2,103,070</b>	<b>247,569</b>	<b>112,305</b>	<b>4,243,556</b>
<b>Decreases</b>									
Expenditures									
Full Time Salaries	010	497,017							497,017
Overtime & Holiday	018/019	227							227
Part -Time Salaries	050	44,100	14,941						59,041
Benefits	060	261,622	1,143						262,765
<b>Total Salaries and Benefits</b>		<b>802,966</b>	<b>16,084</b>						<b>819,050</b>
Indirect Costs / AddFringe	041/042	40,223							40,223
Utilities	023	4,363	1,197						5,560
Maintenance	024/047/048	8,611	17,579						26,190
Workers Comp/Unemp									-
OIT	027	8,186							8,186
Current Expense/Rents/Dues/Trsf	020/026/049	171,597	80,595						252,192
Rent	022	44,569	73,699						118,268
Grants	072				278,144	2,988,080	213,227	1,890	3,481,341
Equipment	030	62,086	238,197	200,000					500,283
Debt Service / Land Acquisition	033	14,047							14,047
Travel	070/080	6,740							6,740
<b>Total Expenditures</b>		<b>1,163,388</b>	<b>427,351</b>	<b>200,000</b>	<b>278,144</b>	<b>2,988,080</b>	<b>213,227</b>	<b>1,890</b>	<b>5,272,080</b>
Encumbrances		48,533	88,664			25,508			162,705
<b>Total Decreases</b>		<b>1,211,921</b>	<b>516,015</b>	<b>200,000</b>	<b>278,144</b>	<b>3,013,588</b>	<b>213,227</b>	<b>1,890</b>	<b>5,434,785</b>
Transfers		13,536				(13,536)			-
<b>Ending Balance</b>		<b>543,180</b>	<b>95,405</b>	<b>155,759</b>	<b>153,400</b>	<b>270,615</b>	<b>176,961</b>	<b>230,323</b>	<b>1,625,643</b>
<b>Net Change in Fund Balance</b>									<b>(1,191,229)</b>

	A	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
1	STATE OF NEW HAMPSHIRE															
2	PROFIT AND LOSS SUMMARY BY PARK															
3	FISCAL YEAR 2011															
4		C+D+E			F-G		I-J			K-L		F+K	G+L		N-O or H+M	
6		Operations					Concessions					Grand Total				
7		Revenues				Expenses	Net	Concession Sales			Expenses	Net	Revenue	Expenses	Net	
8	PARKS FUND	Camping	Day Use	Other	Total			Sales	COGS	Net						
9	Large Parks															
10	Pawtuckaway	483,292	180,273	8,621	672,186	(353,256)	318,930	182,666	(88,753)	93,913	(36,264)	57,649	766,099	(389,520)	376,579	
11	White Lake	306,977	67,074	12,916	386,967	(225,021)	161,946	113,306	(51,934)	61,372	(24,233)	37,139	448,339	(249,254)	199,085	
12	Sunapee	16,796	139,237	68,625	224,658	(78,141)	146,517	60,700	(43,340)	17,360	(19,386)	(2,026)	242,018	(95,527)	146,491	
13	Ellacoya	126,395	79,384	21,413	227,192	(119,897)	107,295	28,530	(15,856)	12,674	(8,214)	4,460	239,866	(128,111)	111,755	
14	Umbagog	172,252	1,890	37,871	212,013	(118,451)	93,562	55,387	(27,848)	27,539	(18,932)	8,607	239,552	(137,383)	102,169	
15	Bear Brook	143,222	56,693	9,415	209,330	(153,700)	55,630	65,802	(29,971)	35,831	(18,357)	17,474	245,161	(172,057)	73,104	
16	Monadnock/Gilson Pond	70,632	335,926	6,097	412,655	(338,839)	73,816	61,640	(36,943)	24,697	(19,567)	5,130	437,352	(358,406)	78,946	
17	Wellington	9,433	118,820	14,494	142,747	(78,364)	64,383	23,381	(14,613)	8,768	(7,769)	999	151,515	(86,133)	65,382	
18	Greenfield	219,846	25,445	1,303	246,594	(218,713)	27,881	41,575	(18,135)	23,440	(13,080)	10,360	270,034	(231,793)	38,241	
19	Miller		61,330	28,308	89,638	(19,648)	69,990	165		165	-	165	89,803	(19,648)	70,155	
20	Crawford Notch	91,890		12,754	104,644	(102,951)	1,693	129,849	(81,008)	48,841	(35,148)	13,693	153,485	(138,099)	15,386	
21	Lake Francis	85,144	798	2,624	88,566	(73,835)	14,731	17,286	(6,673)	10,613	(4,789)	5,824	99,179	(78,624)	20,555	
22	Moose Brook	78,205	1,111	1,817	81,133	(52,388)	28,745	10,541	(11,179)	(638)	(2,489)	(3,127)	80,495	(54,877)	25,618	
23	Silver Lake		47,188	173	47,361	(49,928)	(2,567)	5,014	(1,378)	3,636	(6,887)	(3,251)	50,997	(56,815)	(5,818)	
24	Echo Lake	148	67,936	1,501	69,585	(45,323)	24,262	644	(611)	33		33	69,618	(45,323)	24,295	
25	Pillsbury	58,101	6,216	293	64,610	(47,574)	17,036	14,805	(6,475)	8,330	(7,871)	459	72,940	(55,445)	17,495	
26	Kingston		39,533	896	40,429	(32,243)	8,186	295	(259)	36	(58)	(22)	40,465	(32,301)	8,164	
27	Winslow		36,155	4,971	41,126	(20,088)	21,038						41,126	(20,088)	21,038	
28	Rollins		40,733	1,775	42,508	(25,502)	17,006						42,508	(25,502)	17,006	
29	Mollidgewock	45,178	175	60	45,413	(34,421)	10,992	3,126	(1,821)	1,305	(67)	1,238	46,718	(34,488)	12,230	
30	Wentworth		20,248	528	20,776	(24,966)	(4,190)						20,776	(24,966)	(4,190)	
31	Coleman	21,837		1,720	23,557	(36,394)	(12,837)	2,994	(2,105)	889		889	24,446	(36,394)	(11,948)	
32	Mt Washington			3,546	3,546	(264,944)	(261,398)				(115)	(115)	3,546	(265,059)	(261,513)	
33	Jericho			100	100	(25,372)	(25,272)						100	(25,372)	(25,272)	
34	Pisgah					(78,463)	(78,463)							(78,463)	(78,463)	
35	<b>Total Large Parks</b>	<b>1,929,348</b>	<b>1,326,165</b>	<b>241,821</b>	<b>3,497,334</b>	<b>(2,616,422)</b>	<b>880,912</b>	<b>817,706</b>	<b>(438,902)</b>	<b>378,804</b>	<b>(223,226)</b>	<b>155,578</b>	<b>3,876,138</b>	<b>(2,839,648)</b>	<b>1,036,490</b>	
36	Small															
37	Deer Mt	15,938		187	16,125	(10,355)	5,770	861	(1,042)	(181)		(181)	15,944	(10,355)	5,589	
38	Milan Hill	12,637	136	(188)	12,585	(17,249)	(4,664)	15	(18)	(3)	(55)	(58)	12,582	(17,304)	(4,722)	
39	Clough	20,670		(34)	20,636	(31,575)	(10,939)						20,636	(31,575)	(10,939)	
40	Wadleigh		3,175	2,963	6,138	(2,234)	3,904						6,138	(2,234)	3,904	
41	Chesterfield			100	100	(383)	(283)						100	(383)	(283)	
42	Mt Cardigan					(800)	(800)							(800)	(800)	
43	Beaver Brook					(492)	(492)							(492)	(492)	
44	Dixville					(675)	(675)							(675)	(675)	
45	Forest Lake					(3,491)	(3,491)							(3,491)	(3,491)	
46	Ahern					(320)	(320)							(320)	(320)	
47	Lake Tarleton					(2,205)	(2,205)							(2,205)	(2,205)	
48	Northwood Meadows			100	100	(724)	(624)						100	(724)	(624)	
49	<b>Total Small Parks</b>	<b>49,245</b>	<b>3,311</b>	<b>3,128</b>	<b>55,684</b>	<b>(70,503)</b>	<b>(14,819)</b>	<b>876</b>	<b>(1,060)</b>	<b>(184)</b>	<b>(55)</b>	<b>(239)</b>	<b>55,500</b>	<b>(70,558)</b>	<b>(15,058)</b>	

	A	C	D	E	F	G	H	I	J	K	L	M	N	O	P		
1	STATE OF NEW HAMPSHIRE																
2	PROFIT AND LOSS SUMMARY BY PARK																
3	FISCAL YEAR 2011																
4		C+D+E			F-G			I-J			K-L		M+K		G+L		N-O or H+M
6		Operations						Concessions					Grand Total				
7		Revenues				Expenses		Concession Sales			Expenses		Revenue		Expenses	Net	
8	PARKS FUND	Camping	Day Use	Other	Total	Expenses	Net	Sales	COGS	Net	Expenses	Net	Revenue	Expenses	Net		
50	Franconia State Park																
51	Flume		1,651,597	20,218	1,671,815	(455,615)	1,216,200	341,422	(243,850)	97,572	(45,575)	51,997	1,769,387	(501,190)	1,268,197		
52	Lafayette	269,494		10,216	279,710	(88,840)	190,870	95,520	(49,547)	45,973	(18,039)	27,934	325,683	(106,879)	218,804		
53	Franconia Notch	100		54,887	54,987	(65,347)	(10,360)			-	(62)	(62)	54,987	(65,409)	(10,422)		
54	Total Franconia SP	269,594	1,651,597	85,321	2,006,512	(609,802)	1,396,710	436,942	(293,397)	143,545	(63,676)	79,869	2,150,057	(673,478)	1,476,579		
55	Administration																
56	Misc	(5,589)	32,582	14,453	41,446	(310,105)	(268,659)		(10,073)	(10,073)	37,913	27,840	31,373	(272,192)	(240,819)		
57	Supply Depot				-	(20,483)	(20,483)		(1,080)	(1,080)	(158)	(1,238)	(1,080)	(20,641)	(21,721)		
58	DD&M				-	(751,691)	(751,691)			-		-	-	(751,691)	(751,691)		
59	Admin & Reservations				-	(1,156,947)	(1,156,947)			-		-	-	(1,156,947)	(1,156,947)		
60	WC/UNEMP				-	(278,767)	(278,767)			-		-	-	(278,767)	(278,767)		
61	Total Administration	(5,589)	32,582	14,453	41,446	(2,517,993)	(2,476,547)	-	(11,153)	(11,153)	37,755	26,602	30,293	(2,480,238)	(2,449,945)		
62	Regional																
63	Central			4,250	4,250	(179,921)	(175,671)			-		-	4,250	(179,921)	(175,671)		
64	Great North Woods				-	(221,190)	(221,190)			-	(9)	(9)	-	(221,199)	(221,199)		
65	South				-	(59,710)	(59,710)			-		-	-	(59,710)	(59,710)		
66	Seacoast				-	(190,646)	(190,646)			-	(24)	(24)	-	(190,670)	(190,670)		
67	Total Regional	-	-	4,250	4,250	(651,467)	(647,217)	-	-	-	(33)	(33)	4,250	(651,500)	(647,250)		
68	Seacoast																
69	Hampton Beach RV	251,753	394,699	10,331	656,783	(274,092)	382,691	57,708	(37,015)	20,693	(20,141)	552	677,476	(294,233)	383,243		
70	Wallace Sands		258,284	1,752	260,036	(107,583)	152,453	96,641	(59,021)	37,620	(25,386)	12,234	297,656	(132,969)	164,687		
71	Odiome Pt State Park		104,302	1,673	105,975	(176,419)	(70,444)			-		-	105,975	(176,419)	(70,444)		
72	Rye Harbor State Park		11,225	1,304	12,529	(2,012)	10,517			-		-	12,529	(2,012)	10,517		
73	Seashell Complex			1,743	1,743	(156,678)	(154,935)			-		-	1,743	(156,678)	(154,935)		
74	Hampton Lifeguard				-	(224,040)	(224,040)			-		-	-	(224,040)	(224,040)		
75	North Hampton				-	(20,375)	(20,375)			-		-	-	(20,375)	(20,375)		
76	Jenness				-	(31,563)	(31,563)			-		-	-	(31,563)	(31,563)		
77	Mnt				-	(73,814)	(73,814)			-		-	-	(73,814)	(73,814)		
78	Total Seacoast	251,753	768,510	16,803	1,037,066	(1,066,576)	(29,510)	154,349	(96,036)	58,313	(45,527)	12,786	1,095,379	(1,112,103)	(16,724)		
79	Historic Sites																
80	Frost Farm		513		513	(3,411)	(2,898)			-		-	513	(3,411)	(2,898)		
81	Weeks		20	200	220	(615)	(395)			-	(154)	(154)	220	(769)	(549)		
82	Wentworth Coolidge		(200)	200	-	(16,834)	(16,834)			-	(675)	(675)	-	(17,509)	(17,509)		
83	Rhodendron			732	732	(206)	526			-		-	732	(206)	526		
84	Hannah Dustin				-	(29)	(29)			-		-	-	(29)	(29)		
85	Ft Stark				-	(172)	(172)			-		-	-	(172)	(172)		
86	Webster				-	(668)	(668)			-		-	-	(668)	(668)		
87	Total Historic	-	333	1,132	1,465	(21,935)	(20,470)	-	-	-	(829)	(829)	1,465	(22,764)	(21,299)		
88	Grand Total	2,494,351	3,782,498	366,908	6,643,757	(7,554,698)	(910,941)	1,409,873	(840,548)	569,325	(295,591)	273,734	7,213,082	(7,850,289)	(637,207)		
89	Other Funds																
90	Hampton Meters			1,539,929	1,539,929	(689,517)	850,412			-		-	1,539,929	(689,517)	850,412		
91	Cannon Operating			5,915,097	5,915,097	(4,993,214)	921,883	1,599,808	(386,441)	1,213,367	(839,315)	374,052	7,128,464	(5,832,529)	1,295,935		
92	Cannon Capital			565,557	565,557	(475,460)	90,097			-		-	565,557	(475,460)	90,097		
93	Mount Washington			644,440	644,440	(574,940)	69,500	830,000	(329,358)	500,642		500,642	1,145,082	(574,940)	570,142		

	A	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
1	STATE OF NEW HAMPSHIRE															
2	PROFIT AND LOSS SUMMARY BY PARK															
3	FISCAL YEAR 2011															
4		C+D+E			F-G		I-J			K-L		F+K		G+L		N-O or H+M
6		Operations					Concesssions					Grand Total				
7		Revenues				Expenses	Net	Concesssion Sales			Expenses	Net	Revenue	Expenses	Net	
8	PARKS FUND	Camping	Day Use	Other	Total			Sales	COGS	Net						
94	General Fund Transfer			321,102	321,102			-					321,102		321,102	
95	Total Other Funds	-	-	8,986,125	8,986,125	(6,733,131)	2,252,994	2,429,808	(715,799)	1,714,009	(839,315)	874,694	10,700,134	(7,572,446)	3,127,688	
96	Grand Total - All Funds	2,494,351	3,782,498	9,353,033	15,629,882	(14,287,829)	1,342,053	3,839,681	(1,556,347)	2,283,334	(1,134,906)	1,148,428	17,913,216	(15,422,735)	2,490,481	



STATE OF NEW HAMPSHIRE  
SUPREME COURT

FIS 13 105

LINDA STEWART DALIANIS  
CHIEF JUSTICE

N.H. SUPREME COURT  
ONE CHARLES DOE DRIVE  
CONCORD, N.H. 03301  
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March 29, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House, Room 102  
Concord, NH 03301

Dear Chairman Wallner:

Pursuant to Chapter 223: 11, II, Laws of 2011, I am pleased to provide the Fiscal Committee with the eighth quarterly Report on Implementation of Recommendations contained in the Judicial Branch Innovation Commission Report.

I would like to bring to your attention a few highlights of this report:

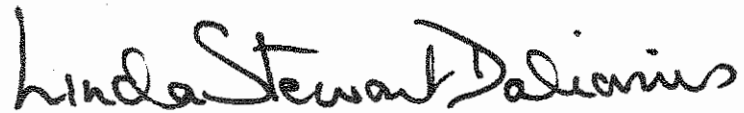
1. All judges previously appointed to the district court and the probate court have been certified by the New Hampshire Supreme Court to sit in the courts of their original appointment. The Circuit Court is conducting training sessions to certify judges in other divisions.
2. The videoconferencing project is complete except that we continue to work with Hillsborough County officials to arrange for equipment installation in the Hillsborough County House of Corrections, we have a few upgrades to complete, and we have a few end-of-project issues to conclude.
3. The Superior Court will begin participating in the judicial branch call center in September 2013.
4. The Superior Court purchased a jury management software product and we plan to go live in the first quarter of fiscal year 2014.
5. In connection with the New Hampshire e-Court Project, we have issued an RFP, selected preferred vendors, and are currently in contract negotiations. Phase I of this project will include construction of the infrastructure necessary for e-Court throughout New Hampshire courts and will begin with small claims e-filing this summer.

The Honorable Mary Jane Wallner  
March 29, 2013  
Page 2

We continue to be very proud of the success of our efforts to change the way the courts operate to make access to justice in New Hampshire more affordable and more efficient.

As always, I would be happy to meet with you to discuss Innovation Commission accomplishments and projects still underway.

Sincerely,

A handwritten signature in black ink that reads "Linda Stewart Dalianis". The signature is written in a cursive, flowing style.

Linda Stewart Dalianis  
Chief Justice

**N. H. Judicial Branch  
Quarterly Report  
To The  
Fiscal Committee of the General Court  
On  
Implementation of Recommendations Contained  
in  
The Judicial Branch Innovation Commission  
Report**

**April 1, 2013**

## Circuit Court Report

The Circuit Court Quarterly Report will summarize changes that occurred since the report dated January 1, 2013. Reference will be made to the previous reports where appropriate for relevant information and ease of reading. As in the previous report, it is organized according to the recommendations made by the Judicial Branch Innovation Commission, adopted by the Supreme Court, and presented to the legislature during the last session.

### **Recommendation #1: Establish the Circuit Court by Unifying the Probate Courts, District Courts and Family Division**

This recommendation was fully achieved and implemented with the passage of Chapter 88, Laws of 2011, effective July 1, 2011. (See Quarterly Report dated July 1, 2011).

### **Recommendation #2: Judicial Restructuring for Circuit Court**

One of the major changes made with the implementation of the circuit court is the ability of judges to be certified to preside over cases in divisions other than their original appointment, for example, a probate judge can be certified by the Supreme Court to sit in the district and/or family divisions. The Supreme Court has now certified all full-time district division and probate division judges to hear cases which they formerly heard with their initial appointment, prior to implementation of the family division. For example, full-time probate court judges heard minor guardianships and termination of parental rights cases and district court judges heard juvenile matters (abuse/neglect and delinquency) and domestic violence cases. This limited certification has proven to give our clerks more flexibility in case scheduling.

As reported in previous quarterly reports, we have held a number of training sessions in an effort to certify judges into other divisions. The crowded dockets and limited judges to backfill courts have made it difficult to schedule numerous trainings. We also have to provide ongoing training for judges who are already certified, to keep them up to date on new laws and procedures. There are a number of judges who have sought certification in the probate division. We developed a two-day curriculum for this division and have the second day of training scheduled on May 17, 2013, after which we will request the Supreme Court to certify those judges who have attended both training days. All trainings are mandatory for all newly appointed judges and optional for existing judges who seek certification in other divisions. As it presently stands, the New Hampshire Judicial Branch budget has zeroed out the line for education for the next two fiscal years, which will make it very difficult to provide educational programs for not only judges, but staff as well, beyond July 1st.

In our last report, we reported that Fiscal Committee had approved the conversion of four master positions at its November 8, 2012 meeting. These included the three masters who left the system in September at the expiration of their terms and a fourth who was nominated and confirmed as a circuit court judge. As of the last report, it was our hope, and expectation, that the new Governor would quickly move to fill these four positions. Since then, of course, we have moved forward with putting the FY2014-2015 budget together. Included in our budget were three (3) of those converted full-time judicial positions. With the Governor's "back of the budget" cuts, we have been forced to remove these positions from the budget. In total, there are nine (9) full-time judicial vacancies existing in the circuit court today, and an additional seven (7) part-time vacancies.

Heading in to the next fiscal year, we continue to schedule all divisions of the circuit court at 80% of the days needed to adjudicate our caseload, based on the weighted caseload statistics. This translates to 10,185 judge days for calendar year 2013. In addition to full schedules for our 30 full-time judges, we currently have 21 part-time judges who are paid on a salary and/or per diem basis. Most of these judges have been assigned the maximum number of days that they are able or willing to sit. We presently know of five upcoming retirements of full-time judges in the next ten months, one in April, two in May, one in December and one in January 2014. There may be others. In the event that the Governor does not make appointments to coincide with these retirements, we will have to further reduce our scheduling plans to less than the current 80% schedules. We have communicated these issues to the Governor's office and hope that appointments will be made to avoid further scheduling reductions.

### **Recommendation #3: Management Restructuring for Circuit Court**

See Quarterly Report dated October 1, 2011.

### **Recommendation #4: Transfer Jurisdiction over Speed and Other "Plea by Mail" Cases to the Department of Safety**

The mandatory pre-trial process proposed by the circuit court after a plan to transfer all plea by mail cases to the jurisdiction of the Department of Safety Hearings Office proved to be too expensive (See July 1, 2011 Quarterly Report), has now been fully implemented in all circuit court locations.

Since the inception of this project, approximately 60% of the cases involved have resolved in a plea at the pre-trial conference without the need for a trial. In about 20% of the cases, the defendants failed to appear at the pre-trial resulting in an administrative finding of guilty without the need for a trial. This means that a total of 80% of the more than 25,000 cases that under the old process would have been referred to the court for trial, were resolved without the

need to subpoena a state witness or schedule a trial. This represents a significant savings to the state of New Hampshire as well as local law enforcement. The Department of Safety reports that it has saved more than 50% of its overtime budget as a result of this project. The New Hampshire courts have saved a significant number of trial days as a result of this project.

#### **Recommendation #5: Establish a Circuit Court Call Center**

Since call center implementation began in January 2012, call center representatives have logged 18,096 hours on the phone and have handled 496,716 calls. When converted to 7.5 hour workdays this equals 2412 days of additional, and largely uninterrupted, processing time.

The call center is currently staffed by 16 full-time and 12 part-time call center representatives. Staffing is currently adequate to handle current daily call volume which is on average 2,462 calls per day (the daily average for February 2013). Each call center representative currently handles an average of 118 calls per day which is in line with the 113 call per day average used when establishing the initial number of staff needed in the call center. Average daily call volume is monitored and reports are run weekly to ensure that adequate staffing levels are maintained.

Comments from attorneys and others have been positive about the service provided by the call center. Many have noted the kind and professional manner in which inquiries are handled. Attorneys appreciate the ability to call and obtain information statewide without the need to call multiple locations.

In January 2012, the Circuit Courts transitioned to a single toll free telephone number for all Circuit Courts. Calls to the new number are received by the call center. In order to ensure a smooth transition, the old court phone numbers were kept in place until mid-March. These numbers are in the process of being disconnected. Callers who use these numbers will reach a recorded message instructing them to call the new toll free number. The call center software was modified to accommodate the new toll free number. The single number has simplified telephone access to court information and will result in considerable savings in telephone charges for the Circuit Court.

A committee tasked with identifying call center redundancy needs and developing contingency plans continues its work to ensure that any interruption in telephone access to the courts is short lived and quickly remedied.

The Superior Court plans to join the call center in September of 2013. Circuit Court and Superior Court administrative judges and staff are working collaboratively to ensure that information resources are developed in advance of the September date targeted for the first Superior Courts to join the call center.

### **Recommendation #6: Establish a Circuit Court Central Filing Center**

See Quarterly Reports dated July 1, 2011 and October 1, 2011 for background information on this innovation, and the April 2012 for an update.

### **Recommendation #7: Establish Specialized Case Processors**

As explained in prior reports, we continue to realize expected efficiencies through the use of specialized case processing whether that work is done during quiet evening shifts or done by part-time staff separated from the busy clerk's office area and are confident that specialized case processing will be part of the circuit court staffing plans for the foreseeable future.

### **Recommendation #8: Implement Videoconferencing and Other Practices to Reduce the Amount of Time Spent Traveling and the Cost of Travel**

We have used the capital appropriation to install new videoconferencing equipment or to upgrade existing videoconferencing equipment in four houses of correction, in 26 courthouses, and in one state prison site. In addition, we have furnished equipment to Cheshire County and Strafford County so those counties will have two sets of video equipment.

The remaining work continues in this project:

1. Valley Street Jail – we are developing videoconferencing protocols, at the request of Hillsborough County officials.
2. The Sununu Youth Development Center – we are working with new YDC officials to install videoconferencing equipment, at their request.
3. Judicial Branch Trial Court Center – we will install videoconferencing equipment so hearings can be conducted from that site.
4. Derry, Hampton, and Portsmouth Circuit Courts – we are updating aging videoconferencing equipment at these three court sites.
5. Multi-Point Videoconferencing – we are purchasing software licenses that will permit multi-point videoconferencing so that hearings can be conducted among three sites at one time.

### **Recommendation #9: Virtual Information Center/Increased Use of Web-Based Information Concept**

See July 1, 2011 Quarterly Report

### **Recommendation #10: Expansion of the Family Division Dictation Center**

This recommendation has been fully implemented. See January 1, 2012 Quarterly Report.

The dictation center is now utilized by all three divisions within the circuit court. Judges and marital masters dictate court orders over the phone. Those orders are typed at a central location. The judicial officers receive the word-processed order by email within minutes or hours in most cases. This service frees up court staff and judges to work on other business while the orders are efficiently prepared in a central location.

This year we anticipate the efficient preparation of approximately 8,000 orders through our centralized dictation center.

**Recommendation #11: Transfer of Adjudication of Certain Case Types to Judicial Referees**

See Quarterly Report dated October 1, 2011

**Recommendation #12: Transfer/Centralize/Privatize Fine Collection**

See Quarterly Report dated July 1, 2011

**Recommendation #13: Elimination of Certain Jurisdiction Capable of Adjudication by Non-Judicial Forums**

See Quarterly Report dated July 1, 2011

**Recommendation #14: Create Public Access to Court Records**

See Quarterly Report dated July 1, 2011



## Superior Court Report

The Superior Court Quarterly Report will summarize changes that occurred since the report dated January 1, 2013. Reference will be made to the previous report where appropriate for relevant information and ease of reading. As in the previous report, it is organized according to the recommendations made by the Judicial Branch Innovation Commission, adopted by the Supreme Court and presented to the legislature during the last session.

### **Recommendation #1 – Consolidation of Management of Six Smaller Superior Courts and Reclassification of Clerk Compensation.**

Court Management Consolidation in Smaller Courts: The consolidation of management in the six smaller Superior Courts has been achieved and implemented with anticipated yearly savings of approximately \$302,303. (See Quarterly Report dated July 1, 2011.)

Clerk Compensation: There have been no permanent clerks hired during this period so no adjustment has been made to clerk salaries. Because the e-Court project has required the significant dedication of staff resources to analyze current business practices, make recommendations for new and streamlined court organization, and work with outside consultants to ensure the success of the project, we have dedicated the Carroll County/Belknap clerk to this important project. As a result, we have hired a part-time, temporary clerk to assume the duties in Belknap County until the e-Court project planning is complete.

Consolidation of Hillsborough No and Hillsborough So: This recommendation was not part of the original report but was a plan developed during the first quarter after the report. (See Quarterly Report dated July 1, 2011.) As a result of the accelerated Circuit Court plan, the Nashua District division, the probate division and the family division have moved into the Spring Street courthouse in Nashua. Because the new Manchester Superior Court building is now open and has the potential for 8 courtrooms, the Chief Justice determined that an efficient use of staff and space could be achieved by consolidating the Hillsborough South and North Superior Court locations. If adopted by the Legislature, and after full implementation over time, consolidation would have achieved approximately \$300,000.00 in savings. Anticipated savings would have come from the reorganization of our staffing model and reduced security costs. In addition, by consolidating staff, we would have expected to be more able to implement some initiatives currently in use in the Circuit Court, including cross training for a front office/back office staffing model. Unfortunately, the House voted to defeat this consolidation, and we have indicated to the business community in Nashua that we would not attempt consolidation in the future.

## **Recommendation #2 – Division of Case Processing-Customer Service Functions of Workforce**

Front Office/Back Office: After viewing the Circuit Court Call Center in operation, we have decided to focus our efforts on increasing efficiencies in this area by exploring adding the Superior Court to the Call Center. (See below)

Public Access Computers: The pilot plan was put on hold because of legislation that would change the information we must provide the public in annulled cases. (See Quarterly Report dated July 1, 2011.) Legislation was passed last session to clarify the public information that will be available and we have requested a quote from our case management system's company of the cost to create a program that would allow us to give the public access to annulled cases in the manner proscribed by the bill. We are awaiting the quote for that programming request before moving forward with this project, and we are awaiting a new legislative effort to repeal the requirement that annulments be public.

Call Center: Although the Innovation Commission report limited this recommendation to the Circuit Court, we have conducted some preliminary studies that suggest the Superior Court could achieve greater efficiency by implementing the Call Center as well. During the previous quarter, we have determined that approximately two thirds of non-jury-related calls currently handled in each court location can be handled centrally at an expanded call center. Early calculations show that the Superior Court receives approximately 800 calls per day and that the diversion of 65% of these calls to the Call Center may permit us to achieve some savings over time, and will allow the staff at the court locations to more efficiently and effectively provide services to the public.

Since our last report, we continue to meet weekly with the IT division of the AOC, as well as with the circuit court administrator and the manager in charge of the circuit court call center. Policy matters are resolved in monthly meetings with the circuit court administrative judges and administrators. We have outlined and discussed the call center software changes that need to be made with the software company that created the call center software currently in place. Contract negotiations have commenced with the software company. We are continuing to develop the written information necessary to prepare call center staff to answer superior court procedural questions.

We recently hired an internal employee as a temporary court services representative to help us resolve uniformity issues regarding placement of information into our case management system. All court staff must put case data into our system in the same way so our call center agents know where to locate the information needed to answer callers' questions.

We expect the Call Center to begin rolling out in the Superior Court later this fall, beginning with Hillsborough South and Carroll Counties.

### **Recommendation #3 – New Jury Management System**

Since our last report, a group has been selected to explore our jury system needs, look into the types of jury systems currently available, and facilitate electronic applications to make the system more responsive to jurors. The group has been meeting since January and has determined system requirements and done a walk-through of these requirements with all clerks and jury clerks, reached out to other states and reviewed three jury management systems that are in place elsewhere, and given input into the ROI. A project timeline has been developed and a functional design and system design is now complete. An RFP was issued in October and vendor demonstrations took place in December 2012.

In July, the Joint Fiscal Committee authorized the expenditure of \$500,000 to purchase the jury management software, and in August 2012 Governor and Council approved the request. The high-level requirements are complete and an additional walk-through, with judges, clerks and jury clerk staff was conducted in the summer of 2013.

Since our last report, we have selected a vendor and are in the process of drafting a final contract. We expect the new jury management software to be in place this summer.

### **Recommendation #4 – Increased Use of Part Time Employees**

We continue to fill vacancies created when full time employees leave with part time employees when possible and appropriate. We have hired one part-time employee during this quarter. The use of part time employees can be challenging in the northern parts of the state.

## Information Technology – e-Court

The IT Sub-Committee of the Innovation Commission recommended that New Hampshire courts abandon current paperbound processes in favor of digital documents, records, and processes. The project is called NH e-Court Project and envisions conducting transactions electronically as seamless interfaces to our current case management systems, Odyssey in the trial courts and LT Court Tech in the Supreme Court.

### **Budget**

The original budget of \$1,951,000 has a remaining balance of \$1,281,517. Funds have been spent to date for consulting services in the areas of rules review, project management, legal/RFP assistance, enterprise technical architecture and business requirements development.

Expenditures for hardware and software are expected to begin when the primary software and configuration vendors are hired as a result of the RFP. This is scheduled to begin in April 2013.

Expenses are tracking within the original budget plan. However, continued evaluation and projections for budget needs for the pilot project phase and entire project continue to indicate the remaining funds will likely not be adequate for the pilot project phase, as we expected when funds we requested were not granted for FY13. We continue to closely monitor remaining FY12 fund expenditures as we analyze new financial projections of need utilizing recently submitted and evaluated vendor bids as we enter the contract negotiations phase.

### **Organization**

The weekly status meetings continue and remain well attended by the Chief Justice and other senior members of the NHJB.

Due to the limited funding and our efforts to preserve remaining funds for the upcoming purchase of software and configuration services, we have discontinued the services of our lead project manager consultant. In his place, we have engaged our Chief Technology Officer to manage the project directly and hired a secondary project manager resource using existing position funds as to not affect the NH e-Court funding stream. This represents a significant cost savings for the project.

## **Outside Stakeholders**

External stakeholders and interested parties continue to attend periodic project status meetings, every four to six months.

Our most recent public session was held on February 5, 2013 when approximately 50 business partners attended. In October 2012, stakeholders attended a meeting to review our project status and our High Level Project Business Requirements where we solicited feedback and additions to this important project foundational document. In November, pilot project focused stakeholder attorneys attended a session to review the Business Requirements and vision for our inaugural implementation which is the Small Claims case type.

## **Consultants**

Due to budget constraints, we have discontinued use of a consultant project manager. We continued diminished use of a National Center for State Courts consultant as another cost cutting measure. We made modest investments in legal and RFP assistance from consultants to ensure our procurement process is well defined and protects our business interests in our process of software and configuration/integration services procurement.

Use of an Enterprise Architect was not necessary in the quarter as the initial architecture design is completed as scheduled. The Business Requirements consultant has been signed to a new contract to provide ongoing quality assurance consulting services. This resource reinitiated work on February 25<sup>th</sup> as a quality control subject matter expert and will perform best practice industry research and analysis, test plan development and software acceptance testing, among other tasks.

The December 2012 RFP release and evaluation of bids has yielded two software and cloud computing services vendors with whom we are entering contract negotiations. The contracts are expected to be signed in April.

## **In-House IT Resources**

In-house IT resource positions have been filled with the exception of one. That position is being left in reserve and is expected to be cut should any NHJB-wide budget cuts be necessary heading into the new biennium.

## **Cost Savings**

This project has yielded no savings to date. Savings will begin to accrue in the out years of the project when efficiencies are realized.

## **Successes and Challenges**

### Major Deliverables Completed:

- An Implementation Plan was developed this quarter.
- Bids from our primary project software and services procurement were evaluated. Winning vendors have been preliminarily selected. Contract negotiations have begun.

A revised budget was developed for Capital Budget funding estimates as well as annual operating expenses.

### Technical Developments

We continue to research Cloud computing opportunities, NH e-Court filer and public access point options, and NHJB peripheral device topologies to facilitate full electronic access to case processing by NHJB judges and case processors to maximize efficiency.

We continue to define a strategy for automated filings from law firms and agency business partners through a standard interface to eliminate duplicate data entry between e-Court and local case management systems. This feature is not part of the Small Claims pilot project phase.

## Administrative Office of the Courts Report

### **Recommendation #1: Review of Administrative Office of the Courts**

The National Center for State Courts delivered its final report. Administrative Office of the Courts managers are addressing report suggestions.

### **Recommendation #2: Update Judicial Branch Human Resources and Payroll Administration Systems**

This administrative systems reengineering project continues, relying on LEAN principles to guide development of a streamlined and efficient human resources and payroll administrative systems process. During the quarter, we have:

1. Delivered three project iterations on time;
2. successfully populated our new system with real employee "work schedules" and "reports to" data that was previously not available centrally;
3. successfully completed coding and testing of the "home page" user interface;
4. developed, coded and successfully tested an expanded Employee Search functionality to include prior name;
5. created a placeholder for the NH First Employee ID that will enable the easy transfer of information from ASAP to NH First without the use of Social Security Number as the identifier;
6. continued to expand and populate our new system with real data from conversion scripts;
7. continued to code and test "leave usage rules" which will ensure compliance with our Personnel Rules;
8. continued to develop end user reporting capabilities;
9. begun to develop and code Family Medical Leave Act (FMLA) notification, FMLA leave designation, Worker's Compensation leave designation, American's with Disabilities (ADA) leave designation;
10. begun to develop and code Bargaining Unit Membership level designation;
11. begun to develop and code Position History functionality; and
12. begun to develop and code Employee History functionality.

### **Recommendation #3: Review of Administrative Office of the Courts Auditing/Accounting Functions**

This LEAN task has been suspended to provide the new fiscal manager the opportunity to become better acquainted with our auditing/accounting processes and staff. It will resume as soon as possible.

**Recommendation #4: Review Administrative Office of the Courts  
Information Technology Department**

Work on recommendations for improvements in the IT department continues, under the leadership of Chief Technology Officer Peter Croteau.



## Supreme Court Recommendations

Although the commission's work did not include consideration of Supreme Court operations, the Supreme Court reviewed its own operations and made recommendations for possible changes (which were included as Appendix A of the Innovation Commission report). The following is a report on the status of these recommendations.

### **Supreme Court Recommendation # 1 – Joining the Circuit Court Shared Service Centers for Back Office Activity**

The Circuit Court Call Center began operations in January 2012. The Call Center's operations may be expanded to include the Superior Court later this year. After this expansion, the Supreme Court will explore whether the Call Center's operations should be expanded to include some Supreme Court operations.

### **Supreme Court Recommendation #2 – Develop an Interface between Odyssey and Supreme Court CMS**

The judicial branch is currently developing a plan to implement e-filing and e-processing throughout the court system. The issue of how the case management systems of the trial court and the Supreme Court should be integrated will be addressed during this process.

### **Supreme Court Recommendation #3 – Explore Possibility of Establishing a Single Bar Admission Operation for New Hampshire, Maine and Vermont**

The court intends to explore opportunities for increased cooperation with Maine and Vermont relating to bar admissions.

In 2012, the court established an Office of Bar Admissions. This office handles all functions related to bar admissions, some of which had been performed by court staff. The office is supported by fees paid by bar applicants.

### **Supreme Court Recommendation #4 – Consider Consolidation of Concord Located Law Libraries**

The court has had discussions with the University of New Hampshire School of Law library about increased cooperation between the libraries. Although no decisions have been made, the discussions have been very promising and will continue.



# State of New Hampshire

FIS 13 113

DEPARTMENT OF ADMINISTRATIVE SERVICES  
OFFICE OF THE COMMISSIONER  
25 Capitol Street – Room 120  
Concord, New Hampshire 03301

LINDA M. HODGDON  
Commissioner  
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April 1, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General court  
State House  
Concord, New Hampshire 03301

## Informational Item

Pursuant to Chapter 224:206, Laws of 2011, this informational item is being presented to the Fiscal Committee in compliance with Chapter 224:206, II, for the period ending March 31, 2013.

## Explanation

Chapter 224:206 reads as follows:

206 Freeze of Executive Branch Hiring, Purchases, and Out-of-State Travel.

"I. Except as provided in paragraph II, all full-time classified and unclassified employees positions funded in whole or in part by the general fund which are vacant on July 1, 2011 of become vacant after that date shall remain vacant until June 30, 2013 with the exception of direct care, custodial care, and law enforcement positions. The appropriation for each such position shall lapse to the salary adjustment fund under RSA 99:4 and employee benefit adjustment account under RSA 9:17-c, as applicable. No general fund moneys appropriated for class 30 equipment or appropriated for out-of-state travel shall be expended or encumbered on or after July 1, 2011.

II. Individual exceptions to any of these provisions may be requested by any department in writing to the governor. Any exception granted by the governor shall be transmitted to the fiscal committee of the general court at its next meeting."

Governor Margaret Wood Hassan has delegated her waiver-granting authority to a committee consisting of Gerard Murphy, the Governor's Budget Director; Linda Hodgdon, Commissioner, Department of Administrative Services; Robert M. Beaulac, Senior Business Supervisor, Department of Administrative Services-Budget Office; and Karen Hutchins, Director of Personnel, Department of Administrative Services (personnel waivers only).

The attached documentation provides detail of the exceptions to Chapter 224:206, I, which have been granted through the Office of the Governor. The period covered is from July 1, 2012 through March 31, 2013. The intent of the committee is to inform the fiscal committee of the general court at the next meeting after a waiver has been granted; however based on other deadline requests of HB-2 along with limited personnel resources available to compile this report, this item covers the period of July 1, 2012 through March 31, 2013.

Sincerely,

Linda M. Hodgdon  
Commissioner

Department of Administrative Services  
 Budget Office  
**Waiver Summary Fiscal Year 2013**  
 Chapter 224:206, Laws of 2011  
 For the period July 1, 2012 through March 31, 2013

<u>POSITIONS</u>		FY 2013 General Fund Dollar Value
Total General Fund Appropriation Available (1), (2)	<b>ESTIMATED</b>	\$ 10,892,534
Anticipated cost of waivers approved	Classified	\$ 7,332,831
	Unclassified	\$ 258,571
Remaining Balance		\$ 3,301,132

<u>EQUIPMENT</u>		
Total General Fund Appropriation Available		\$ 1,889,092
Anticipated cost of waivers approved		\$ 980,165
Remaining Balance		\$ 908,927

<u>OUT OF STATE TRAVEL</u>		
Total General Fund Appropriation Available		\$ 492,307
Anticipated cost of waivers approved		\$ 73,556
Remaining Balance		\$ 418,751

<b>TOTAL REMAINING APPROPRIATION</b>	<b>\$ 4,628,810</b>
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(1) This does not reflect the reductions that will be occurring from back of the budget cuts or other personnel savings which may become necessary.

(2) Many of the positions are in recruitment so actual salary & benefit costs may be different than shown. Salary and Benefit amounts consist of actual amounts through 3/31/13 with estimated amounts through 6/30/13.

(3) This amount does not reflect the addition of available appropriation which will be derived as the result of positions which become vacant after July 1, 2012.

(4) Chapter 224:206, Laws of 2011 only requires the reporting of class 030-Equipment funds. The committee has chosen to include requests for equipment which are appropriated in class 037-Technology Hardware and class 038-technology Software. When a request to use class 037 or 038 appropriations are approved, the approved general fund amount is included in the 'Total General Fund Appropriation Available' starting balance.

Department of Administrative Services - Budget Office  
 For the Period July 1, 2011 through March 31, 2013  
 Approved Position Waiver Detail for FY'2013  
 Chapter 224.206, Laws of 2011

Agency	Position #	Position Description	Waiver #	FY'2013 Estimated General Fund Salary	FY'2013 Estimated General Fund Benefits	FY'2013 Estimated General Fund Total
<b>Executive Office</b>						
002	41157	Clerk/Secretary II	H-13-085	7,059	6,207	13,266
Agency Total:				7,059	6,207	13,266
<b>Department of Information Technology</b>						
003	12483	Tech Support Specialist VI	H-12-101	13,444	4,918	18,362
	20038	Tech Support Specialist I	H-12-102	14,538	7,968	22,506
	10249	Systems Development Specialist V	H-12-103	17,622	9,090	26,712
	16160	Tech Support Specialist VI	H-13-007	10,923	5,078	16,001
	41134	Tech Support Specialist IV	H-13-008	12,484	8,428	20,912
	41143	Systems Development Specialist V	H-13-023	29,052	13,057	42,109
	10516	Tech Support Specialist V	H-13-024	15,454	9,271	24,724
	10495	Systems Development Specialist IV	H-13-031	11,386	7,013	18,399
	12494	Tech Support Specialist IV	H-13-042	12,966	4,688	17,654
	12315	Tech Support Specialist III	H-13-043	13,980	7,784	21,765
	30366	Tech Support Specialist I	H-13-044	4,588	1,728	6,317
	42513	Tech Support Specialist II	H-13-045	9,382	3,497	12,879
	40601	Tech Support Specialist IV	H-13-046	16,043	10,084	26,127
	41148	Tech support Specialist VI	H-13-047	14,956	9,208	24,164
	11131	Finance Assistant	H-13-076	7,349	7,312	14,661
	41147	Tech Support Specialist IV	H-13-077	23,863	8,833	32,696
	12429	IT Manager V	H-13-078	9,198	4,064	13,262
	41113	Business Systems Analyst II	H-13-079	21,846	4,291	26,137
	42505	Systems Develop. Specialist VI	H-13-080	21,127	9,454	30,581
	12411	Systems Development Specialist IV	H-13-081	12,265	4,810	17,075
	30069	Tech Support Specialist II	H-13-128	4,717	2,948	7,666
	19677	Tech Support Specialist III	H-13-129	6,663	1,183	7,846
	17106	Tech Support Specialist IV	H-13-130	6,078	3,221	9,299
	13778	Tech Support Specialist III	H-13-131	5,576	3,120	8,696
	41003	Tech Support Specialist II	H-13-132	6,105	1,288	7,393
	19758	Tech Support Specialist III	H-13-133	5,576	3,120	8,696
	10390	Tech Support Specialist IV	H-13-169	8,021	4,225	12,246
	11503	Tech Support Specialist IV	H-13-170	6,078	3,221	9,299
	41136	Business Systems Analyst I	H-13-171	7,049	3,636	10,685
	14708	Systems Development Secp II	H-13-172	7,600	4,750	12,351
	14767	Systems Development Spec V	H-13-203	10,221	5,272	15,493
	12805	IT Manager III	H-13-240	18,396	9,252	27,648
	41852	Tech Supp Spec VI	H-13-202	8,192	3,808	12,001
	41586	Tech Support Specialist III	H-13-283	5,576	3,120	8,696
	16202	Development Specialist IV	H-13-284	9,380	5,105	14,486
	42508	Systems Development Specialist V	H-13-285	10,221	5,272	15,493
Agency Total:				417,915	203,120	621,035
<b>Judicial Council</b>						
007	10087	Accounting Technician	H-13-087	16,538	12,900	29,438
Agency Total:				16,538	12,900	29,438
<b>Adjutant General</b>						
012	41562	Inventory Control Supervisor	H-12-095	5,582	1,317	6,899
	18001	Maintenance Mechanic II	H-13-083	10,883	2,160	13,043
	10051	Maintenance Mechanic II	H-13-084	5,445	965	6,410
Agency Total:				21,910	4,442	26,352
<b>Administrative Services</b>						
014	10085	Agency Records Auditor	H-12-106	41,161	15,118	56,279
	10218	Financial Data Administrator I	H-12-033	17,379	9,045	26,424
	41163	Building Maintenance Mgr.	H-13-034	25,342	20,034	45,376
	10082	Administrator II	H-13-074	18,396	9,252	27,648
	21458	Project Manager IV	H-13-086	21,940	7,214	29,154
	19660	Project Manager III	H-13-101	12,325	6,531	18,856
	10100	HR Technician	H-13-136	14,338	2,603	16,941
	10236	Financial Data Specialist	H-13-165	36,560	24,597	61,157
	10113	Purchasing Agent	H-13-166	14,832	8,532	23,364

Agency	Position #	Position Description	Waiver #	FY'2013 Estimated General Fund Salary	FY'2013 Estimated General Fund Benefits	FY'2013 Estimated General Fund Total
	30016	Plumber	H-13-167	9,918	7,551	17,469
	30011	Financial Data Administrator II	H-13-168	37,976	17,043	55,019
	41835	Administrator Risk & Benefits	H-13-175	11,885	6,987	18,872
	10111	Financial Data Specialist II	H-13-211	19,215	9,414	28,629
	10117	Financial Data spec II	H-13-234	19,215	9,414	28,629
	18429	Admin III - Payroll Manager	H-13-235	20,052	9,576	29,628
	21633	Project Manager III	H-13-237	10,975	5,815	16,790
	10106	Agency Records Auditor	H-13-248	12,069	7,983	20,052
	43181	Administrator III	H-13-249	20,052	9,576	29,628
	10258	Financial Data Specialist	H-13-250	19,215	9,414	28,629
	30020	Risk Manager	H-13-251	10,998	4,982	15,980
	10089	Administrative Assistant II	H-13-279	14,265	8,424	22,689
Agency Total:				408,108	209,104	617,212
<b>Department of Justice</b>						
020	9U216	Assistant Attorney General	H-12-098	27,430	9,840	37,270
	9U540	Assistant Attorney General	H-12-105	49,078	8,779	57,857
	20067	Paralegal II	H-13-017	21,282	19,389	40,672
	10349	Legal Secretary IV	H-13-018	22,769	13,945	36,714
	15844	Attorney I	H-13-019	3,958	2,185	6,143
	16707	Paralegal II	H-13-020	13,655	10,592	24,247
	19412	Victim Witness Specialist	H-13-051	7,066	2,793	9,859
	18030	Legal Secretary III	H-13-135	7,998	6,282	14,281
	10339	Legal Assistant	H-13-174	10,259	6,788	17,044
	9U057	Sr. Assist. Attorney General	H-13-241	26,762	10,025	36,787
	9U541	Assistant Attorney General	H-13-242	17,524	8,180	25,704
	10320	Legal Secretary IV	H-13-246	11,942	7,122	19,064
	9U284	Assistant Attorney General	H-13-247	7,013	2,795	9,808
	10322	Legal Secretary III	H-13-288	9,904	6,660	16,564
	9U035	Assistant Attorney General	H-13-289	22,840	9,246	32,086
Agency Total:				259,480	124,619	384,099
<b>Department of Safety</b>						
023	18933	License Clerk	H-13-278	8,856	7,344	16,200
	30450	Plumbers Board Inspector	H-13-287	15,174	8,604	23,778
				24,030	15,948	39,978
<b>Joint Board of Licensure and Certification</b>						
031	11348	Program Assistant I	H-12-107	27,324	10,894	38,218
Agency Total:				27,324	10,894	38,218
<b>Cultural Resources</b>						
034	11419	Librarian II	H-13-137	13,104	8,190	21,294
	11421	Library Technician I	H-13-213	8,856	7,344	16,200
				21,960	15,534	37,494
<b>Department of Resources and Economic Development</b>						
035	11496	Program Assistant I	H-12-108	26,348	5,669	32,017
	11492	Administrator IV	H-12-015	62,616	34,291	96,907
	18739	Administrator II	H-13-035	9,198	4,626	13,824
	42055	Administrator III	H-13-039	37,789	21,320	59,109
	11490	Program Assistant I	H-13-109	9,189	7,407	16,596
	11493	Program Assistant I	H-13-163	9,189	7,407	16,596
	40050	Program Specialist III	H-13-164	14,220	8,415	22,635
	11528	Electrician Supervisor II	H-13-237	2,380	1,591	3,971
	11444	Chief Accountant	H-13-281	19,629	9,495	29,124
Agency Total:				190,558	100,221	290,779
<b>Department of Treasury</b>						
038	11596	Auditor II	H-13-245	12,177	8,010	20,187
				12,177	8,010	20,187
<b>NH Veterans Home</b>						
043	43229	Bldgs Grounds Utility Worker	H-13-102	16,350	8,085	24,435
	11954	Maintenance Mechanic II	H-13-103	18,152	12,959	31,111

Agency	Position #	Position Description	Waiver #	FY'2013 Estimated General Fund Salary	FY'2013 Estimated General Fund Benefits	FY'2013 Estimated General Fund Total
	42635	Stock Clerk III	H-13-104	10,500	5,751	16,251
	11992	Program Information Officer	H-13-204	2,731	1,549	4,280
	19306	Building Service Worker III	H-13-206	10,890	9,341	20,231
	11973	Building Service Worker III	H-13-207	11,819	14,841	26,660
	11967	Administrator IV	H-13-291	4,222	1,847	6,069
				74,664	54,373	129,037
<b>Department of Environmental Services</b>						
044	16785	Assistant Director	H-13-001	77,268	38,981	116,249
	12091	Administrative Assistant II	H-13-004	28,296	23,637	51,933
	16749	Environmental Technician II	H-13-049	15,824	3,023	18,847
	41203	Program Assistant II	H-13-050	13,257	9,633	22,891
	40793	Informational Representative	H-13-134	8,387	5,242	13,628
	18146	Survey Team Technician IV	H-13-048	19,695	8,085	27,780
	18132	Accountant IV	H-13-138	13,936	12,020	25,956
	12102	Senior Clerk Interviewer	H-13-280	5,540	4,733	10,273
Agency Total:				182,203	105,353	287,556
<b>Department of Corrections</b>						
046	41530	Warehouse Manager III	H-12-097	36,437	22,790	59,227
	12861	Administrator III	H-12-100	53,540	17,678	71,218
	9U112	Executive Assistant/Parole Board	H-13-002	62,099	26,920	89,019
	30336	Administrator III	H-13-016	33,502	16,898	50,400
	12868	Administrator III	H-13-037	37,132	29,495	66,627
	12849	Administrator IV	H-13-107	33,624	15,133	48,757
	19953	Administrator IV	H-13-139	21,996	9,963	31,959
	16292	Program Specialist IV	H-13-208	15,489	8,667	24,156
	30360	Secretary II	H-13-209	8,208	7,218	15,426
	42281	Administrator II	H-13-238	13,061	6,589	19,630
	12805	Administrator II	H-13-239	18,396	9,252	27,648
Agency Total:				333,484	170,583	504,067
<b>Department of Education</b>						
056	13210	Administrator IV	H-13-099	21,996	9,963	31,959
	13090	Administrator IV	H-13-100	21,996	9,963	31,959
	13164	Administrator III	H-13-212	20,052	9,576	29,628
				64,044	29,502	93,546
<b>Veterans Council</b>						
066	42828	Veteran Services Officer	H-13-032	30,709	13,849	44,558
	13761	Administrative Secretary	H-13-083	25,479	9,876	35,355
Agency Total:				56,188	23,725	79,913
<b>Cosmetology</b>						
074	13756	Inspector	H-12-094	33,221	25,149	58,370
	18210	Inspector	H-13-210	16,440	10,446	26,886
<b>Board of Medicine</b>						
074	42829	License Clerk	H-13-022	14,028	3,236	17,265
<b>Pharmacy Board</b>						
	41672	Program Assistant I	H-13-173	7,443	6,000	13,443
<b>Board Of Nursing</b>						
	19001	Licensure Clerk	H-13-286	8,856	7,344	16,200
Agency Total:				79,988	52,175	132,163
<b>Department of Revenue Administration</b>						
084	14474	Clerk III	H-13-006	28,575	19,632	48,207
	14466	Public Utility Appraiser	H-13-036	16,173	8,802	24,975
	14528	Business Administrator II	H-13-075	14,832	8,532	23,364
Agency Total:				59,580	36,966	96,546
<b>Department of Health &amp; Human Services</b>						
045	12327	Supervisor III	H-12-099	21,516	10,258	31,775
	095	Administrator I	H-12-099	12,255	2,173	14,427
	045	Family Services Specialist Trainee	H-12-099	12,305	14,696	27,001
	045	Family Services Specialist Trainee	H-12-099	15,476	12,948	28,424

Agency	Position #	Position Description	Waiver #	FY2013 Estimated General Fund Salary	FY2013 Estimated General Fund Benefits	FY2013 Estimated General Fund Total
045	12638	Family Services Specialist II	H-12-099	19,319	17,000	36,318
045	12776	Family Services Specialist Trainee	H-12-099	7,072	669	7,742
045	12778	Family Services Specialist Trainee	H-12-099	16,340	14,758	31,099
095	14609	Licensing and Evaluation Coordinator	H-12-099	5,608	3,387	8,995
090	14736	Administrator III	H-12-099	14,038	6,703	20,741
040	16009	Child Protective Service Worker	H-12-099	18,089	8,875	26,964
094	16030	Assistant Administrator	H-12-099	48,698	28,719	77,417
094	16031	Program Assistant I	H-12-099	12,149	8,985	21,134
041	16258	Supervisor VI	H-12-099	37,373	23,145	60,518
094	16297	Medical Record Technician	H-12-099	10,994	6,714	17,709
041	16350	Secretary II	H-12-099	18,757	7,746	26,503
094	16484	Maintenance Technician	H-12-099	18,479	8,870	27,350
094	16488	Carpenter II	H-12-099	9,381	18,242	27,623
095	17150	Internal Auditor III	H-12-099	8,123	5,079	13,202
095	19187	Administrator I	H-12-099	17,379	8,751	26,130
095	19460	Secretary II	H-12-099	12,476	5,798	18,275
045	30280	Supervisor III	H-12-099	21,425	17,394	38,819
045	30296	Family Services Specialist Trainee	H-12-099	16,751	6,466	23,217
094	30891	Painter	H-12-099	12,860	8,034	20,894
040	40111	Fiscal Specialist Trainee I	H-12-099	13,649	4,383	18,032
091	40348	Cosmetologist	H-12-099	24,646	11,150	35,796
095	41082	Program Specialist III	H-12-099	23,816	12,068	35,884
090	42850	Program Specialist IV	H-12-099	6,435	4,312	10,747
045	42873	Business systems Analyst I	H-12-099	21,777	7,686	29,463
095	9U397	Legislative Coordinator	H-12-099	47,547	24,178	71,725
095	9U407	Health Care Program Specialist	H-12-099	43,153	18,239	61,392
095	9U512	Chief Information Officer	H-12-099	55,799	20,640	76,439
095	9U424	Director Member Services	H-13-010	40,347	14,734	55,081
095	9U402	Director Office of Human Services	H-13-011	54,306	15,600	69,906
095	14690	Sr. Management Analyst	H-13-012	12,810	2,274	15,083
045	12747	Secretary II	H-13-013	7,975	5,773	13,748
045	12402	Business Systems Analyst I	H-13-014	23,713	15,476	39,189
095	9U517	Administrator-Office of the Commissioner	H-13-028	34,484	18,208	52,691
095	12161	Administrator II	H-13-029	10,741	7,104	17,844
095	16605	Business Administrator IV	H-13-030	18,396	9,252	27,648
090	14683	Secretary II	H-13-052	9,419	6,046	15,464
090	14596	Executive Secretary	H-13-053	13,283	13,638	26,921
095	19774	Supervisor III	H-13-054	7,989	6,158	14,147
095	19157	Case Technician II	H-13-016	8,690	1,640	10,330
095	12774	Child Support Officer	H-13-057	9,670	9,150	18,820
041	11758	Supervisor I	H-13-058	35,640	25,220	60,860
045	12688	Supervisor V	H-13-059	18,060	13,246	31,307
045	12192	Business Administrator II	H-13-060	15,128	6,339	21,467
045	12523	Program Specialist I	H-13-061	13,895	11,362	25,257
041	43491	Program Specialist IV	H-13-062	41,284	31,228	72,512
090	14742	Planning Analyst	H-13-063	5,191	2,986	8,177
091	17148	Plant Maintenance Engineer II	H-13-064	26,061	5,174	31,235
091	19649	Medical Records Technician	H-13-065	27,333	25,450	52,783
091	41065	Program Specialist III	H-13-066	29,505	25,002	54,507
095	30584	Administrative Assistant II	H-13-069	11,088	7,827	18,915
095	30902	Program Specialist IV	H-13-070	10,731	1,901	12,632
095	12276	Business Administrator IV	H-13-071	9,198	4,626	13,824
095	14597	Licensing & Evaluation Coordinator	H-13-072	2,465	1,382	3,847
095	19775	Paralegal I	H-13-073	15,038	5,719	20,757
040	42095	Secretary II	H-13-088	5,308	678	5,986
041	18514	Executive Secretary	H-13-089	14,049	6,446	20,495
095	12380	Clerk IV	H-13-090	9,366	4,529	13,895
095	12205	Clerk IV	H-13-091	7,976	3,235	11,212
040	11866	Executive Secretary	H-13-092	9,256	7,165	16,421
092	16368	Training & Development Coordinator	H-13-093	13,228	8,771	21,999
094	43490	Program Specialist III	H-13-097	12,047	7,457	19,504
095	14981	Sr. Human Resources Technician	H-13-098	16,544	8,405	24,948
045	11088	Employment Counselor Spec.	H-13-110	7,007	655	7,662
040	11742	Administrator III	H-13-111	25,915	14,919	40,834
090	12027	Laboratory Scientist III	H-13-112	10,554	6,789	17,343
095	12326	Clerk IV	H-13-113	5,052	5,859	10,911
095	12476	Medical Service Consultant II	H-13-114	7,416	4,266	11,682
045	12516	Supervisor III	H-13-115	11,905	9,385	21,291
045	12560	Supervisor V	H-13-116	17,722	9,414	27,137
041	12700	Supervisor III	H-13-117	33,144	23,279	56,423
093	14984	Program Planning & Review Spc.	H-13-118	11,278	5,818	17,096
095	18991	Health Construction Coordinator I	H-13-119	10,353	8,198	18,551

Agency	Position #	Position Description	Waiver #	FY'2013 Estimated General Fund Salary	FY'2013 Estimated General Fund Benefits	FY'2013 Estimated General Fund Total
048	30535	Business Administrator II	H-13-120	13,282	11,479	24,761
045	41032	Clerk Interviewer	H-13-121	8,815	5,465	14,280
095	41081	Medical Service Technician	H-13-122	3,976	1,709	5,684
095	42921	Program Specialist IV	H-13-123	13,245	6,661	19,907
091	42980	Ward Clerk	H-13-124	17,739	12,514	30,253
095	42992	Supervisor IV	H-13-125	3,331	2,180	5,511
094	43591	Program Specialist III	H-13-126	10,622	6,023	16,645
095	9U458	Data Systems Analyst	H-13-127	12,442	1,163	13,605
045	11815	Program Specialist I	H-13-140	7,491	3,237	10,729
040	11880	Administrator II	H-13-141	11,038	5,551	16,589
095	12185	Child Support Officer	H-13-142	6,989	4,844	11,833
095	12208	Clerk IV	H-13-143	3,194	4,150	7,344
095	12241	Administrator II	H-13-144	17,538	15,124	32,662
095	12246	Case Tech Trainee I	H-13-145	3,124	2,518	5,643
093	12435	Administrator III	H-13-146	12,833	6,129	18,962
045	12529	Clerk Interviewer	H-13-147	5,215	3,241	8,456
045	12619	Clerk Interviewer	H-13-148	6,716	5,373	12,089
091	14889	Accountant II	H-13-149	59,221	17,957	77,178
095	15782	Accounting Technician	H-13-150	14,306	9,572	23,878
095	15946	Accountant II	H-13-151	7,082	4,815	11,897
095	16086	Legal Coordinator	H-13-152	11,102	5,727	16,829
094	16505	Plant Maintenance Engineer III	H-13-153	9,784	5,859	15,643
045	19757	Supervisor III	H-13-154	10,462	4,046	14,507
045	19788	Employment Counselor Spec.	H-13-155	8,666	5,642	14,308
095	40519	Child Support Officer	H-13-156	6,708	4,774	11,481
095	41012	Case Aid	H-13-157	4,959	3,776	8,735
041	41019	Supervisor III	H-13-158	18,583	7,968	26,551
045	41037	Supervisor III	H-13-159	8,648	7,653	16,301
040	42084	Supervisor IV	H-13-160	14,603	12,002	26,605
090	42847	Program Specialist III	H-13-161	5,242	3,276	8,518
045	43631	Program Assistant I	H-13-162	4,870	3,926	8,796
041	11607	Program Specialist IV	H-13-176	14,869	8,320	23,190
095	12183	Child Support Specialist	H-13-177	4,332	1,969	6,301
045	12327	Supervisor III	H-13-178	21,516	10,258	31,775
048	12337	Word Processor Operator II	H-13-179	5,697	4,592	10,290
095	12341	Accountant I	H-13-180	7,080	5,091	12,171
045	12526	Clerk Interviewer	H-13-181	4,350	3,826	8,176
095	12566	Medical Service Technician	H-13-182	5,580	3,902	9,482
045	12770	Clerk Interviewer	H-13-183	5,594	363	5,957
045	12777	Clerk Interviewer	H-13-184	4,350	3,826	8,176
045	41060	Clerk Interviewer	H-13-185	4,350	3,826	8,176
095	14603	Administrator III	H-13-186	10,026	4,788	14,814
095	40141	Administrator III	H-13-187	10,026	4,788	14,814
095	40876	Administrator III	H-13-188	10,026	4,788	14,814
093	14706	Public Health Nurse Coordinator	H-13-189	9,954	5,891	15,845
091	14849	Maintenance Mechanic	H-13-190	13,383	7,587	20,970
093	14949	Program Planning & Review Spc.	H-13-191	4,406	2,273	6,678
094	15861	Program Planning & Review Spc.	H-13-192	14,098	7,272	21,370
040	16210	Program Specialist IV	H-13-193	9,293	5,200	14,494
094	16504	Maintenance Mechanic II	H-13-194	6,861	5,273	12,134
041	16956	Supervisor IV	H-13-195	15,052	10,084	25,136
090	40336	Program Specialist IV	H-13-196	3,872	2,167	6,039
095	40624	Coordinator	H-13-197	8,163	4,419	12,582
045	40987	Supervisor VII	H-13-198	9,340	4,818	14,157
041	42621	Fiscal Specialist I	H-13-199	6,892	5,113	12,006
045	42736	Supervisor V	H-13-200	8,572	4,665	13,237
095	43480	Accountant II	H-13-201	14,279	5,211	19,490
040	11892	Program Specialist IV	H-13-214	9,293	5,200	14,494
045	12216	Secretary II	H-13-215	4,350	3,826	8,176
045	16587	Program Assistant I	H-13-216	4,870	3,926	8,796
045	40534	Program Assistant I	H-13-217	4,870	3,926	8,796
095	12350	Data Control Clerk III	H-13-218	5,605	4,518	10,124
095	12353	Secretary II	H-13-219	4,104	3,609	7,713
040	12565	Financial Analyst	H-13-220	10,573	5,454	16,027
040	12591	Provider Services Representative I	H-13-221	7,241	4,790	12,031
045	12660	Clerk IV	H-13-222	4,870	3,926	8,796
095	14670	Licensing & Evaluation Coordinator	H-13-223	1,634	884	2,517
093	14778	Program Specialist III	H-13-224	3,555	2,104	5,659
092	15943	Mental Health Administrator	H-13-225	12,682	6,213	18,895
048	16223	Medical Services Consultant II	H-13-226	3,708	2,133	5,841
095	19778	Attorney I	H-13-227	5,499	2,993	8,492
041	19806	Administrator III	H-13-228	17,044	8,140	25,184
092	30595	Planning Analyst	H-13-229	9,789	5,631	15,420



Agency	Position #	Position Description	Waiver #	FY'2013 Estimated General Fund Salary	FY'2013 Estimated General Fund Benefits	FY'2013 Estimated General Fund Total
095	40581	Program Specialist I	H-13-230	12,069	7,983	20,052
095	41120	Information Technology Manager III	H-13-231	6,818	3,256	10,074
090	42839	Administrator IV	H-13-232	6,599	2,989	9,588
090	42878	Program Specialist III	H-13-233	2,133	1,262	3,395
094	16451	Supervisor I	H-13-243	6,836	5,267	12,102
040	40111	Fiscal Specialist I	H-13-244	13,649	4,383	18,032
040	11752	Supervisor VI	H-13-252	10,130	5,368	15,498
040	11851	Secretary II	H-13-253	4,925	4,331	9,256
040	11874	Fiscal Specialist I	H-13-254	5,713	4,487	10,201
095	12140	Case Tech Trainee I	H-13-255	3,124	2,518	5,643
045	12710	Clerk Interviewer	H-13-256	4,350	3,826	8,176
045	12783	Clerk Interviewer	H-13-257	4,350	3,826	8,176
045	30315	Clerk Interviewer	H-13-258	4,350	3,826	8,176
095	12311	Administrator	H-13-259	12,031	5,746	17,777
095	12262	Program Specialist IV	H-13-260	9,448	5,287	14,735
095	12445	Accountant I	H-13-261	6,544	4,705	11,249
045	12661	Clerk Interviewer	H-13-262	4,350	3,826	8,176
045	12791	Secretary II	H-13-263	4,350	3,826	8,176
091	14845	Maintenance Mechanic II	H-13-264	10,233	7,614	17,847
091	14851	Maintenance Mechanic III	H-13-265	10,575	7,686	18,261
095	15761	Training Coordinator	H-13-266	10,221	6,388	16,609
094	16229	Training Specialist	H-13-267	8,669	5,632	14,301
092	17156	Accountant I	H-13-268	7,510	5,399	12,909
041	18508	Supervisor VII	H-13-269	11,481	6,083	17,564
041	18626	Administrator II	H-13-270	18,396	9,252	27,648
095	19149	Supervisor V	H-13-271	5,499	2,993	8,492
045	19787	Employment Counselor Spec.	H-13-272	6,638	4,391	11,029
090	30546	Public Health Nurse Coordinator	H-13-273	1,706	1,010	2,716
045	40315	Secretary II	H-13-274	4,350	3,826	8,176
095	40410	Clerk Interviewer	H-13-275	4,925	4,331	9,256
040	42070	Supervisor IV	H-13-276	9,293	5,200	14,494
090	42579	Administrator I	H-13-277	2,533	1,342	3,875
041	11681	Switchboard Operator II	H-13-292	9,450	7,461	16,911
040	11799	Secretary II	H-13-293	4,925	4,331	9,256
040	11802	Public Health Nurse Coordinator	H-13-294	3,555	2,104	5,659
095	12245	Child Support Officer	H-13-295	4,272	2,748	7,020
095	12318	Child Support Specialist	H-13-296	3,947	2,684	6,631
048	12640	Secretary II	H-13-297	5,089	4,475	9,564
045	12775	Supervisor III	H-13-298	7,537	4,460	11,997
045	12798	Secretary II	H-13-299	4,350	3,826	8,176
091	14910	Supervisor I	H-13-300	12,870	8,145	21,015
094	15702	Librarian II	H-13-301	9,784	5,859	15,643
040	15733	Program Specialist IV	H-13-302	9,293	5,200	14,494
094	15832	Administrator II	H-13-303	12,877	6,476	19,354
095	16120	Administrator IV	H-13-304	10,998	4,982	15,980
045	16135	Program Specialist I	H-13-305	5,914	3,912	9,825
045	16969	Clerk Interviewer	H-13-306	4,350	3,826	8,176
094	18629	APRN - Family Practice	H-13-307	15,794	7,056	22,850
045	19780	Training Coordinator	H-13-308	6,945	4,341	11,286
095	40369	Secretary II	H-13-309	4,666	3,665	8,330
095	40530	Child Support Officer	H-13-310	4,272	2,748	7,020
041	41019	Supervisor III	H-13-311	18,583	7,988	26,551
095	41021	Business Systems Analyst II	H-13-312	6,533	3,201	9,734
045	41070	Supervisor III	H-13-313	7,537	4,460	11,997
041	42620	Fiscal Specialist Tr-I	H-13-314	6,380	5,011	11,391
041	42623	Fiscal Specialist Tr-I	H-13-315	6,380	5,011	11,391
090	42903	Administrator IV	H-13-316	7,919	3,587	11,505
Agency Total:				2,454,222	1,422,909	3,877,131
<b>Department of Transportation</b>						
096	21865	Administrator III	H-13-021	10,026	4,788	14,814
				10,026	4,788	14,814

Total All Agencies:

\$ 4,721,458 \$ 2,611,372 \$ 7,332,831



Department of Administrative Services-Budget Office  
 For the Period July 1, 2012 through March 31, 2013  
 Approved Equipment Waiver Detail  
 Chapter 224:206, Laws of 2011

Agency	Equipment Description	Waiver #	Total Cost	General Fund %	General Fund Cost
<b>Department of Information Technology</b>					
003	11 Printers, 4 Laptops- Dept of Corrections	E-13-001	\$ 9,629	100.00%	\$ 9,629
	Microsoft Licenses- Judicial Council	E-13-010	\$ 1,026	100.00%	\$ 1,026
	5- Monitors	E-13-015	\$ 865	63.29%	\$ 547
	6- Power Supplies for Dept. of Education	E-13-017	\$ 360	100.00%	\$ 360
	50- Used laptops for Corrections	E-13-020	\$ 5,000	100.00%	\$ 5,000
	Storage Hardware for DHHS	E-13-016	\$ 200,448	58.00%	\$ 116,260
	14 Monitors for Dept. of Revenue	E-13-025	\$ 2,799	100.00%	\$ 2,799
	Appliance Upgrades	E-13-026	\$ 16,251	35.73%	\$ 5,806
	Server	E-13-027	\$ 3,580	35.73%	\$ 1,279
	Two Routers With Accessories	E-13-030	\$ 169,242	38.91%	\$ 65,852
	Miscellaneous hardware	E-13-038	\$ 3,374	100.00%	\$ 3,374
	8-Monitors	E-13-039	\$ 3,635	100.00%	\$ 3,635
	3 handheld CPU's with accessory packs	E-13-040	\$ 2,987	58.00%	\$ 1,732
	Disk Drive and Space	E-13-041	\$ 34,232	39.77%	\$ 13,614
	Shredder	E-13-057	\$ 1,500	87.00%	\$ 1,305
	10 Hard drives for DHHS	E-13-058	\$ 4,300	58.00%	\$ 2,494
	Router with misc. parts for Cultural Res.	E-13-059	\$ 2,957	100.00%	\$ 2,957
	5 laptops	E-13-060			
	Network Equipment for Corrections	+E13-104	\$ 10,750	39.77%	\$ 4,275
	90 pieces of equipment for VOIP	E-13-061	\$ 30,087	100.00%	\$ 30,087
	10 pieces of equipment for Corrections	E-13-062	\$ 48,776	39.77%	\$ 19,398
	Server for DHHS	E-13-063	\$ 17,292	100.00%	\$ 17,292
	Power Supply for the Veterans Home	E-13-076	\$ 3,425	58.00%	\$ 1,987
	2 Scanners for the Board of Cosmetology	E-13-079	\$ 15,556	100.00%	\$ 15,556
	10 Switches and accessories for DHHS	E-13-082	\$ 1,296	100.00%	\$ 1,296
	Variety of items for DOI	E-13-083	\$ 37,003	58.00%	\$ 21,462
	2 Servers for DHHS	E-13-084	\$ 174,844	56.20%	\$ 98,262
	Network equipment for DHHS	E-13-085	\$ 33,080	58.00%	\$ 19,186
	Server and Storage devices for DHHS	E-13-086	\$ 56,017	58.00%	\$ 32,490
	Patch cables for Veterans Home	E-13-087	\$ 49,679	58.00%	\$ 28,814
	Laptop for Human Rights Commission	E-13-088	\$ 838	18.00%	\$ 151
	Six Printers for DHHS	E-13-078	\$ 1,159	83.00%	\$ 962
	150 LCD Monitors for DHHS	E-13-094	\$ 17,844	58.00%	\$ 10,350
	One Tape Library & Hardware for DHHS	E-13-096	\$ 24,000	58.00%	\$ 13,920
	One Battery backup and mount for DRED	E-13-097	\$ 9,329	58.00%	\$ 5,411
	One Server for NH Veterans Home	E-13-098	\$ 730	100.00%	\$ 730
	Various items for DOI	E-13-102	\$ 5,938	18.00%	\$ 1,069
	Various items for DOI	E-13-103	\$ 50,000	39.77%	\$ 19,885
	Two Printers for Check Processing	E-13-105	\$ 9,982	34.00%	\$ 3,394
	Two Desktop Computers with Monitors	E-13-106	\$ 25,659	88.00%	\$ 22,580
	Ten Racks for Battery Backups, 24 Battery Backups for DHHS	E-13-126	\$ 1,859	35.75%	\$ 665
	Printer for Veterans Home	E-13-127	\$ 27,432	58.00%	\$ 15,911
	Upgrade of Virtual Server Disk Space used by multiple Agencies	E-13-128	\$ 1,319	18.00%	\$ 237
	Two Desktops with Monitors for Revenue	E-13-129	\$ 152,220	37.80%	\$ 57,539
	Two Desktops with 19" Monitors for Adjutant General	E-13-130	\$ 2,280	100.00%	\$ 2,280
		E-13-131	\$ 1,859	100.00%	\$ 1,859
Agency Total:			\$ 1,272,438		\$ 684,717
<b>Adjutant General</b>					
012	Boiler Scale Remover System	E-13-075	\$ 234	50.00%	\$ 117
Agency Total:			\$ 234		\$ 117

<b>Department of Administrative Services</b>					
014	13 Basic Laptops, 9 Standard Desktops, 4Dell So1 Special Configuration Desktop	E-12-181	\$ 31,676	90.05%	\$ 28,524
	Used Vehicle	E-13-069	\$ 7,600	71.59%	\$ 5,441
	Wall Air conditioning Unit	E-13-124	\$ 1,090	100.00%	\$ 1,090
Agency Total:			\$ 40,366		\$ 35,055
<b>Joint Board of Licensure &amp; Certification</b>					
031	1 Standard Laptop	E-13-003	\$ 1,207	100.00%	\$ 1,207
	1 Standard OptiPlex PC	E-13-018	\$ 764	100.00%	\$ 764
	8 used workstations	E-13-044	\$ 6,325	100.00%	\$ 6,325
	1 Laser Jet Color Printer	E-13-043	\$ 821	100.00%	\$ 821
Agency Total:			\$ 9,117		\$ 9,117
<b>Department of Resources &amp; Economic Development</b>					
035	Used 2006 Ford Focus	E-13-022	\$ 500	68.00%	\$ 340
	Ford F250, 3/4 ton 4WD Pickup Truck	E-13-089	\$ 28,927	70.76%	\$ 20,469
Agency Total:			\$ 29,427		\$ 20,809
<b>Treasury Department</b>					
038	One Air conditioner	E-13-009	\$ 1,490	100.00%	\$ 1,490
Agency Total:			\$ 1,490		\$ 1,490
<b>NH Veterans Home</b>					
043	Chart Rack	E-13-023	\$ 955	18.00%	\$ 172
	15 cubic ft Refrigerator	E-13-024	\$ 401	18.00%	\$ 72
Agency Total:			\$ 1,356		\$ 244
<b>Department of Environmental Services</b>					
044	Boat Trailer	E-13-037	\$ 1,299	100.00%	\$ 1,299
			\$ 1,299		\$ 1,299
<b>Department of Corrections</b>					
046	1- Ballistic Armor Set with Carrier Vest	E-13-005	\$ 520	100.00%	\$ 520
	5- Portable Radios	E-13-006	\$ 2,415	100.00%	\$ 2,415
	4- Alcohol Intoximeters	E-13-007	\$ 1,532	100.00%	\$ 1,532
	5 protective vests	E-13-031	\$ 3,160	100.00%	\$ 3,160
	4 Pedestal Task Chairs	E-13-032	\$ 720	100.00%	\$ 720
	4 Video Camcorders	E-13-033	\$ 800	100.00%	\$ 800
	1 Restraint Chair	E-13-034	\$ 1,868	100.00%	\$ 1,868
	6 Industrial Pedestal 30" Fans	E-13-035	\$ 942	100.00%	\$ 942
	1 Metal Detector	E-13-036	\$ 200	100.00%	\$ 200
	Color Monitor For Surveillance Camera	E-13-045	\$ 619	100.00%	\$ 619
	Security Control Keyboard	E-13-046	\$ 665	100.00%	\$ 665
	5-Fixed-view Security Cameras	E-13-047	\$ 1,749	100.00%	\$ 1,749
	9-Security Cameras	E-13-048	\$ 18,405	100.00%	\$ 18,405
	Dental S-ray film loader & processor	E-13-049	\$ 2,220	100.00%	\$ 2,220
	Dental S-ray Machine	E-13-050	\$ 4,165	100.00%	\$ 4,165
	Ice-cube machine and storage units	E-13-051	\$ 3,624	100.00%	\$ 3,624
	Training floor mats	E-13-052	\$ 788	100.00%	\$ 788
	Flat screen TV for training	E-13-053	\$ 554	100.00%	\$ 554
	2 Electronic Signature Capture Devices	E-13-090	\$ 476	100.00%	\$ 476
	One Restraint Chair	E-13-091	\$ 1,758	100.00%	\$ 1,758
	One 12-Passenger Van	E-13-135	\$ 21,438	100.00%	\$ 21,438
Agency Total:			\$ 68,618		\$ 68,618
<b>Department of Revenue Administration</b>					
084	Three Replacement Vehicles	E-13-092	\$ 45,735	100.00%	\$ 45,735
			\$ 45,735		\$ 45,735

<b>Department of Health &amp; Human Services</b>					
090	Ultra-Low Freezer	E-13-011	\$ 8,070	100.00%	\$ 8,070
093	2- Toro Gas Mowers	E-13-014	\$ 598	100.00%	\$ 598
095	Sit to Stand workstation	E-13-028	\$ 510	61.00%	\$ 311
040	Video cameras, monitors, printer and software	E-13-064	\$ 16,335	60.00%	\$ 9,801
Agency Total:			\$ 25,513		\$ 18,780
<b>Department of Revenue Administration</b>					
084	Folder/Inserter Machine	E-13-065	\$ 8,890	100.00%	\$ 8,890
			\$ 8,890		\$ 8,890
<b>Glenclyff Home</b>					
091	Bariatric Wheelchair	E-13-004	\$ 2,164	100.00%	\$ 2,164
	Infectious Waste Security Carts	E-13-012	\$ 1,558	100.00%	\$ 1,558
	Manual Pallet Jack	E-13-013	\$ 325	100.00%	\$ 325
	Used 2006 Ford Focus	E-13-022	\$ 500	68.00%	\$ 340
	Convertible Cushion for decubitus ulcers	E-13-029	\$ 686	100.00%	\$ 686
	Bariatric Mattress	E-13-042	\$ 431	100.00%	\$ 431
	Hawk Arc Flash Kit	E-13-071	\$ 460	100.00%	\$ 460
	Geriatric Rane RR711 Atlantic Reclining Tub	E-13-072	\$ 13,284	100.00%	\$ 13,284
	2 HEPA Backpack Vacuums	E-13-073	\$ 776	100.00%	\$ 776
	18,500 BTU Air Conditioner	E-13-107	\$ 460	100.00%	\$ 460
	Inventory Storage System for Safety Eq	E-13-109	\$ 183	100.00%	\$ 183
	Multi-Gas Detector	E-13-110	\$ 691	100.00%	\$ 691
	Confined Space Blower with Duct	E-13-111	\$ 494	100.00%	\$ 494
	Rescue Lanyard	E-13-112	\$ 142	100.00%	\$ 142
	Rescue Harness	E-13-113	\$ 219	100.00%	\$ 219
	Tripod and Winch 3-way 9' system	E-13-114	\$ 5,500	100.00%	\$ 5,500
	Electric Lock Out Tag Out set	E-13-115	\$ 167	100.00%	\$ 167
	Valve Lock Out Tag Out set	E-13-116	\$ 108	100.00%	\$ 108
	Digital Decibel sound Level Meter	E-13-117	\$ 104	100.00%	\$ 104
	Two Welding Safety Jackets	E-13-118	\$ 278	100.00%	\$ 278
	Ten Pressure Reduction Mattresses	E-13-119	\$ 1,900	100.00%	\$ 1,900
	Eight Digital Oral/Rectal Thermometers	E-13-120	\$ 1,710	100.00%	\$ 1,710
	Medical Low Bed 84" Length	E-13-125	\$ 5,763	100.00%	\$ 5,763
Agency Total:			\$ 37,903		\$ 37,743
<b>New Hampshire Hospital</b>					
094	Software	E-12-182	\$ 39,062	100.00%	\$ 39,062
	Software	E-13-008	\$ 4,500	68.00%	\$ 3,060
	Triac BT Push Fit Floor Welding Kit	E-13-062	\$ 997	68.00%	\$ 678
	Covidien Enteral Feeding Pumps	E-13-063	\$ 1,100	68.00%	\$ 748
	Ten Closed Circuit TV Cameras and Bases	E-13-123	\$ 2,368	68.00%	\$ 1,610
Agency Total:			\$ 48,027		\$ 45,158
<b>Department of Health &amp; Human Services</b>					
095	Aluminum Hand Trucks (2)	E-13-068	\$ 460	61.00%	\$ 281
	Two Laptops	E-13-132	\$ 2,020	41.60%	\$ 840
	Five 19" Flat Panel Monitors	E-13-133	\$ 750	50.00%	\$ 375
	One HP All-in-One Printer/Copier/Scanner/Fax	E-13-134	\$ 142	50.00%	\$ 71
Agency Total:			\$ 3,372		\$ 1,567
<b>Department of Transportation</b>					
096	Dell OptiPlex PC	E-13-002	\$ 826	100.00%	\$ 826
Agency Total:			\$ 826		\$ 826

**Total All Agencies:**

**\$ 1,594,611      \$ 980,165**

Department of Administrative Services - Budget Office  
For the period July 1, 2012 through March 31, 2013  
Approved Travel Waiver Detail  
Chapter 224:206, Laws of 2011

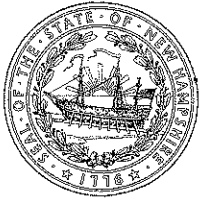
Agency	Date of Trip	Destination	Waiver #	FY 2013 Estimated Total Cost of Trip	General Fund %	FY 2013 Estimated General Fund Total
<b>Executive Office</b>						
002	9/23-9/28/12	Emmitsburg, MD	T-13-009	\$ 585	10%	\$ 59
				\$ 585		\$ 59
<b>Adjutant General</b>						
012	2/23-2/28/13	Washington, DC	T-13-017	\$ 520	100%	\$ 520
				\$ 520		\$ 520
<b>Department of Justice - Attorney General</b>						
020	7/1/12-6/30/13	Various	T-12-013	\$ -	100%	\$ -
	11/26-11/29/12	Ft. Lauderdale, FL	T-13-016	\$ 1,600	90%	\$ 1,440
Agency Total:				\$ 1,600		\$ 1,440
<b>Department of Safety</b>						
023	7/1/12-6/30/13	Various-Audits	T-12-019	\$ 467	100%	\$ 467
Agency Total:				\$ 467		\$ 467
<b>Department of Resources &amp; Economic Development</b>						
035	7/1/11-7/31/11	300 miles or less from Concord	T-11-041	\$ 1,980	100%	\$ 1,980
	9/12-10/2/12	West Springfield, MA	T-13-012	\$ 1,300	100%	\$ 1,300
	1/4/13-10/20/13	Charlotte, NC	T-13-010	\$ 11,490	100%	\$ 11,490
	1/20/13-1/24/13	Orlando, FL	T-13-011	\$ 3,200	100%	\$ 3,200
	10/19-24/12	Buffalo, NY	T-13-015	\$ 2,250	100%	\$ 2,250
	3/25-3/27/13	Washington, DC	T-13-021	\$ 1,243	9%	\$ 112
Agency Total:				\$ 21,463		\$ 20,332
<b>Department of Revenue Administration</b>						
084	7/1/11-7/31/11	Various Multi-State Audits	T-12-004	\$ 31,683	100%	\$ 31,683
	8/26-8/29/12	Hartford, CT	T-13-007	\$ 1,170	100%	\$ 1,170
Agency Total:				\$ 32,853		\$ 32,853
<b>Department of Health and Human Services</b>						
	7/1/11-7/31/11	DCYF-Various	T-12-007	\$ 10,985	100%	\$ 10,985
	7/1/11-7/31/11	DJJS-Various	T-12-009	\$ 2,850	100%	\$ 2,850
095	7/9-7/12/12	Baltimore, MD	T-13-002	\$ 2,410	9%	\$ 217
095	7/9-7/12/12	Baltimore, MD	T-13-003	\$ 2,141	9%	\$ 193
095	7/9-7/12/12	Baltimore, MD	T-13-004	\$ 234	9%	\$ 21
095	8/5-8/8/12	Longmont, CO	T-13-006	\$ 2,852	10%	\$ 285
095	10/21-10/26/12	Baltimore, MD	T-13-013	\$ 1,733	10%	\$ 173
095	9/15-9/20/12	Oklahoma City, OK	T-13-014	\$ 1,957	39%	\$ 763
090	4/18-4/24/13	Indianapolis, IN	T-13-018	\$ 2,699	72%	\$ 1,943
090	4/10-4/12/13	Providence, RI	T-13-019	\$ 532	72%	\$ 383
095	05/01-05/03/13	Boston, MA	T-13-022	\$ 78	41%	\$ 32
Department Total:				\$ 28,471		\$ 17,845

Agency	Date of Trip	Destination	Waiver #	FY 2013 Estimated Total Cost of Trip	General Fund %	FY'2013 Estimated General Fund Total
<b>Department of Transportation</b>						
096	7/15/12-6/30/13	Burlington, Waltham, Boston	T-13-005	\$ 40	100%	\$ 40
Agency Total:				\$ 40		\$ 40

**Total All Agencies:**

\$ 85,998

\$ 73,556



State of New Hampshire  
Department of Revenue Administration

109 Pleasant Street  
PO Box 457, Concord, NH 03302-0457  
Telephone 603-230-5005  
www.nh.gov/revenue

FIS 13 116



Margaret L. Fulton  
Assistant Commissioner

April 4, 2013

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

Re: Refund Report

Dear Representative Wallner:

Pursuant to RSA 21-J:45, enclosed is the Department of Revenue Administration's refund report for March 2013.

Please contact me with any questions or concerns.

Sincerely,

Margaret L. Fulton  
Assistant Commissioner of Revenue

Enclosure

TDD Access: Relay NH 1-800-735-2964

*Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.*



Department of Revenue Administration  
 Refund Report for March 2013  
 As Required by RSA 21-J:45

	Count	March Refunds Issued	Count	March Current Claims Refunds Pending	Count	March taxpayer requested refund
CORPORATE BPT	315	\$ 5,910,692				
PROPRIETORSHIP BPT	153	\$ 209,180				
PARTNER FID BPT	84	\$ 478,014				
TOTAL BPT	552	\$ 6,597,886			506	\$ 1,223,620
BPT/BET Refunds Under Audit Review			23	\$ 845,600		
BPT/BET Refunds			864	\$ 3,612,696		
BUSINESS ENTERPRISE	163	\$ 129,076			27	\$ 53,686
TOTAL BPT & BET	715	\$ 6,726,962				
INTEREST & DIVIDENDS	376	\$ 827,872	668	\$ 374,772	542	\$ 193,333
	Section 1		Section 2		Section 3	

**Section 1 Refunds Issued This Month**

This section is generated from the Lawson Financial System. It is the refunds processed by the Department of Revenue in the calendar month in question. (When looking at cash flow the actual refund for March will be sent out in a subsequent month.)

**Section 2 Current Claims Pending This Month**

This is all refunds pending that have not been processed. A pending refund can be the result of any of the following: a taxpayer request, system generated, or audit findings.

- a.) Taxpayer Requested Refunds: These are only refunds initiated by taxpayers received and data entered in the month reported on. These refunds can be from original or amended returns. Does not necessarily mean they will be granted.
- b.) System Generated Refunds: The DRA computer system identifies out of balance accounts and all of those out of balance accounts that favor taxpayers will appear as 'system refunds'. Most of these system generated refunds are resolved without actual refunds being paid. Example: an estimate credited to the wrong year would generate a system tax notice in one year and a system refund in another correctly transferring the estimate. The estimate resolves both the refund and the tax notice.
- c.) Refunds as a Result of Audit: Some audits result in refunds because evaluation of taxpayer records subsequent to an audit in March will result in the identification of a legitimate refund.

**Section 3 Taxpayer Requested Refunds This Month**

These are only refunds initiated by taxpayers received and data entered in the month reported on. These refunds can be from original or amended returns.