

SRPC EXECUTIVE COMMITTEE MEETING

November 15, 2024, 8:00 a.m. to 9:00 a.m.
 Hybrid Meeting (Conference Rm 1A & via Zoom)

In accordance with RSA 91:A, the Commission requires an in-person quorum. So long as an in-person quorum, Commissioners may participate virtually. Guests may attend the meeting virtually or at the SRPC Office. All participants, both in-person and virtual, can communicate contemporaneously.

Meeting URL: <https://us02web.zoom.us/j/84905778392>
Meeting ID: 849 0577 8392
Telephone-only Access: +1 312 626 6799

These instructions have also been provided at www.trafford.org. If anybody is unable to access the meeting, please email mtaylorfetter@trafford.org or call 603-994-3500 (x115).

Agenda Item	Time	Notes
1) Welcome and Introductions	8:00-8:10	N/A
2) Action Items a) Approval of October 18, 2024 Minutes b) Acceptance of the Draft September Financials c) Revised Salary Schedule for FY2025 d) Adopt the Recovery Friendly Workplace Declaration	8:10-8:25	Refer to the enclosed memo and attachments.
3) Updates and Discussion Items a) Organizational Profitability b) Awards, Contracts, and General Business c) November Minors	8:25-8:50	Refer to the enclosed memo and attachments.
4) Other Business	8:50-8:55	N/A
5) Adjourn	9:00	N/A

Reasonable accommodations for people with disabilities are available upon request. Include a detailed description of the accommodation you will need along with your contact info. Please make your request as early as possible; allowing at least 5 days advance notice. Last-minute requests will be accepted but may be impossible to fill. Please call (603) 994-3500 x115 or email srpc@trafford.org.



RULES OF PROCEDURE

*Strafford Regional Planning Commission
Strafford Metropolitan Planning Organization, and
Strafford Economic Development District*

Meeting Etiquette

Be present at the scheduled start of the meeting.

Be respectful of the views of others.

Ensure that only one person talks at a time. Raising your hand to be recognized by the chair or facilitator is good practice.

Do not interrupt others or start talking before someone finishes.

Do not engage in cross talk.

Avoid individual discussions in small groups during the meeting. When one person speaks, others should listen.

Active participation is encouraged from all members.

When speaking, participants should adhere to topics of discussion directly related to agenda items.

When speaking, individuals should be brief and concise when speaking.

The Strafford Regional Planning Commission & Metropolitan Planning Organization holds both public meetings and public hearings.

For public meetings, guests are welcome to observe, but should follow proper meeting etiquette allowing the meeting to proceed uninterrupted. Members of the public who wish to be involved and heard should use venues such as Citizen Forum, Public Hearings, Public Comment Periods, outreach events, seminars, workshops, listening sessions, etc.



DATE: November 8, 2024

TO: Executive Committee Members

FROM: Jen Czysz, Executive Director

RE: Director's Report for the November 15, 2024 Meeting

The following notes correspond to individual agenda items for discussion.

2b. Accept the Draft August Financials

Balance Sheet: Thanks to the prompt payment of invoices, register balances at the end of September are lower than ideal, \$123,700. Of note, several large invoices for pass through costs including a new transportation projects database and several contract consultants: engineering support for Farmington and Milton projects, Brownfields, HUD grant subawards to the RPCs, and the USDA technical assistance grant provider. Checks were written to pay these bills with a 9/30 date but had not actually been issued until the reimbursement received from the funding entity.

Accounts Receivable: At the end of September our accounts receivable increased to \$267,171. Of that total, \$162,443 was the current month's billables and another 68,266 was received in early September, leaving a total past due amount of \$36,462. There are a few items that have delayed payments – EDA's grant payment system was shut down for several weeks at the end of the federal fiscal year and HUD requested a budget amendment that needed to be processed before payment issued (submitted and pending).

Profit and Loss and Income by Customer: The August income by customer was on its face extremely high – which would be theoretically great. However, the \$216,286 billed for projects included \$97,725 in pass through expenses. If those amounts are discounted, we only billed \$119,011. Ideally, billables should be in the \$130,000s or higher. Again, the month ended in the red, (8,626) and year to date we are at a net loss of (\$24,720). Year to date, billing against the UPWP contract is nearing the budget target. We are running behind on the EDD Partnership and several DES contracts. There are a couple contracts where we are running behind, but largely due to the timing of pass through expenses for consultants whose timing can be variable (Brownfields, HUD).

2c. Revised Salary Schedule for FY2025

The enclosed salary schedule proposes to raise the hourly rate for circuit rider contracts from \$75 to \$80 per hour. This change would go into effect with new and renewal contracts. Four out of SRPC's five contracts renew on January 1st.

3a. Organizational Profitability

I have reserved some time on the agenda for us to continue our conversation on organizational profitability. To assist in the conversation, in your packet, please find a detailed report of profit and loss by job (contract).



In thinking about a goal for the organization, a realistic initial goal would be to build the bank balance to have an unencumbered balance of \$120,000 in the bank at any given point. This is the equivalent of a month's operating costs (payroll, fringe benefits, rent, internet, etc.) and excludes reimbursable expenses.

3b. Awards, Contracts and General Business Update

Awards and Contracts: Refer to the table following this memo.

Indirect Rate: Approved Rate: 111.63%. Year to Date Actual: 119.85%.



FY2025 Dues Utilization:

Income:	
Total FY25 Dues Paid	\$34,666.56

Expenses:	
Planning Salaries	\$1,026.13
Dues and Subscriptions	\$30.75
Staff Training	\$50.00
Equipment Depreciation	\$868.50
Vehicle Interest	\$0.00
Bank Fees	\$0.00
Interest Expense	\$0.00
Meeting Expense	\$0.00
Office Expense	\$42.10
Travel	\$0.00
PLUR Books	-\$159.00
Finance Charge	\$54.25
Indirect (111.63%)	\$1,145.47
Total SRPC Expenses	\$3,058.20

Cash Match:	
UPWP	\$17,648.55
EDA	\$1,144.57
Coastal	\$615.01
LSWP	\$0.00
CommuteSmart	\$131.17
ROC Recreation Chapter	\$1,138.67
USDA Community Facilities	\$544.87
Safe Streets for All	\$7,750.00
Total Cash Match	\$28,972.84

Contract Overages:	
New Durham HOP	\$80.56
UNH PREPA Lee	\$422.89
UNH PREPA Somersworth	\$11.45
Housing Navigator	\$52.99
Total Contract Overages	\$503.45

Total Expenses	\$32,598.93
Dues Remaining	\$2,067.63

NEXT MEETING: November 15, 2024, 8 AM. – 9:00 A.M.

Proposals and Grant Applications Tracking

Title	Funder	Funding Year(s)	Award \$	Net Funding	Application Status	Contract Status	Description
PREPARE: Preparing for Resilient and Equitable Post-disaster Recovery to Events	NHDES Project of Special Merit	FY2025-2026	\$25,000	\$25,000	Awarded	Contract Forthcoming	Prepare coastal communities for flood events by incorporating coastal resiliency and equitable engagement into post-disaster assistance and recovery.
Durham Wagon Hill Living Shorelines Phase 2	Durham/NFWF	FY2025-2028	\$15,870	\$15,870	Awarded	Contract Forthcoming	Durham is the primary applicant working with NHDES and project partners and seeks to install Phase II of the Living Shoreline at Wagon Hill Farm in Durham, NH. SRPC's role in the project would be to assist with outreach and engagement.
Phase II of NH Coastal Flood Risk Model	NFWF	FY2025-2027	\$10,000	\$10,000	Awarded	Contract Forthcoming	Support DES efforts by participating in the advisory committee, site selection, and outreach in order to develop a dynamic sea-level rise and storm surge model for coastal NH to replace existing bathtub inundation maps
Transformative Planning Grant (Region Wide)	NHCDA	FY2024-2025	\$20,000	\$20,000	Awarded	Contract Forthcoming	Develop community-level strategies and planning activities that lead to the development of new project(s) that increase the housing supply
Somersworth HOP Zoning Reform	Invest NH	FY2025-2026	\$100,000	\$80,500	Submitted	NA- App Pending	Work with the City of Somersworth to completed zoning amendments that were identified as part of their HOP funded Master Plan and Audit.
Newmarket Form Based Code Phase II (HOP)	Invest NH	FY2025-2026	\$100,000	\$20,500	Submitted	NA- App Pending	Work with the Town of Newmarket to expand the recently completed Form Based Code town wide.
Nottingham Housing Master Plan Chapter	Invest NH	FY2025-2026	\$31,500	\$28,000	Submitted	NA- App Pending	Update the City's Housing Chapter of the master plan to incorporate the SRPC RHNA findings
Newmarket Prime Wetland Mapping	UNH PREP	FY2025-2026	\$1,700	\$1,700	Submitted	NA- App Pending	Produce new prime wetland maps.
Barrington Open Space and Recreation Master Plan Chapter	Town of Barrington	FY2025-2026	\$25,000	\$25,000	Estimate Prepared	-	Create a new master plan chapter that unites planning for open space protection and recreation planning. (this is postponed pending municipal funding)
Brookfield Master Plan Update	Brookfield	TBD	\$25,000	\$25,000	Estimate Prepared	-	Cost estimate prepared for the planning board to include a warrant article for 2025 funding to conduct a master plan update.
Strafford NRI	Strafford	TBD	\$14,000	\$14,000	Estimate Prepared	-	Cost estimate prepared for the planning board to create an interactive map tool to evaluate high priority natural resources. This project may be folded into the PREPA grant opportunity.
Strafford Natural Resources Master Plan Chapter Implementation	PREPA	FY2026	\$20,000	\$20,000	In Development	-	Currently being considered by the Planning Board. The town has several projects identified in their Master Plan and is possibly interested in pursuing a PREPA grant to implement one or more actions.
Somersworth Natural Resources Master Plan Chapter Implementation	PREPA	FY2026	\$20,000	\$20,000	In Development	-	Currently being considered by the City to implement a project from their recently completed master plan chapters.

Title	Funder	Funding Year(s)	Award \$	Net Funding	Application Status	Contract Status	Description
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Application/Proposal Status	Total Award \$	Sum of PassThrough	Net SRPC Funding
Awarded	\$70,870		\$70,870
Submitted	\$233,200	\$102,500	\$130,700
Estimate Prepared	\$64,000		\$64,000
In Development	\$40,000		\$40,000
Grand Total	\$408,070	\$102,500	\$305,570

SRPC EXECUTIVE COMMITTEE MEETING
October 18, 2024, 8:00 a.m. to 9:00 a.m.
Hybrid Meeting (Conference Rm 1A & via Zoom)

1. Introductions:

At 8:07 AM Chair David Landry called to order. In attendance: Dave Landry, Dover; Barbara Holstein, Rochester; Joe Boudreau, Rochester; Michael Lehrman, Durham; Matt Towne, Barrington; Michael Bobinsky, Somersworth; Katrin Kaster, Lee

Staff attending in person: Jen Czysz, Colin Lentz

Staff attending Zoom: Kyle Pimental, Megan Taylor-Fetter

2. Action Items

a) Approval of September 20, 2024 Minutes

B. Holstein motioned to approve the September 20 minutes as presented, seconded by K. Kasper. All members voted unanimously in favor.

b) Acceptance of the Draft August Financials

J. Czysz reviewed the August Financials:

Balance Sheet: Thanks to the prompt payment of invoices, bank balances at the end of August were up over \$225,000.

Accounts Receivable: At the end of August our accounts receivable was at \$221,821. Of that total, \$124,201 was the current month's billables and another \$78,101 was received in early September, leaving a total past due amount of \$19,519.

Profit and Loss and Income by Customer: The August income by customer was in the general ballpark of where we'd like to see monthly billing. Ideally, billables should be in the \$130,000s or higher. There was a large payment out (\$7,750) as our second of two payments of match to the Safe Streets for All project grant (administered by Rockingham Planning Commission on behalf of the 4 MPOs) that suppressed the month's billing. We also still need to get the DOT billing up about another \$10,000 per month. August ended with a net loss of \$3,113, bringing the first two months of the year to a net loss of \$16,139.

The group discussed the consequences of a municipality not paying dues; the process for submitting hazard mitigation plans, and additional pay periods in certain months.

M. Bobinsky motioned to approve the August financials seconded by Joe Boudreau. All members voted in favor. The motion passed.



c) FY2025 Organizational Goals

J. Czysz presented the FY2025 Organizational Goals:

1. Update SRPC's organizational policies.
 - a. Update the Employee Handbook to include:
 - i. a social media policy for use of SRPC's accounts.
 - ii. A policy or guidelines for use of ChatGPT and similar AI applications.
 - iii. Identify and incorporate policies to reward longevity.
 - b. Update SRPC's Operating Policies.
 - c. Complete the Disaster Recovery Plan and Continuity of Operations Plan.
2. Strengthen Commissioner engagement.
 - a. Host an annual SRPC 101 training in the evening open to all commissioners and interested individuals.
 - b. Increase regular communication with commissioners to ensure they are aware of efforts within their and surrounding communities.
3. Further develop organizational management skills, tools, and capacity.
 - a. Identify new tools and strategies to track project progress and staff time to ensure projects are completed on time and on budget with interim draft review points.
 - b. Internally revive management team meetings to coordinate project tracking and operations.
 - c. Use a procurement process to select an on-call engineering firm and/or landscape architect to supplement staff capacity for future projects.
 - d. Take steps to ensure the circuit rider program is a sustainable revenue source and a cost-effective way for municipalities to utilize professional planner services.
 - e. Build capacity among all staff to represent SRPC and market our services, as well as take an entrepreneurial approach and seek new funding opportunities that meet community needs.
 - f. Create opportunities to mentor staff directly or pair senior staff with more junior staff members on projects to build capacity and professional growth.
 - g. Continued monitoring of SRPC's financial position and make adjustments as needed to meet budgetary expectations and implement best practices identified by the auditors, SRPC's leadership and/or executive committee.

The group discussed the process and determining factors for setting the indirect rate, how to connect with commissioners, and the budget process.

K. Kasper motioned to accept the FY25 Director's Organizational Goals, and M. Bobinsky seconded the motion. All members voted in favor. The motion passed.

d) Approval of the SIMPLE IRA Employer Contribution for CY2025

J. Czysz stated that Strafford RPC has offered a Simple IRA retirement plan option since 2000. The plan has been unchanged since it was amended and restated in 2004. Retirement benefits are available to SRPC employees who earn at least \$5,000 a year. SPRC offers a matching contribution equal to each employee's contribution up to a limit of



3% of their annual compensation. Each year the executive committee is asked to approve the contribution limit, before completion of the annual Participant Notice (enclosed) that must be distributed to all eligible employees.

J. Boudreau motioned to approve the Simple IRA Employer Contribution for CY2025 to match contribution equal to each employee's contribution up to a limit of 3% of their annual compensation. K. Kasper seconded the motion. All members voted in favor. The motion passed.

3. Updates and Discussion Items

a) Annual Audit Executive Officer Questionnaire

J. Czysz stated that the new audit team and firm working on our annual audit have modified the questionnaire that was previously only completed by the chair and treasurer. The new approach is a form that is completed by the chair with input from Executive Committee members. D> Landry asked the committee members to share any possible comments or responses to questions they might have with him.

b) Awards and Contracts and General Business Update

J. Czysz stated that the approved indirect cost rate is 111.63%. As of the close of July the rate was 121.67%. Regarding new grants and applications, the only change since last month is that we now have contracts, several with DES, most of which have kicked off.

c) October monthly minors.

C. Lentz reviewed the October Minors and stated the Dover bridge replacement project moving forward, DOT has a newer program for electric vehicle charging infrastructures. Surfacing pavements on tier 2 highways, no impact to the various child projects in the region. There is a full amendment coming up next month.

4. Other Business

There was no other business.

5. Adjourn

Following a motion and a second, all members voted unanimously in favor to adjourn the meeting.



Strafford Regional Planning Commission
Balance Sheet
As of September 30, 2024

	Sep 30, 24	Sep 30, 23	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
FSB Checking	-17,695.67	31,122.63	-48,818.30
FSB Savings	141,396.35	66,514.15	74,882.20
Total Checking/Savings	123,700.68	97,636.78	26,063.90 ¹
Accounts Receivable			
Accounts Receivable	267,171.28	194,324.97	72,846.31
Total Accounts Receivable	267,171.28	194,324.97	72,846.31 ²
Other Current Assets			
Prepaid Expenses			
Prepaid Dues and Subscriptions	2,358.88	2,140.59	218.29
Prepaid Insurance (P & L)	6,970.50	5,917.50	1,053.00
Prepaid training	600.00	600.00	0.00
Prepaid Unemployment Comp	740.01	0.00	740.01
Prepaid Workers Compensation	467.76	0.00	467.76
Total Prepaid Expenses	11,137.15	8,658.09	2,479.06 ³
Prepaid software support	5,077.26	5,096.96	-19.70
Undeposited Funds	0.00	1,364.28	-1,364.28
Total Other Current Assets	16,214.41	15,119.33	1,095.08
Total Current Assets	407,086.37	307,081.08	100,005.29
Fixed Assets			
Right of Use Asset - Building			
Accumulated Amortization - Buil	-88,990.56	-60,888.12	-28,102.44
Right of Use Asset - Building - Other	112,410.00	112,410.00	0.00
Total Right of Use Asset - Building	23,419.44	51,521.88	-28,102.44 ⁵
Vehicles			
Vehicle Accumulated Depreciatio	-22,943.35	-19,119.43	-3,823.92
Ford Transit	22,943.35	22,943.35	0.00
Total Vehicles	0.00	3,823.92	-3,823.92 ⁶
Property and Equipment			
Accumulated Depreciation	-21,041.48	-16,613.90	-4,427.58
Equipment Purchase			
AI Traffic Counter	9,830.00	9,830.00	0.00
Pyro Traffic Count System	7,540.00	7,540.00	0.00
ThinkSystem ST520 FY24 Server	5,721.45	0.00	5,721.45
Lenova Think Server	3,983.04	3,983.04	0.00

Strafford Regional Planning Commission
Balance Sheet
As of September 30, 2024

	Sep 30, 24	Sep 30, 23	\$ Change
Equipment Purchase - Other	11,762.40	11,762.40	0.00
Total Equipment Purchase	38,836.89	33,115.44	5,721.45
Total Property and Equipment	17,795.41	16,501.54	1,293.87 ⁷
Total Fixed Assets	41,214.85	71,847.34	-30,632.49
TOTAL ASSETS	448,301.22	378,928.42	69,372.80
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
FSB Credit Card	2,574.42	1,377.71	1,196.71
Total Credit Cards	2,574.42	1,377.71	1,196.71 ⁸
Other Current Liabilities			
FY25 Dues in Advance	103,999.77	0.00	103,999.77
FY24 Dues in Advance	-0.02	104,116.75	-104,116.77
Building Lease Liab Current	22,124.20	21,389.93	734.27 ⁹
Current Portion of Lease Payabl	0.00	3,423.29	-3,423.29 ¹⁰
Benefits payable			
Simple IRA payable	48.00	48.00	0.00
Total Benefits payable	48.00	48.00	0.00
Contract Revenue In Advance	108,792.12	24,328.18	84,463.94 ¹¹
Payroll Liabilities			
FSA Payable	1,907.30	576.00	1,331.30 ¹²
FUTA	30.41	30.41	0.00
Social Security Payable	-0.02	-0.02	0.00
Payroll Liabilities - Other	1,440.06	1,079.68	360.38
Total Payroll Liabilities	3,377.75	1,686.07	1,691.68
Total Other Current Liabilities	238,341.82	154,992.22	83,349.60
Total Current Liabilities	240,916.24	156,369.93	84,546.31
Long Term Liabilities			
Building Lease Liab Non Current	2,492.85	31,868.00	-29,375.15 ¹³
Accrued expenses			
Accrued Payroll	22,021.22	20,053.38	1,967.84
Accrued Vacation	48,013.13	42,764.92	5,248.21
Annual Audit Accrual	22,500.00	6,000.00	16,500.00
Total Accrued expenses	92,534.35	68,818.30	23,716.05 ¹⁴

Strafford Regional Planning Commission
Balance Sheet
As of September 30, 2024

11:37 AM

10/24/24

Accrual Basis

	Sep 30, 24	Sep 30, 23	\$ Change
Total Long Term Liabilities	95,027.20	100,686.30	-5,659.10
Total Liabilities	335,943.44	257,056.23	78,887.21
Equity			
Retained Earnings	137,077.32	167,249.14	-30,171.82 ¹⁵
Net Income	-24,719.54	-45,376.95	20,657.41 ¹⁶
Total Equity	112,357.78	121,872.19	-9,514.41
TOTAL LIABILITIES & EQUITY	448,301.22	378,928.42	69,372.80

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Strafford Regional Planning Commission
Balance Sheet
As of September 30, 2024

11:37 AM

10/24/24

Accrual Basis

-
1. Checking/Savings: Several large contractor invoices were received in September. Checks were printed so that we could bill these costs for reimbursement. These checks are being held until reimbursement is received. All FY25 dues have been received, with the exception of Nottingham who declined to participate, and the funds have been deposited to the savings account.

 2. Accounts Receivable: See the Accounts Receivable Aging Summary Comments for details.

 3. Prepaid Insurances: In September 2023, we were instructed that effective January 1, 2024, Primex will no longer accept monthly payments. As a result, the various insurances are paid in full for the coverage periods, and a monthly entry is made to record monthly insurance expense to the profit and loss statement. The Property and Liability Insurance renewal is for Jun-Jul, and the Workers Compensation and Unemployment Insurance renewals are for Jan-Dec.

 4. Undeposited Funds: The balance shown for the previous fiscal year reflects payments received but not yet deposited to the bank as of the report end date.

 5. Right of Use Asset: Effective for fiscal year 2022, a new Government Accounting method was introduced, called GASB 87. It requires total lease payments (our office space) to be recorded as a liability, and a monthly expense is recorded as Amortization (previously Rent expense). The Amortization for this fiscal year is recorded at \$2,341.87 per month for the remainder of the fiscal year. The lease renews 7/31/25.

 6. Vehicle: The vehicle was paid off in May 2024 and is fully depreciated. The increase from last fiscal year represents the additional depreciation booked from the report end date through May 2024.

 7. Property and Equipment: The FY23 audit resulted in traffic count equipment being reclassified from the profit and loss as an expense, to the balance sheet as two separate assets: AI Traffic Counter and Pyro Traffic Count System purchased in June 2023. The cost for these items is recorded monthly to the profit and loss statement as depreciation expense over a five-year period. This equipment was paid for by NHDOT, so the depreciation expense is not reimbursable. In addition, a new server was purchased in December 2023. The expense is being recorded over a five-year period as monthly depreciation on the profit and loss statement and is considered an eligible indirect expense. All other assets are fully depreciated.

 8. Credit Card: Increases in the current fiscal year amount reflect expenses for staff to attend a NEARC conference and the purchase of a new website plug-in. These expenses did not apply in the previous fiscal year.

 9. Building Lease Liab Current: The total office lease payment is split between this account and Rent Expense on the profit and loss statement. For September, the \$2,500.00 lease payment was split out as \$2,423.83 applied to the current lease liability and \$76.17 to rent expense.

 10. Current Portion of Lease Payable: The prior year balance reflects the amount payable on the vehicle lease at the end of the reporting period. The vehicle is fully paid off in the current fiscal year.

 11. Contract Revenue in Advance: Current year balance = ROC RFP \$3,923, NHCF \$91,556, and EDA \$13,313. Advances are deposited to savings. Invoices are billed monthly to income on the profit and loss, and offset to the Contract Revenue in Advance balance, and those amounts earned are then transferred to the checking account.

 12. FSA Payable: This balance is the difference between payroll deductions collected and invoices received from HealthTrust for FSA eligible expense claims. There have been no claims paid this fiscal year through the report period.

Strafford Regional Planning Commission
Balance Sheet
As of September 30, 2024

11:37 AM

10/24/24

Accrual Basis

13. Building Lease Liab Non Current: This reflects the amount of lease payments in future fiscal years. The lease liability for fiscal year 2025 is reflected in the current liability account. Since the lease renews in August of 2025, there is approximately only one payment to be split in the next fiscal year (see discussions Building Lease Liab Current).

14. Accrued Expenses: Accrued payroll and Accrued Vacation balances reflect wages paid in FY25, but worked in FY24, and half of the Paid Time Off (PTO) hours accrued by staff at 6/30/24. These amounts are adjusted at year-end as part of the fiscal year close-out. The FY24 audit cost is \$18,000 based on Marcum LLP's engagement letter, an increase of \$6,000 from last year. Audit costs are booked at \$1,500 per month, and the Annual Audit Accrual account is reduced as actual invoices from the auditor are paid.

15. Retained Earnings: Cumulative posting of net income from all prior years.

16. Net Income: Reflects Net Income for the entire fiscal year through the report date.

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Strafford Regional Planning Commission
A/R Aging Summary
As of September 30, 2024

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
2000 LTA (Local Technical Assistance)						
2200 PLUR Books						
2209 Town of Milton PLUR	0.00	0.00	0.00	0.00	0.00	0.00
Total 2200 PLUR Books	0.00	0.00	0.00	0.00	0.00	0.00
2000 LTA (Local Technical Assistance) - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 2000 LTA (Local Technical Assistance)	0.00	0.00	0.00	0.00	0.00	0.00
3300 City of Dover						
3304 Dover HOP Audit & Ordinance	7,499.75	7,233.98	0.00	0.00	0.00	14,733.73
Total 3300 City of Dover	7,499.75	7,233.98 ¹	0.00	0.00	0.00	14,733.73
3500 Town of Farmington						
3501 FAR Circuit Rider	4,099.45	0.00	0.00	0.00	0.00	4,099.45
Total 3500 Town of Farmington	4,099.45	0.00	0.00	0.00	0.00	4,099.45
4100 Town of Newmarket						
4106 NKT MP Other	7,872.95	0.00	0.00	0.00	0.00	7,872.95
Total 4100 Town of Newmarket	7,872.95	0.00	0.00	0.00	0.00	7,872.95
4200 Town of Northwood						
4201 NOR Circuit Rider	975.00	975.00	0.00	0.00	0.00	1,950.00
Total 4200 Town of Northwood	975.00	975.00 ²	0.00	0.00	0.00	1,950.00
4300 Town of Nottingham						
4301 NOT Circuit Rider	3,109.85	5,041.10	0.00	0.00	0.00	8,150.95
Total 4300 Town of Nottingham	3,109.85	5,041.10 ³	0.00	0.00	0.00	8,150.95
4400 City of Rochester						
4403 ROC Rec MP	3,762.04	0.00	0.00	0.00	0.00	3,762.04
4402 UPWP ROC Sidewalk Assess	0.00	0.00	0.00	0.00	0.00	0.00
Total 4400 City of Rochester	3,762.04	0.00	0.00	0.00	0.00	3,762.04
4700 Town of Strafford						
4701 Strafford Circuit Rider	4,242.80	0.00	0.00	0.00	0.00	4,242.80
Total 4700 Town of Strafford	4,242.80	0.00	0.00	0.00	0.00	4,242.80
4800 Town of Wakefield						
4803 WAK NBRC Union Hotel Grant Admin	0.00	0.00	0.00	0.00	4,374.36 ⁴	4,374.36
4801 Wakefield Circuit Rider	525.00	752.50 ⁵	0.00	0.00	0.00	1,277.50
Total 4800 Town of Wakefield	525.00	752.50	0.00	0.00	4,374.36	5,651.86

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Strafford Regional Planning Commission
A/R Aging Summary
As of September 30, 2024

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
5201 UNH						
5206 Great Bay Adapts	1,013.73	0.00	0.00	0.00	0.00	1,013.73
5209 UNH PREPA SOM NR MP	2,084.40	0.00	0.00	0.00	0.00	2,084.40
5208 UNH PREPA LEE NRI	0.00	424.20	0.00	0.00	0.00	424.20
Total 5201 UNH	3,098.13	424.20	0.00	0.00	0.00	3,522.33
5310 Lamprey River LAC						
5311 LRAC Static & Online View Maps	801.07	0.00	0.00	0.00	0.00	801.07
5310 Lamprey River LAC - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 5310 Lamprey River LAC	801.07	0.00	0.00	0.00	0.00	801.07
6000 Business and Economic Affairs						
6004 FY2024-2025 TBG	3,619.08	3,718.34	0.00	0.00	0.00	7,337.42
Total 6000 Business and Economic Affairs	3,619.08	3,718.34	0.00	0.00	0.00	7,337.42
6100 NH DES						
6105 Coastal 2025	732.38	1,112.66	0.00	0.00	0.00	1,845.04
6306 LSWP NOR SWP-374	752.75	2,662.50	0.00	0.00	0.00	3,415.25
Total 6100 NH DES	1,485.13	3,775.16	0.00	0.00	0.00	5,260.29
6500 DEPT OF SAFETY (OEM)						
6504 HMGP 4516 FAR HazMit	1,620.00	0.00	0.00	0.00	0.00	1,620.00
6503 BRIC 21 MAD,NOR,ROC	0.00	1,575.00	0.00	0.00	0.00	1,575.00
Total 6500 DEPT OF SAFETY (OEM)	1,620.00	1,575.00	0.00	0.00	0.00	3,195.00
6600 CDFA-CDBG Grant Administration						
6602 CDBG Gafney Home	0.00	550.14	0.00	0.00	0.00	550.14
6603 CDBG Somersworth YMCA	0.00	391.69	0.00	0.00	0.00	391.69
Total 6600 CDFA-CDBG Grant Administration	0.00	941.83	0.00	0.00	0.00	941.83
7000 ECONOMIC DEVELOPMENT ADMINISTRATION						
7004 EDA FY 25-27	0.00	17,500.00	0.00	0.00	0.00	17,500.00
Total 7000 ECONOMIC DEVELOPMENT ADMINISTRATION	0.00	17,500.00	0.00	0.00	0.00	17,500.00
7100 EPA						
7111 Brownfields 24-28	22,680.77	0.00	0.00	0.00	0.00	22,680.77
Total 7100 EPA	22,680.77	0.00	0.00	0.00	0.00	22,680.77
7200 HUD						
7201 HUD EDI Regional Plan	15,065.23	5,987.80	0.00	0.00	0.00	21,053.03

**Strafford Regional Planning Commission
A/R Aging Summary
As of September 30, 2024**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Total 7200 HUD	15,065.23	5,987.80 ¹²	0.00	0.00	0.00	21,053.03
7300 USDA						
7301 USDA CF TAT	18,934.53	143.86	0.00	0.00	0.00	19,078.39
Total 7300 USDA	18,934.53	143.86 ¹³	0.00	0.00	0.00	19,078.39
8000 DOT UPWP						
8002 UPWP 24-25	62,814.92	52,285.59	0.00	0.00	0.00	115,100.51
Total 8000 DOT UPWP	62,814.92	52,285.59 ¹⁴	0.00	0.00	0.00	115,100.51
8100 COAST						
8101 CommuteSmart Seacoast	236.86	0.00	0.00	0.00	0.00	236.86
Total 8100 COAST	236.86	0.00	0.00	0.00	0.00	236.86
DOT_UPWP 2010-2011	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	162,442.56	100,354.36	0.00	0.00	4,374.36	267,171.28

DRAFT

Strafford Regional Planning Commission
A/R Aging Summary
As of September 30, 2024

11:42 AM

10/24/24

-
1. DOV HOP: \$7,233.98 received in Oct

 2. Northwood: \$975 received in Oct

 3. Nottingham: \$5,041.00 received in Oct, Betsy will send the .10 due in next payment

 4. Wakefield NBRC: I have followed up on this invoice

 5. Wakefield CR: \$752.50 received in Oct

 6. UNH PREPA Lee: UNH is waiting for final deliverables before making final payment

 7. TBG: \$3,718.34 received in Oct

 8. DES: \$3,775.16 received in Oct

 9. BRIC21: \$1,575 received in Oct

 10. CDBG: There was some back and forth with Rochester about the billing

 11. EDA: ASAP had a shut down period and funds should be released by 10/28/24

 12. HUD: HUD requested a budget amendment due to the change in the ICR from application to approval and it is still in the review process. Once the budget amendment is approved, payment will be issued.

 13. USDA: \$143.86 was approved for payment on 10/17/24 and not yet received at the time of this report

 14. UPWP: \$52,285.59 received in Oct

Strafford Regional Planning Commission
Profit & Loss
September 2024

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10/24/24

Accrual Basis

	Sep 24	Sep 23	\$ Change
Ordinary Income/Expense			
Income			
SRPC Membership Dues	11,555.53	11,568.53	-13.00
SRPC Revenue			
Municipal and NonProfit Revenue			
3104 BAR Housing MP Chapter	0.00	3,639.78	-3,639.78
3304 DOV HOP	7,499.75	0.00	7,499.75
3501 FAR Circuit Rider	4,099.45	3,659.65	439.80
3507 FAR HOP Grant	0.00	12,846.28	-12,846.28
4106 NKT MP Other	7,872.95	0.00	7,872.95
4201 NORPlanning Services	975.00	1,897.04	-922.04
4301 NOT Circuit Rider	3,109.85	1,173.65	1,936.20
4403 ROC Rec Chapter	4,439.21	3,100.59	1,338.62
4605 SOM MP and Audit	0.00	5,061.32	-5,061.32
4701 Strafford Circuit Rider	4,242.80	2,928.40	1,314.40
4801 WAK Circuit Rider	525.00	747.50	-222.50
5121 NHCF GB2030 Milton Watersh	17,545.67	0.00	17,545.67
5122 GB Signage	1,919.69	0.00	1,919.69
5151 GSCH - Tufts	0.00	1,572.89	-1,572.89
5310 LRAC Mapping	801.07	0.00	801.07
Total Municipal and NonProfit Revenue	53,030.44	36,627.10	16,403.34
Total SRPC Revenue	53,030.44	36,627.10	16,403.34 ¹
Federal Agencies Incl EDD			
7004 EDD Partnership	8,175.03	6,751.84	1,423.19
7111 EPA Brownfields FY24-28	22,680.77	0.00	22,680.77
7201 HUD EDI CDS	15,065.23	0.00	15,065.23
7301 USDA RD-FAR MIL	19,448.45	0.00	19,448.45
Total Federal Agencies Incl EDD	65,369.48	6,751.84	58,617.64 ²
State Award Revenue			
Dept of Bus & Econ Affairs			
6004 TBG 24-25	3,619.08	1,165.30	2,453.78
Total Dept of Bus & Econ Affairs	3,619.08	1,165.30	2,453.78
NHDES			
6306 LSWP NOR SWP-374	1,514.83	0.00	1,514.83
6105 Coastal TA 2025	976.50	0.00	976.50
6104 Coastal 24	0.00	3,757.63	-3,757.63
Total NHDES	2,491.33	3,757.63	-1,266.30
UNH			
5206 UNH-GREAT BAY ADAPTS	1,013.73	0.00	1,013.73
5209 UNH PREPA-SOM NAT RES MP	2,095.85	0.00	2,095.85

Strafford Regional Planning Commission
Profit & Loss
September 2024

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10/24/24

Accrual Basis

	Sep 24	Sep 23	\$ Change
Total UNH	3,109.58	0.00	3,109.58
6802 NHHA Housing Navigator	24,336.39	9,539.03	14,797.36
Pre-Disaster Mitigation			
6502 BRIC20	0.00	5,800.00	-5,800.00
6504 HAZMIT FAR 4516	1,800.00	0.00	1,800.00
Total Pre-Disaster Mitigation	1,800.00	5,800.00	-4,000.00
Total State Award Revenue	35,356.38	20,261.96	15,094.42 ³
MPO Revenue			
NH DOT			
8002 UPWP 24-25	69,794.36	44,926.23	24,868.13
8101 COAST/CMAQ	296.07	681.57	-385.50
Total NH DOT	70,090.43	45,607.80	24,482.63
Total MPO Revenue	70,090.43	45,607.80	24,482.63 ⁴
Contra Income Cash Match			
4403 Cash Match ROC Rec Chapter	-677.17	-472.98	-204.19
EDD Cash Match	-530.10	-698.28	168.18
Coastal Cash Match	-244.12	-353.30	109.18
Cash Match GSCH	0.00	-260.64	260.64
USDA Cash Match	-513.92	0.00	-513.92
DOT Cash Match	-6,979.44	-4,492.62	-2,486.82
Cash Match CommuteSmart	-59.21	-75.74	16.53
Total Contra Income Cash Match	-9,003.96	-6,353.56	-2,650.40
Contra Income InKind/Soft Match			
MIL 3 Ponds IK Match	-4,111.68	0.00	-4,111.68
In-Kind EDD Match	-4,994.44	-3,279.30	-1,715.14
In-Kind Coastal Match	0.00	-2,344.44	2,344.44
IK LSWP	-762.08	0.00	-762.08
BRIC20 IK Match	0.00	-1,450.00	1,450.00
6504 FAR_NKT 4516 Haz Mit IK	-180.00	0.00	-180.00
Total Contra Income InKind/Soft Match	-10,048.20	-7,073.74	-2,974.46
Contract Overage	-64.44	0.00	-64.44
Total Income	216,285.66	107,389.93	108,895.73
Gross Profit	216,285.66	107,389.93	108,895.73
Expense			
Personnel Expenses			

Strafford Regional Planning Commission
Profit & Loss
September 2024

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Accrual Basis

	Sep 24	Sep 23	\$ Change
Salary and Wages	91,114.56	74,702.52	16,412.04
Payroll Expenses			
Dental insurance expense	710.49	681.05	29.44
Health incentive	0.00	0.00	0.00
Health Insurance expense	11,571.05	9,998.10	1,572.95
Life Insurance expense	98.10	124.61	-26.51
LTD Insurance expense	54.62	69.97	-15.35
STD insurance expense	244.08	249.31	-5.23
Payroll Processing Fees	284.50	236.25	48.25
Pension expense	2,592.50	2,040.81	551.69
Unemployment expense	246.67	207.67	39.00
Workers Compensation	155.92	157.50	-1.58
Payroll Taxes			
Medicare Expense	1,293.95	1,050.66	243.29
Social Security expense	5,532.74	4,492.47	1,040.27
Payroll Taxes - Other	-0.02	-0.02	0.00
Total Payroll Taxes	6,826.67	5,543.11	1,283.56
Total Payroll Expenses	22,784.60	19,308.38	3,476.22
Dues and Subscriptions	345.86	388.10	-42.24
Staff Training and Seminars	2,141.50	697.50	1,444.00
Total Personnel Expenses	116,386.52	95,096.50	21,290.02
Equipment expense			
Copier Maintenance Contract	407.97	336.77	71.20
Office furniture			
Computer equipment	0.00	270.24	-270.24
Total Office furniture	0.00	270.24	-270.24
Software expense			
ArcInfo/View software	531.67	483.33	48.34
Office Software			
AudioEye	49.13	49.13	0.00
Buffer	30.00	30.00	0.00
Community Viz	56.25	72.88	-16.63
Trimble SketchUp	0.00	62.42	-62.42
Timesheet Software	148.00	148.00	0.00
Survey Monkey	75.00	75.00	0.00
Zoom	45.83	45.83	0.00
Adobe In Design	22.99	141.87	-118.88
Constant Contact	130.50	130.50	0.00
DropBox	0.00	11.99	-11.99
Microsoft Office 365	200.00	225.00	-25.00

Strafford Regional Planning Commission
Profit & Loss
September 2024

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Accrual Basis

	Sep 24	Sep 23	\$ Change
Total Office Software	757.70	992.62	-234.92
Total Software expense	1,289.37	1,475.95	-186.58
Transportation Databases	20,000.00	0.00	20,000.00
Total Equipment expense	21,697.34	2,082.96	19,614.38
Fixed Expenses			
Equipment Depreciation	384.86	289.46	95.40
Amortization-Building	2,341.87	2,341.87	0.00
Insurance			
Liability Insurance	774.50	657.50	117.00
Total Insurance	774.50	657.50	117.00
Rent	76.17	156.61	-80.44
Vehicle Expenses			
Depreciation Expense	0.00	477.99	-477.99
Vehicle Gas & Repairs	70.32	47.79	22.53
Vehicle Interest	0.00	18.38	-18.38
Total Vehicle Expenses	70.32	544.16	-473.84
Total Fixed Expenses	3,647.72	3,989.60	-341.88
Communications			
Postage and Delivery	0.00	40.12	-40.12
Telephone and Internet	411.21	270.74	140.47
Website maintenance and updates			
Website and logo design	17.98	17.98	0.00
Website maintenance and updates - Other	214.20	0.00	214.20
Total Website maintenance and updates	232.18	17.98	214.20
Total Communications	643.39	328.84	314.55
Administrative			
Meetings Expense			
Meetings Advertising Expense	0.00	314.14	-314.14
Total Meetings Expense	0.00	314.14	-314.14
Office Expense	275.33	159.91	115.42
Office Supplies	226.04	306.59	-80.55
Professional Fees			
Accounting, Audit	1,500.00	1,000.00	500.00
Total Professional Fees	1,500.00	1,000.00	500.00

Strafford Regional Planning Commission
Profit & Loss
September 2024

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Accrual Basis

	Sep 24	Sep 23	\$ Change
Travel & Ent			
Travel	941.25	473.57	467.68
Total Travel & Ent	941.25	473.57	467.68
Total Administrative	2,942.62	2,254.21	688.41
Contract Labor			
IT and Network support	1,896.18	2,009.00	-112.82
Pass Through Expense			
3507 FAR HOP Consultant	10,000.00	11,725.00	-1,725.00
5121 GB2030 MIL Water Engineer	12,607.25	0.00	12,607.25
5122 GB2030 Sign Contract Plan	1,260.00	0.00	1,260.00
5207 DOV PREPA Consultant	250.00	0.00	250.00
6152 NKT CRG Exp & Planner	652.50	0.00	652.50
7111 EPA Brownfields Consultant	21,269.37	0.00	21,269.37
7201 HUD EDI CDS RPC Exp	13,710.12	0.00	13,710.12
7301 USDA RD FAR MIL Consultant	17,975.16	0.00	17,975.16
Total Pass Through Expense	77,724.40	11,725.00	65,999.40
Total Contract Labor	79,620.58	13,734.00	65,886.58
Total Expense	224,938.17	117,486.11	107,452.06
Net Ordinary Income	-8,652.51	-10,096.18	1,443.67
Other Income/Expense			
Other Income			
Interest Income	26.80	13.88	12.92
Total Other Income	26.80	13.88	12.92
Net Other Income	26.80	13.88	12.92
Net Income	-8,625.71	-10,082.30	1,456.59

Strafford Regional Planning Commission
Profit & Loss
September 2024

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Accrual Basis

-
1. Municipal revenue: Municipal revenue streams continue to increase and the addition of new staff has enabled further work to be completed on these contracts. The BAR Housing MP Chapter concluded January 2024. All HOP grants, except Dover, were completed in July of this year, and the GSCH project concluded in November 2023. The NHCHF grants (#5121, 5122) are new for this fiscal year.

 2. Federal Agencies: The new three-year EDA contract has a start date of 7/1/24, and EDA set up and opened this grant for billing and advances in August. The EPA Brownfields last billing in the prior fiscal year was 6/30/24. HUD and USDA contracts are new for this fiscal year.

 3. State Awards Revenue: NHDES Coastal 24 concluded in the previous fiscal year. NHHFA Housing Navigator closed out this month. This fiscal year, Pre-Disaster Mitigation contracts are being issued to the individual towns/cities, and SRPC is being hired as the subcontractor. Given the changing nature of the state contract "portfolio", it is hard to compare each contract from one fiscal year to another.

 4. MPO Revenue: The new UPWP contract started 7/1/23 for another two-year cycle, ending 6/30/25.

 5. Personnel Costs: Over the past couple of years, salaries have been slowly increased to better reflect labor market conditions and to encourage employee retention. Increases in pension and payroll tax expenses correlate to the increase in salaries. Health Insurance costs increased approximately 14.6% for this fiscal year.

 6. Transportation Database: Three-year contract to develop and implement a database for TIP, 10 Year Plan, and Long Range Planning project tracking and workflow. The total costs are being split amongst 4 RPCs.

 7. Pass Through Expenses: These are contingent on contracts in effect, and the timing of contractor invoices for each month.

Strafford Regional Planning Commission
Income by Customer
September 2024

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10/24/24

Accrual Basis

Date	Name	Memo	Amount
2000 LTA (Local Technical Assistance)			
09/01/2024	2000 LTA (Local...	Dues 138666.33 (LESS NOT)=11555.53 AUG-JUN, JUL 11555.50	11,555.53
Total 2000 LTA (Local Technical Assistance)			11,555.53
3300 City of Dover			
3304 Dover HOP Audit & Ordinance			
09/30/2024	3300 City of Do...	Progress Billing - Dover HOP - PO 202405428 - September 2024	7,499.75
Total 3304 Dover HOP Audit & Ordinance			7,499.75
Total 3300 City of Dover			7,499.75
3500 Town of Farmington			
3501 FAR Circuit Rider			
09/30/2024	3500 Town of F...	Progress Billing - Farmington Circuit Rider - September 2024	4,099.45
Total 3501 FAR Circuit Rider			4,099.45
Total 3500 Town of Farmington			4,099.45
4100 Town of Newmarket			
4106 NKT MP Other			
09/30/2024	4100 Town of N...	Progress Billing - Newmarket Master Plan Other Updates- September 2024	7,872.95
Total 4106 NKT MP Other			7,872.95
Total 4100 Town of Newmarket			7,872.95
4200 Town of Northwood			
4201 NOR Circuit Rider			
09/30/2024	4200 Town of N...	Progress Billing - Northwood Circuit Rider - September 2024	975.00
Total 4201 NOR Circuit Rider			975.00
Total 4200 Town of Northwood			975.00
4300 Town of Nottingham			
4301 NOT Circuit Rider			
09/30/2024	4300 Town of N...	Progress Billing - Nottingham Circuit Rider - September 2024 - Part A	2,809.85
09/30/2024	4300 Town of N...	Progress Billing - Nottingham Circuit Rider - September 2024 - Part B	300.00
Total 4301 NOT Circuit Rider			3,109.85
Total 4300 Town of Nottingham			3,109.85
4400 City of Rochester			
4403 ROC Rec MP			
09/30/2024	4400 City of Ro...	Rochester Recreation Master Plan Chapter - September 2024	4,439.21
09/30/2024	4400 City of Ro...	Cash Match - Rochester Recreation Chapter	-677.17

Strafford Regional Planning Commission
Income by Customer
September 2024

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10/24/24

Accrual Basis

Date	Name	Memo	Amount
	Total 4403 ROC Rec MP		3,762.04
	Total 4400 City of Rochester		3,762.04
	4700 Town of Strafford		
	4701 Strafford Circuit Rider		
09/30/2024	4700 Town of St...	Progress Billing - Strafford Circuit Rider - September 2024	4,242.80
	Total 4701 Strafford Circuit Rider		4,242.80
	Total 4700 Town of Strafford		4,242.80
	4800 Town of Wakefield		
	4801 Wakefield Circuit Rider		
09/30/2024	4800 Town of W...	Progress Billing - Wakefield Circuit Rider - September 2024	525.00
	Total 4801 Wakefield Circuit Rider		525.00
	Total 4800 Town of Wakefield		525.00
	5120 NHCF		
	5122 NHCF GB Signage		
09/30/2024	5120 NHCF:512...	Progress Billing, GB2030 Signage-PR24-157235 - September 2024	1,919.69
	Total 5122 NHCF GB Signage		1,919.69
	5121 NHCF MIL 3 Ponds		
09/30/2024	5120 NHCF:512...	Progress Billing NHCF - GB2030 - Milton Watershed Plan - PR24-157226 - September 2024	17,545.67
09/30/2024	5120 NHCF:512...	MIL 3 Ponds InKind Match	-4,111.68
	Total 5121 NHCF MIL 3 Ponds		13,433.99
	Total 5120 NHCF		15,353.68
	5201 UNH		
	5206 Great Bay Adapts		
09/30/2024	5201 UNH:5206...	Progress Billing - Great Bay Adapts - P0144899 - September 2024	1,013.73
	Total 5206 Great Bay Adapts		1,013.73
	5209 UNH PREPA SOM NR MP		
09/30/2024	5201 UNH:5209...	Final Billing - Somersworth PREPA NRI P0139200- September 2024	2,095.85
09/30/2024	5201 UNH:5209...	To record when contracts go over budget in QuickBooks	-11.45
	Total 5209 UNH PREPA SOM NR MP		2,084.40
	Total 5201 UNH		3,098.13
	5310 Lamprey River LAC		
	5311 LRAC Static & Online View Maps		
09/30/2024	5310 Lamprey ...	Progress Billing - LRAC Static Map and Interactive Map Viewer - September 2024 - CZYSZ	118.63
09/30/2024	5310 Lamprey ...	Progress Billing - LRAC Static Map and Interactive Map Viewer - September 2024 - NOTTINGER	71.96

Strafford Regional Planning Commission
Income by Customer
September 2024

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10/24/24

Accrual Basis

Date	Name	Memo	Amount
09/30/2024	5310 Lamprey ...	Progress Billing - LRAC Static Map and Interactive Map Viewer - September 2024 - RAND	610.48
	Total 5311 LRAC Static & Online View Maps		801.07
	Total 5310 Lamprey River LAC		801.07
6000 Business and Economic Affairs			
6004 FY2024-2025 TBG			
09/30/2024	6000 Business ...	Targeted Block Grant 24-25 - Progress Billing - September 2024	3,619.08
	Total 6004 FY2024-2025 TBG		3,619.08
	Total 6000 Business and Economic Affairs		3,619.08
6100 NH DES			
6105 Coastal 2025			
09/30/2024	6100 NH DES:6...	Progress Billing Coastal TA FY25- 24-306-08- September 2024	976.50
09/30/2024	6100 NH DES:6...	Coastal TA FY24-25 Cash Match	-244.12
	Total 6105 Coastal 2025		732.38
6306 LSWP NOR SWP-374			
09/30/2024	6100 NH DES:6...	Progress Billing - LSWP - SWP-374 - September 2024	1,514.83
09/30/2024	6100 NH DES:6...	In Kind Match - LSWP	-762.08
	Total 6306 LSWP NOR SWP-374		752.75
	Total 6100 NH DES		1,485.13
6500 DEPT OF SAFETY (OEM)			
6504 HMGP 4516 FAR HazMit			
09/30/2024	6500 DEPT OF ...	Progress Billing - Farmington HMGP4516 - September	1,800.00
09/30/2024	6500 DEPT OF ...	Farmington HMGP InKind Match	-180.00
	Total 6504 HMGP 4516 FAR HazMit		1,620.00
	Total 6500 DEPT OF SAFETY (OEM)		1,620.00
6800 NH Housing Authority			
6802 Housing Navigator			
09/30/2024	6800 NH Housin...	Final Billing - NHHFA Housing Navigator - September 2024	24,336.39
09/30/2024	6800 NH Housin...	To record when contracts go over budget in QuickBooks	-52.99
	Total 6802 Housing Navigator		24,283.40
	Total 6800 NH Housing Authority		24,283.40
7000 ECONOMIC DEVELOPMENT ADMINISTRATION			
7004 EDA FY 25-27			
09/30/2024	7000 ECONOMI...	Progress Billing EDD Planning Partnership ED24PHI0G0490 FY25-27 - September 2024	8,175.03
09/30/2024	7000 ECONOMI...	Cash Match	-530.10

**Strafford Regional Planning Commission
Income by Customer
September 2024**

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10/24/24

Accrual Basis

Date	Name	Memo	Amount
09/30/2024	7000 ECONOMI...	InKind Match	-4,994.44
Total 7004 EDA FY 25-27			2,650.49
Total 7000 ECONOMIC DEVELOPMENT ADMINISTRATION			2,650.49
7100 EPA			
7111 Brownfields 24-28			
09/30/2024	7100 EPA:7111 ...	Brownfields 24-28 Progress Billing - August-September 2024	22,680.77
Total 7111 Brownfields 24-28			22,680.77
Total 7100 EPA			22,680.77
7200 HUD			
7201 HUD EDI Regional Plan			
09/30/2024	7200 HUD:7201...	Progress Billing - HUD B-22-CP-NH-0567 - September 2024	15,065.23
Total 7201 HUD EDI Regional Plan			15,065.23
Total 7200 HUD			15,065.23
7300 USDA			
7301 USDA CF TAT			
09/30/2024	7300 USDA:730...	Progress Billing - USDA FY23 RD CF TAT - September 2024	19,448.45
09/30/2024	7300 USDA:730...	Cash Match - SRPC	-510.24
09/30/2024	7300 USDA:730...	Cash Match - FAR	-1.72
09/30/2024	7300 USDA:730...	Cash Match - MIL	-1.96
Total 7301 USDA CF TAT			18,934.53
Total 7300 USDA			18,934.53
8000 DOT UPWP			
8002 UPWP 24-25			
09/30/2024	8000 DOT UPW...	Progress Billing - UPWP - September 2024	69,794.36
09/30/2024	8000 DOT UPW...	10% Matching Funds	-6,979.44
Total 8002 UPWP 24-25			62,814.92
Total 8000 DOT UPWP			62,814.92
8100 COAST			
8101 CommuteSmart Seacoast			
09/30/2024	8100 COAST:81...	COAST CommuteSmart Progress Billing - Aug-Sep 2024	296.07
09/30/2024	8100 COAST:81...	CommteSmart Cash Match	-59.21
Total 8101 CommuteSmart Seacoast			236.86
Total 8100 COAST			236.86

Strafford Regional Planning Commission
Income by Customer
September 2024

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Accrual Basis

Date	Name	Memo	Amount
TOTAL			<u>216,285.66</u>

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10/24/24

Accrual Basis

Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2024

	Jul - Sep 24	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
SRPC Membership Dues	34,666.56	34,417.50	249.06
SRPC Revenue			
Municipal and NonProfit Revenue			
3304 DOV HOP	19,750.55	10,000.01	9,750.54
3501 FAR Circuit Rider	14,384.36	17,500.02	-3,115.66
3506 FAR Tax Maps FY23	0.00	1,112.51	-1,112.51
3507 FAR HOP Grant	17,105.96	17,500.00	-394.04
3903 MIL CWSRF	0.00	6,000.00	-6,000.00
4004 NDU Housing and Land Use	7,438.61	5,000.00	2,438.61
4105 NKT HOP1 MP Housing	687.14	2,000.00	-1,312.86
4106 NKT MP Other	14,532.79	16,249.97	-1,717.18
4107 NKT HOP3 Form Based Code	37,480.59	22,000.00	15,480.59
4201 NORPlanning Services	3,363.75	7,500.00	-4,136.25
4301 NOT Circuit Rider	10,671.50	4,999.97	5,671.53
4403 ROC Rec Chapter	7,464.61	5,900.00	1,564.61
460x SOM Tax Maps	0.00	71.42	-71.42
4605 SOM MP and Audit	8,356.90	4,000.00	4,356.90
470x STR Tax Maps	0.00	71.42	-71.42
4701 Strafford Circuit Rider	10,988.10	9,000.00	1,988.10
4801 WAK Circuit Rider	1,277.50	625.03	652.47
4803 WAK NBRC Union Hotel	0.00	1,500.00	-1,500.00
5091 SMPDC InterReg Housing	0.00	2,000.00	-2,000.00
5121 NHCF GB2030 Milton Watersh	19,898.51	19,687.50	211.01
5122 GB Signage	2,672.55	11,442.47	-8,769.92
5310 LRAC Mapping	1,297.09	2,290.00	-992.91
5501 GIS Projects	0.00	1.00	-1.00
Total Municipal and NonProfit Revenue	177,370.51	166,451.32	10,919.19
Total SRPC Revenue	177,370.51	166,451.32	10,919.19²
Federal Agencies Incl EDD			
7004 EDD Partnership	17,666.11	34,999.97	-17,333.86
7111 EPA Brownfields FY24-28	24,414.49	33,825.00	-9,410.51
7201 HUD EDI CDS	29,248.32	148,999.97	-119,751.65
7301 USDA RD-FAR MIL	20,638.72	24,087.47	-3,448.75
Total Federal Agencies Incl EDD	91,967.64	241,912.41	-149,944.77³
State Award Revenue			
Dept of Bus & Econ Affairs			
6004 TBG 24-25	8,731.81	2,777.72	5,954.09
Total Dept of Bus & Econ Affairs	8,731.81	2,777.72	5,954.09
NHDES			
6306 LSWP NOR SWP-374	6,778.25	8,164.60	-1,386.35

Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2024

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10/24/24

Accrual Basis

	Jul - Sep 24	Budget	\$ Over Budget
6105 Coastal TA 2025	3,357.21	7,500.00	-4,142.79
6152 NKT Riverfront CRG	0.00	7,999.97	-7,999.97
6154 5YR CFRS Update	0.00	424.97	-424.97
Total NHDES	10,135.46	24,089.54	-13,954.08
UNH			
5206 UNH-GREAT BAY ADAPTS	1,729.41	1,400.00	329.41
5207 UNH-PREPA DOV NRI	6,037.04	3,525.00	2,512.04
5208 UNH PREPA-LEE NRI	6,569.58	3,150.00	3,419.58
5209 UNH PREPA-SOM NAT RES MP	6,827.23	5,625.00	1,202.23
5210 Evolve CAW Practice	0.00	3,499.99	-3,499.99
Total UNH	21,163.26	17,199.99	3,963.27
CDFA			
6602 CDBG Gafney	550.14	1,000.00	-449.86
6603 CDBG SOM YMCA	391.69	4,090.97	-3,699.28
6604 CDBG TRANSFORMATIVE PLAN	0.00	2,000.00	-2,000.00
Total CDFA	941.83	7,090.97	-6,149.14
6802 NHHA Housing Navigator Pre-Disaster Mitigation	47,801.95	40,000.00	7,801.95
6502 BRIC20	1,366.65	2,700.00	-1,333.35
6503 BRIC21 MAD NOR ROC	4,100.00	2,749.97	1,350.03
6504 HAZMIT FAR 4516	4,800.00	8,800.03	-4,000.03
6505 BRIC22	0.00	3,333.28	-3,333.28
Total Pre-Disaster Mitigation	10,266.65	17,583.28	-7,316.63
Total State Award Revenue	99,040.96	108,741.50	-9,700.54 ⁴
MPO Revenue			
NH DOT			
8002 UPWP 24-25	176,485.41	200,767.98	-24,282.57
8101 COAST/CMAQ	655.84	1,562.53	-906.69
Total NH DOT	177,141.25	202,330.51	-25,189.26
Total MPO Revenue	177,141.25	202,330.51	-25,189.26 ⁵
Contra Income Cash Match			
4403 Cash Match ROC Rec Chapter	-1,138.67	-900.00	-238.67
EDD Cash Match	-1,144.57	-4,378.00	3,233.43
7301 USDA Cash Match	0.00	-328.00	328.00
7301 USDA Town Cash Match	0.00	-361.00	361.00
Coastal Cash Match	-839.30	-1,247.00	407.70
USDA Cash Match	-544.87	0.00	-544.87

Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2024

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10/24/24

Accrual Basis

	Jul - Sep 24	Budget	\$ Over Budget
DOT Cash Match	-17,648.55	-20,076.75	2,428.20
Cash Match CommuteSmart	-131.17	-312.47	181.30
Safe Streets Cash Match	-7,750.00	0.00	-7,750.00
Total Contra Income Cash Match	-29,197.13	-27,603.22	-1,593.91
Contra Income InKind/Soft Match			
5091 SMPDC Hsg IK Match	0.00	-250.00	250.00
In-Kind EDD Match	-12,334.87	-13,125.00	790.13
In-Kind Coastal Match	0.00	-2,500.03	2,500.03
IK LSWP	-866.00	0.00	-866.00
BRIC20 IK Match	-341.66	-675.00	333.34
BRIC21 IK Match	-1,025.00	-687.47	-337.53
6504 FAR_NKT 4516 Haz Mit IK	-480.00	-2,200.03	1,720.03
6505 BRIC22 In Kind Match	0.00	-833.25	833.25
Total Contra Income InKind/Soft Match	-19,159.21	-20,270.78	1,111.57
Total Income	531,262.69	705,979.24	-174,716.55
Gross Profit	531,262.69	705,979.24	-174,716.55
Expense			
Personnel Expenses			
Salary and Wages	263,550.14	258,432.28	5,117.86
Payroll Expenses			
PFML	1,358.41	1,621.25	-262.84
Dental insurance expense	2,131.47	2,216.72	-85.25
Health incentive	340.20	0.00	340.20
Health Insurance expense	32,596.32	35,032.97	-2,436.65
Life Insurance expense	294.30	364.22	-69.92
LTD Insurance expense	163.86	199.50	-35.64
STD insurance expense	732.24	718.22	14.02
Payroll Processing Fees	900.25	1,000.03	-99.78
Pension expense	7,591.68	7,661.25	-69.57
Unemployment expense	740.01	739.97	0.04
Workers Compensation	467.76	467.72	0.04
Payroll Taxes	19,890.48	19,918.22	-27.74
Total Payroll Expenses	67,206.98	69,940.07	-2,733.09
Dues and Subscriptions	1,391.23	1,079.72	311.51
Staff Training and Seminars	2,365.50	4,000.03	-1,634.53
Total Personnel Expenses	334,513.85	333,452.10	1,061.75
Equipment expense			
Copier Maintenance Contract	1,057.97	975.00	82.97

Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2024

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Accrual Basis

	Jul - Sep 24	Budget	\$ Over Budget
Office furniture			
Computer equipment	1,701.39	1,406.25	295.14
Office furniture - Other	0.00	250.03	-250.03
Total Office furniture	1,701.39	1,656.28	45.11
Other Equipment Repair and Cost	0.00	124.97	-124.97
Software expense			
ArcInfo/View software	1,715.01	1,594.97	120.04
Office Software	6,497.71	3,499.97	2,997.74
Total Software expense	8,212.72	5,094.94	3,117.78 ⁷
Traffic Count Expenses			
Traffic counting supplies	1,731.96	750.00	981.96
Total Traffic Count Expenses	1,731.96	750.00	981.96 ⁸
Transportation Databases	20,000.00	6,990.00	13,010.00 ⁹
Total Equipment expense	32,704.04	15,591.19	17,112.85
Fixed Expenses			
Amortization-Building	7,025.61	0.00	7,025.61
Insurance			
Liability Insurance	2,323.50	0.00	2,323.50
Insurance - Other	0.00	2,323.50	-2,323.50
Total Insurance	2,323.50	2,323.50	0.00
Rent	248.90	7,500.00	-7,251.10 ¹⁰
Vehicle Expenses	318.88	1,150.03	-831.15
Total Fixed Expenses	11,071.47	10,973.53	97.94
Communications			
Media Outreach Expense	0.00	250.03	-250.03
Office Telephone System	0.00	228.75	-228.75
Postage and Delivery	73.32	100.03	-26.71
Telephone and Internet	1,213.32	900.00	313.32
Website maintenance and updates	572.34	296.25	276.09
Total Communications	1,858.98	1,775.06	83.92
Administrative			
Library & Planning Books	-159.00	0.00	-159.00
Meetings Expense	-585.34	874.97	-1,460.31
Office Expense	818.67	2,500.03	-1,681.36

Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2024

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Accrual Basis

	Jul - Sep 24	Budget	\$ Over Budget
Office Supplies	1,035.00	1,000.03	34.97
Printing and Reproduction	0.00	375.00	-375.00
Professional Fees			
Accounting, Audit	10,500.00	4,500.00	6,000.00 ¹¹
Legal Fees	0.00	1,000.03	-1,000.03
Total Professional Fees	10,500.00	5,500.03	4,999.97
Travel & Ent			
Travel	1,619.76	2,500.03	-880.27
Total Travel & Ent	1,619.76	2,500.03	-880.27
Total Administrative	13,283.34	12,750.09	533.25
Contract Labor			
IT and Network support	4,756.18	5,220.00	-463.82
Pass Through Expense			
3507 FAR HOP Consultant	30,007.55	15,000.00	15,007.55
3903 MIL CWSRF Consultant	0.00	4,500.00	-4,500.00
4107 NKT HOP3 Form Based Code	28,250.00	20,000.00	8,250.00
5121 GB2030 MIL Water Engineer	12,607.25	11,072.76	1,534.49
5122 GB2030 Sign Contract Plan	1,845.00	2,727.24	-882.24
5122 GB2030 Sign-UNH Production	0.00	4,685.43	-4,685.43
5207 DOV PREPA Consultant	6,250.00	2,250.00	4,000.00
5208 LEE PREPA Consultant	6,000.00	2,250.00	3,750.00
6105 Coastal TA SubAward DUR	0.00	727.24	-727.24
6152 NKT CRG Exp & Planner	652.50	2,727.24	-2,074.74
7111 EPA Brownfields Consultant	22,544.37	31,750.03	-9,205.66
7201 HUD EDI CDS RPC Exp	22,439.89	124,999.97	-102,560.08
7301 USDA RD FAR MIL Consultant	17,975.16	18,949.97	-974.81
NHDOT Consultant	9,294.18	17,500.03	-8,205.85
Total Pass Through Expense	157,865.90	259,139.91	-101,274.01 ¹²
Total Contract Labor	162,622.08	264,359.91	-101,737.83
Total Expense	556,053.76	638,901.88	-82,848.12
Net Ordinary Income	-24,791.07	67,077.36	-91,868.43
Other Income/Expense			
Other Income			
Interest Income	71.53	25.03	46.50
Total Other Income	71.53	25.03	46.50
Net Other Income	71.53	25.03	46.50

Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2024

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10/24/24

Accrual Basis

	<u>Jul - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Net Income	<u>-24,719.54</u>	<u>67,102.39</u>	<u>-91,821.93</u>

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Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2024

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10/24/24

Accrual Basis

1. Revenues: Differences are mostly attributable to the timing of project work performed versus budgeting on an even monthly basis for the months the contract is in effect. Many projects are task-based and cannot be billed until a specified percentage of task completion, which may not coincide with the monthly budget revenue spread. Billing is also contingent upon receipt of contractor invoices for several projects, where SRPC administration of the project is minimal. Also keep in mind that the gross revenue figures include any match requirements for each project.
2. Municipal Revenue: The work on the FAR Tax Maps has not started yet. The majority of the HOP grants concluded in July (#3507, 4004, 4105, 4107, 4605). The DOV HOP is extended through December of this year. MIL CWSRF was first billed in October. The SMPDC contract has not started yet.
3. Federal Agency Revenue: The new EDA grant started 7/1/24, but there was a delay getting the contract set up in EPA's new EDGE portal. The portal has been set up and the grant went "live" in late August. The EPA Brownfields grant is mainly contingent on the receipt of contractor invoices. HUD is mainly contingent on receipt of the RPC invoices.
4. State Award Revenue: Work on the NH DES 5YR CFRS Update has not begun yet. A contractor was hired last month to work on the NKT Riverfront CRG. Work on the UNH Evolve CAW Practice has not started yet. Under CDFA, the Transformative grant has not started yet. Under Pre-Disaster Mitigation, the HazMit 4516 started this month, and the BRIC22 grant has not been executed yet.
5. MPO Revenue: Funds for the UPWP are expected to be spent fully during this second year of the contract.
6. Personnel: Salaries and Wages were spread evenly over the 12-month period. Actual utilization of interns may not coincide with the monthly budgeting of these salaries. Health benefits and Pension expense were estimated and may not reflect actual staff utilization.
7. Office Software: In July, a \$3,391 one-time purchase of Foxit was made to replace Adobe, and SkinnyApps was purchased for \$550 and will be paid by UPWP.
8. Traffic Count Expense: Budgeted evenly over 12 months. Actual purchase timing may vary. In July, \$1,600 was paid to renew the AI traffic counter subscription.
9. Transportation Database: The INRIX dataset was budgeted over 12 months and may not coincide with actual invoices. The actual invoice was paid this month in a lump sum payment of \$20,000.
10. Fixed Expense: See Balance Sheet note, Right of Use Asset to explain Amortization and Rent variances to budget. All lease payments were budgeted as Rent, rather than being split out.
11. Accounting and Audit: A 7/1/24 journal entry was made to adjust the audit accrual amount and added \$6,000 additional audit costs for this fiscal year. This amount was quoted after preparation of the current budget.
12. Pass Through Expenses: These expenses are contingent upon receipt of contractor invoices. Costs are distributed evenly over the course of the year and may not agree with the timing of actual costs, invoices received, or actual contract start dates.



FISCAL YEAR 2025

July 1, 2024 – June 30, 2025

Approved by the Executive Committee on May 19, 2024

Proposed Amendment for Consideration on November 15, 2024

BILLING RATE STRUCTURE

Billable Hourly Rates		
Billing Level	Starting	Up To
Principal Planner	\$81.54	\$91.73
Senior Planner	\$68.29	\$81.54
Regional Planner III	\$63.19	\$68.29
Regional Planner II	\$58.10	\$63.19
Regional Planner I	\$53.00	\$58.10
Intern	\$36.04	\$40.28

Billing Rates include direct salaries and indirect costs (fringe + overhead).

Invoices will reflect the individual staff member’s billing rate.

Circuit Rider Contracts are set at a flat rate of \$80/hour.

Non-Dues paying communities pay an additional 10% markup.

SALARY RANGES

Billing Level	Starting	Up To	Minimum Experience & Responsibility
Principal Planner	\$80,000	\$90,000	Bachelors +10 years’ experience; Masters +8 years’ experience; +supervisory experience
Senior Planner	\$67,000	\$80,000	Bachelors +8 years’ experience; Masters +6 years’ experience; +project management
Regional Planner III	\$62,000	\$67,000	Bachelors + 6 years’ experience; Masters + 4 years’ experience
Regional Planner II	\$57,000	\$62,000	Bachelors +4 years’ experience; Masters +2 years’ experience
Regional Planner I	\$52,000	\$57,000	Bachelors 0-3 years’ experience; Masters +0 experience
Intern	\$17/hr.	\$19/hr.	Undergrad – Graduate Student

The above lists the minimum number of years of related work experience, education, and management experience required for each level of seniority. Advancement is based upon achieving the minimum levels of experience, performance, demonstration of the relative level of responsibility, project management, and staff supervision.

Profit & Loss by Job - FY2025 Q1										
	Revenue		- Expenses		= Net	+ Otr \$ Applied	= Proj Income	- Ind Applied to Proj	= Profitability by Job	
Job	Project Revenue	Salary and Wages	Direct Costs	TOTAL Expenses	Net Income	Dues + Cash*	Project Income	Indirect	Project Profitability	Explanation
1000 Indirect	\$0.00	\$94,878.05	\$107,438.30	\$202,316.35	(\$202,316.35)		\$0.00	(\$188,288.66)	(\$14,027.69)	unreimbursed indirect costs due to operating rate higher than approved rate
2000 LTA	\$34,666.56	\$1,026.13	\$886.60	\$1,912.73	\$32,753.83	(\$29,765.02)	\$4,901.54	\$1,145.47	\$1,843.34	
3304 Dover HOP Audit & Ordinance	\$19,750.55	\$9,323.72	\$18.76	\$9,342.48	\$10,408.07		\$19,750.55	\$10,408.07	\$0.00	
3501 FAR Circuit Rider	\$14,384.36	\$8,140.24	\$139.36	\$8,279.60	\$6,104.76		\$14,384.36	\$9,086.95	(\$2,982.19)	project bills at a fixed rate below actuals
3507 FAR HOP Grant	\$17,105.96	\$46.50	\$20,007.55	\$20,054.05	(\$2,948.09)		\$17,105.96	\$51.91	(\$3,000.00)	Town directly paid \$3000 for additional consultant costs
4004 NDU HOP (Hsg, LU, Vision)	\$7,358.05	\$3,506.68	\$17.42	\$3,524.10	\$3,833.95	\$80.56	\$7,438.61	\$3,914.51	\$0.00	
4105 NKT HOP1 MP Housing	\$687.14	\$324.69	\$0.00	\$324.69	\$362.45		\$687.14	\$362.45	(\$0.00)	
4106 NKT MP Other	\$14,532.79	\$6,718.53	\$314.36	\$7,032.89	\$7,499.90		\$14,532.79	\$7,499.90	\$0.00	
4107 NKT HOP 3 FORM BASED CODE	\$37,480.59	\$4,326.21	\$28,325.04	\$32,651.25	\$4,829.34		\$37,480.59	\$4,829.35	(\$0.01)	
4201 NOR Circuit Rider	\$3,363.75	\$1,819.75	\$0.00	\$1,819.75	\$1,544.00		\$3,363.75	\$2,031.39	(\$487.39)	project bills at a fixed rate below actuals
4301 NOT Circuit Rider	\$10,671.50	\$5,788.66	\$134.00	\$5,922.66	\$4,748.84		\$10,671.50	\$6,461.88	(\$1,713.04)	project bills at a fixed rate below actuals
4403 ROC Rec MP	\$6,325.94	\$3,527.20	\$0.00	\$3,527.20	\$2,798.74	\$1,138.67	\$7,464.61	\$3,937.41	(\$0.00)	
4605 SOM MP & Audit	\$8,356.90	\$3,948.83	\$0.00	\$3,948.83	\$4,408.07		\$8,356.90	\$4,408.08	(\$0.01)	
4701 Strafford Circuit Rider	\$10,988.10	\$5,184.66	\$120.60	\$5,305.26	\$5,682.84		\$10,988.10	\$5,787.64	(\$104.80)	
4801 Wakefield Circuit Rider	\$1,277.50	\$753.49	\$0.00	\$753.49	\$524.01		\$1,277.50	\$841.12	(\$317.11)	project bills at a fixed rate below actuals
5002 NHARPC Administration	\$0.00	\$1,209.29	\$0.00	\$1,209.29	(\$1,209.29)		\$0.00	\$1,349.93	(\$2,559.22)	paid in 2 installments of \$4000 - Dec and June
5121 NHCF MIL 3 Ponds	\$15,786.83	\$1,502.42	\$12,607.25	\$14,109.67	\$1,677.16		\$15,786.83	\$1,677.15	\$0.01	
5122 NHCF GB Signage	\$2,672.55	\$391.04	\$1,845.00	\$2,236.04	\$436.51		\$2,672.55	\$436.52	(\$0.01)	
5206 Great Bay Adapts	\$1,729.41	\$804.52	\$26.80	\$831.32	\$898.09		\$1,729.41	\$898.09	\$0.00	
5207 UNH PREPA DOV NRI	\$6,037.04	\$38.46	\$6,250.00	\$6,288.46	(\$251.42)		\$6,037.04	\$42.93	(\$294.35)	over budget balance will be offset by dues
5208 UNH PREPA LEE NRI	\$6,146.69	\$288.37	\$6,000.00	\$6,288.37	(\$141.68)	\$422.89	\$6,569.58	\$321.91	(\$40.70)	over budget
5209 UNH PREPA SOM NR MP	\$6,815.78	\$3,215.88	\$21.44	\$3,237.32	\$3,578.46	\$11.45	\$6,827.23	\$3,589.89	\$0.02	
5210 GB 2030 CAW Evolve Our Practice	\$0.00	\$155.31	\$0.00	\$155.31	(\$155.31)		\$0.00	\$173.37	(\$328.68)	will be billed when more costs are incurred
5311 LRAC Static & Online View Maps	\$1,297.09	\$612.93	\$0.00	\$612.93	\$684.16		\$1,297.09	\$684.21	(\$0.05)	
6004 FY2024-2025 TBG	\$8,731.81	\$4,125.98	\$0.00	\$4,125.98	\$4,605.83		\$8,731.81	\$4,605.83	(\$0.00)	
6104 Coastal 24	\$0.00	\$103.75	\$0.00	\$103.75	(\$103.75)		\$0.00	\$115.82	(\$219.57)	costs to close out prior year contract
6105 Coastal 2025	\$2,517.91	\$1,586.36	\$0.00	\$1,586.36	\$931.55	\$839.30	\$3,357.21	\$1,770.85	(\$0.00)	Dues match from July to be applied
6152 NKT Riverfront Coastal Resilience	\$0.00	\$82.25	\$652.50	\$734.75	(\$734.75)		\$0.00	\$91.82	(\$826.57)	will be billed when more costs are incurred
6306 LSWP NOR SWP-374	\$5,912.25	\$2,275.82	\$0.00	\$2,275.82	\$3,636.43		\$5,912.25	\$2,540.50	\$1,095.93	task based - initial task progress under budget
6502 DUR BRIC20 HazMit	\$124.99	\$0.00	\$0.00	\$0.00	\$124.99		\$124.99	\$0.00	\$124.99	task based - final task under budget, prior work in FY24 over budget
6502 MID BRIC20 HazMit	\$0.00	\$182.69	\$0.00	\$182.69	(\$182.69)		\$0.00	\$203.94	(\$386.63)	task based and over budget
6502 MIL BRIC20 HazMit	\$0.00	\$134.60	\$0.00	\$134.60	(\$134.60)		\$0.00	\$150.25	(\$284.85)	task based and over budget
6502 NOT BRIC20 HazMit	\$675.00	\$43.51	\$0.00	\$43.51	\$631.49		\$675.00	\$48.57	\$582.92	task based and currently running under budget
6502 STR BRIC20 HazMit	\$225.00	\$0.00	\$0.00	\$0.00	\$225.00		\$225.00	\$0.00	\$225.00	task based and currently running under budget
6502.2 NOR BRIC21 HazMit	\$1,500.00	\$1,295.53	\$0.00	\$1,295.53	\$204.47		\$1,500.00	\$1,446.20	(\$1,241.73)	task based and over budget
6503.1 MAD BRIC21 HazMIT	\$0.00	\$401.70	\$0.00	\$401.70	(\$401.70)		\$0.00	\$448.42	(\$850.12)	task based and over budget
6503.3 ROC BRIC21 HazMit	\$1,575.00	\$1,461.49	\$0.00	\$1,461.49	\$113.51		\$1,575.00	\$1,631.46	(\$1,517.95)	task based and over budget
6504 HMGP 4516 FAR HazMit	\$4,320.00	\$588.88	\$0.00	\$588.88	\$3,731.12		\$4,320.00	\$657.37	\$3,073.75	task based and currently running under budget
6602 CDBG Gafney Home	\$550.14	\$176.03	\$0.00	\$176.03	\$374.11		\$550.14	\$196.50	\$177.61	Invoice includes expenses from FY2024 that show as a profit in FY2025
6603 CDBG Somersworth YMCA	\$391.69	\$186.54	\$0.00	\$186.54	\$205.15		\$391.69	\$208.23	(\$3.08)	
6802 Housing Navigator	\$47,748.96	\$16,382.69	\$10,138.98	\$26,521.67	\$21,227.29	\$52.99	\$47,801.95	\$18,288.00	\$2,992.28	All revenue book in advance, final expenses incurred in Oct payroll
7003 EDA FY22	\$0.00	\$163.13	\$0.00	\$163.13	(\$163.13)		\$0.00	\$182.10	(\$345.23)	costs to close out prior year contract
7004 EDA FY 25-27	\$4,186.67	\$3,794.72	\$342.57	\$4,137.29	\$49.38	\$1,144.57	\$5,331.24	\$4,236.05	(\$3,042.10)	project was underbilled, correction will be applied in October's billing
7111 Brownfields 24-28	\$24,414.49	\$883.69	\$22,544.37	\$23,428.06	\$986.43		\$24,414.49	\$986.46	(\$0.03)	
7201 HUD EDI Regional Plan	\$29,248.32	\$3,217.14	\$22,439.89	\$25,657.03	\$3,591.29		\$29,248.32	\$3,591.29	(\$0.00)	
7301 USDA CF TAT	\$20,093.85	\$1,419.61	\$17,994.59	\$19,414.20	\$679.65	\$544.87	\$20,638.72	\$1,584.71	(\$360.19)	project was underbilled, correction will be applied in October's billing
8001.405 Equipment	\$0.00	\$0.00	\$83.12	\$83.12	(\$83.12)		\$0.00	\$0.00	(\$83.12)	costs billed to prior contract
8002.100 Administration	\$16,010.38	\$7,650.92	\$1,597.67	\$9,248.59	\$6,761.79	\$1,778.93	\$17,789.31	\$8,540.72	(\$0.00)	
8002.200 UPWP Policy & Planning	\$26,631.16	\$9,387.85	\$9,722.67	\$19,110.52	\$7,520.64	\$2,959.02	\$29,590.18	\$10,479.66	\$0.00	
8002.300 UPWP Public Involvement	\$12,912.77	\$6,653.55	\$266.62	\$6,920.17	\$5,992.60	\$1,434.75	\$14,347.52	\$7,427.36	(\$0.01)	
8002.400 UPWP Plan Support	\$76,655.51	\$29,674.91	\$22,371.78	\$52,046.69	\$24,608.82	\$8,517.28	\$85,172.79	\$33,126.10	(\$0.00)	
8002.500 UPWP Technical Assistance	\$21,158.76	\$11,016.09	\$196.38	\$11,212.47	\$9,946.29	\$2,350.97	\$23,509.73	\$12,297.26	\$0.00	
8002.600 UPWP Other Activities	\$5,468.29	\$2,870.99	\$0.00	\$2,870.99	\$2,597.30	\$607.59	\$6,075.88	\$3,204.89	\$0.00	
8101 CommuteSmart Seacoast	\$524.67	\$258.16	\$0.00	\$258.16	\$266.51	\$131.17	\$655.84	\$288.18	\$109.50	Invoice includes expenses from FY2024 that show as a profit in FY2025
8102 Safe Streets For All	(\$7,750.00)	\$0.00	\$0.00	\$0.00	(\$7,750.00)	\$7,750.00	\$0.00	\$0.00	\$0.00	
	\$531,262.70	\$263,550.14	\$292,503.62	\$556,053.76	(\$24,791.06)	(\$0.01)	\$531,262.69	\$0.00	(\$24,791.07)	

*match (dues & local) + overages (dues)

highlighted cells = the top 10 budget offenders

STRAFFORD

Regional Planning Commission

November 15, 2024

William Watson, Administrator
NH Department of Transportation
Bureau of Planning and Community Assistance
7 Hazen Drive
Concord, NH 03302

RE: November 2024 Minor Revisions to the 2023-2026 TIP

Dear Mr. Watson:

The Strafford Regional Planning Commission (SRPC) staff has received a request to approve the November 2024 Minor Revisions to Strafford Metropolitan Planning Organization's approved 2023-2026 Transportation Improvement Program (TIP).

The following information is in the Strafford MPO Prospectus that was revised and adopted on January 19, 2018, at the Strafford MPO Policy Committee Meeting:

In the Strafford MPO the Executive Director has the authority to review Administrative Modification and/or Informational Revisions. The Executive Director may request the advice of members of the MPO Technical Advisory Committee to complete this review. The Executive Director may make recommendations to the Executive Committee for their concurrence or non-concurrence with Administrative Modifications and/or Informational revisions and for a procedural change from Administrative Modification and/or Informational Revisions to Amendment. The Executive Director will issue a letter to the NHDOT indicating their decision. Copies of these letters will be provided to members of the TAC and MPO.

The Executive Director recommends the approval of the following Administrative Modifications to the 2023-2026 TIP as proposed.

Sincerely,

Jennifer Czysz, AICP
Executive Director



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Approved Dollars

DURHAM (44878)

All Project Cost: \$1,811,080

Route/Road/Entity: UNH

Scope: Purchase of 2 Compressed Natural Gas (CNG) buses for Wildcat Transit - Full size

Phase	Year	Federal	State	Other	Total	Funding
Other	2024	\$1,448,864	\$0	\$362,216	\$1,811,080	FTA 5307 Capital and Operating Program, Other
		\$1,448,864	\$0	\$362,216	\$1,811,080	

Regionally Significant: No Managed By: Muni/Local CAA Code: ATT RPC: SRPC

Proposed Dollars

DURHAM (44878)

All Project Cost: \$2,263,850

Route/Road/Entity: UNH

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
Other	2024	\$1,811,080	\$0	\$452,770	\$2,263,850	FTA 5307 Capital and Operating Program, Other
		\$1,811,080	\$0	\$452,770	\$2,263,850	

Regionally Significant: No Managed By: Muni/Local CAA Code: ATT RPC: SRPC

Approved Dollars

DURHAM - T2 UNH (44559)

All Project Cost: \$894,296

Route/Road/Entity: Technology Transfer Center

Scope: Funding for the Technology Transfer Center @ UNH

Phase	Year	Federal	State	Other	Total	Funding
Other	2024	\$470,790	\$0	\$40,000	\$510,790	Local Tech Assistance Program, Non Par Other, State Planning and Research, Toll Credit
Other	2025	\$343,506	\$0	\$40,000	\$383,506	Local Tech Assistance Program, Non Par Other, State Planning and Research, Toll Credit
		\$814,296	\$0	\$80,000	\$894,296	

Regionally Significant: No Managed By: Muni/Local CAA Code: ATT RPC: Undetermined

Proposed Dollars

DURHAM - T2 UNH (44559)

All Project Cost: \$894,296

Route/Road/Entity: Technology Transfer Center

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
Other	2024	\$334,821	\$0	\$40,000	\$374,821	Local Tech Assistance Program, Non Par Other, State Planning and Research
Other	2025	\$479,475	\$0	\$40,000	\$519,475	Local Tech Assistance Program, Non Par Other, State Planning and Research, Toll Credit
		\$814,296	\$0	\$80,000	\$894,296	

Regionally Significant: No Managed By: Muni/Local CAA Code: ATT RPC: Undetermined

Funds shifting from 2024 to 2025; no change to overall funding.

Approved Dollars

LEE (41322)

All Project Cost: \$7,617,500

Route/Road/Entity: NH Route 125

Scope: Bridge Replacement of culvert carrying NH 125 over Little River Br No 073/084

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$330,000	\$0	\$0	\$330,000	National Highway Performance, Toll Credit
PE	2024	\$110,000	\$0	\$0	\$110,000	National Highway Performance, Toll Credit
ROW	2024	\$82,500	\$0	\$0	\$82,500	National Highway Performance, Toll Credit
Construction	2025	\$6,600,000	\$0	\$0	\$6,600,000	BRGBIL, Toll Credit
		\$7,122,500	\$0	\$0	\$7,122,500	

Regionally Significant: No Managed By: DOT CAA Code: ATT RPC: SRPC

Proposed Dollars

LEE (41322)

All Project Cost: \$7,683,500

Route/Road/Entity: NH Route 125

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$330,000	\$0	\$0	\$330,000	National Highway Performance, Toll Credit
PE	2024	\$110,000	\$0	\$0	\$110,000	National Highway Performance, Toll Credit
PE	2025	\$66,000	\$0	\$0	\$66,000	National Highway Performance, Toll Credit
ROW	2024	\$82,500	\$0	\$0	\$82,500	National Highway Performance, Toll Credit
Construction	2025	\$6,600,000	\$0	\$0	\$6,600,000	BRGBIL, Toll Credit
		\$7,188,500	\$0	\$0	\$7,188,500	

Regionally Significant: No Managed By: DOT CAA Code: ATT RPC: SRPC

Adding a PE phase in 2025 and adding funds

Approved Dollars

NEWINGTON - DOVER (11238S)

All Project Cost: \$66,287,691

Route/Road/Entity: SPAULDING TURNPIKE / LITTLE BAY BRIDGES

Scope: Remove the superstructure General Sullivan Br & provide the most cost effective bike/ped connection

Phase	Year	Federal	State	Other	Total	Funding
Construction	2023	\$0	\$0	\$1,622,000	\$1,622,000	Non Par Other
Construction	2025	\$49,075,184	\$15,590,508	\$0	\$64,665,691	Carbon Reduction Program 50k - 200k, Congestion Mitigation and Air Quality Program, STBG-50 to 200K, STBG-State Flexible, Toll Credit, Turnpike Capital
		\$49,075,184	\$15,590,508	\$1,622,000	\$66,287,691	

Regionally Significant: Yes Managed By: DOT CAA Code: E-19 RPC: RPC, SRPC

Proposed Dollars

NEWINGTON - DOVER (11238S)

All Project Cost: \$66,287,691

Route/Road/Entity: SPAULDING TURNPIKE / LITTLE BAY BRIDGES

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
Construction	2023	\$0	\$0	\$1,622,000	\$1,622,000	Non Par Other
Construction	2025	\$22,035,264	\$15,590,508	\$0	\$37,625,772	STBG-50 to 200K, STBG-State Flexible, Toll Credit, Turnpike Capital
Construction	2026	\$15,991,350	\$0	\$0	\$15,991,350	Carbon Reduction Program 50k - 200k, Congestion Mitigation and Air Quality Program, STBG-State Flexible, Toll Credit
		\$38,026,614	\$15,590,508	\$1,622,000	\$55,239,122	

Regionally Significant: Yes Managed By: DOT CAA Code: E-19 RPC: RPC, SRPC

Funding being broken out to begin phasing pieces of the project. Includes demolition of current bridge and alternatives for bike/ped access.

Approved Dollars

PROGRAM (BRDG-HIB-M&P)

All Project Cost: \$66,892,632

Route/Road/Entity: Various

Scope: Maintenance and preservation efforts for High Investment Bridges

Phase	Year	Federal	State	Other	Total	Funding
PE	2024	\$100,000	\$0	\$0	\$100,000	STBG-State Flexible, Toll Credit
PE	2025	\$100,000	\$0	\$0	\$100,000	STBG-State Flexible, Toll Credit
PE	2026	\$100,000	\$0	\$0	\$100,000	STBG-State Flexible, Toll Credit
ROW	2023	\$20,000	\$0	\$0	\$20,000	STBG-State Flexible, Toll Credit
ROW	2024	\$20,000	\$0	\$0	\$20,000	STBG-State Flexible, Toll Credit
ROW	2025	\$20,000	\$0	\$0	\$20,000	STBG-State Flexible, Toll Credit
ROW	2026	\$20,000	\$0	\$0	\$20,000	STBG-State Flexible, Toll Credit
Construction	2023	\$4,400,000	\$0	\$0	\$4,400,000	National Highway Performance, STBG-50 to 200K, STBG-State Flexible, Toll Credit
Construction	2024	\$1,900,000	\$0	\$0	\$1,900,000	National Highway Performance, STBG-50 to 200K, STBG-State Flexible, Toll Credit
Construction	2025	\$3,220,000	\$0	\$0	\$3,220,000	National Highway Performance, STBG-50 to 200K, STBG-State Flexible, Toll Credit
Construction	2026	\$3,220,000	\$0	\$0	\$3,220,000	National Highway Performance, STBG-50 to 200K, STBG-State Flexible, Toll Credit
		\$13,120,000	\$0	\$0	\$13,120,000	

Regionally Significant: No

Managed By: DOT

CAA Code: ALL

RPC: Undetermined

No child projects in the region

Proposed Dollars

PROGRAM (BRDG-HIB-M&P)

All Project Cost: \$66,892,632

Route/Road/Entity: Various

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2024	\$100,000	\$0	\$0	\$100,000	STBG-State Flexible, Toll Credit
PE	2025	\$100,000	\$0	\$0	\$100,000	STBG-State Flexible, Toll Credit
PE	2026	\$100,000	\$0	\$0	\$100,000	STBG-State Flexible, Toll Credit
ROW	2023	\$20,000	\$0	\$0	\$20,000	STBG-State Flexible, Toll Credit
ROW	2024	\$20,000	\$0	\$0	\$20,000	STBG-State Flexible, Toll Credit
ROW	2025	\$20,000	\$0	\$0	\$20,000	STBG-State Flexible, Toll Credit
ROW	2026	\$20,000	\$0	\$0	\$20,000	STBG-State Flexible, Toll Credit
Construction	2023	\$4,400,000	\$0	\$0	\$4,400,000	National Highway Performance, STBG-50 to 200K, STBG-State Flexible, Toll Credit
Construction	2024	\$1,900,000	\$0	\$0	\$1,900,000	National Highway Performance, STBG-50 to 200K, STBG-State Flexible, Toll Credit
Construction	2025	\$6,600,000	\$0	\$0	\$6,600,000	National Highway Performance, STBG-50 to 200K, STBG-Areas Over 200K, STBG-State Flexible, Toll Credit
Construction	2026	\$2,220,000	\$0	\$0	\$2,220,000	National Highway Performance, STBG-50 to 200K, STBG-State Flexible, Toll Credit
		\$15,500,000	\$0	\$0	\$15,500,000	

Regionally Significant: No

Managed By: DOT

CAA Code: ALL

RPC: Undetermined

No child projects in the region

Approved Dollars

PROGRAM (BRDG-T1/2-M&P)

All Project Cost: \$210,597,000

Route/Road/Entity: Tier 1-2 Bridges

Scope: Maintenance & preservation of tier 1 & 2 bridges.

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$650,000	\$0	\$0	\$650,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2024	\$350,000	\$0	\$0	\$350,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2025	\$100,000	\$0	\$0	\$100,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$80,000	\$0	\$0	\$80,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2023	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2024	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2025	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2026	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$14,900,000	\$0	\$0	\$14,900,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2024	\$18,935,000	\$0	\$0	\$18,935,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2025	\$8,725,000	\$0	\$0	\$8,725,000	National Highway Performance, STBG-State Flexible, TAP-Non Urban Areas Under 5K, Toll Credit
Construction	2026	\$6,325,000	\$0	\$0	\$6,325,000	National Highway Performance, STBG-State Flexible, TAP-Non Urban Areas Under 5K, Toll Credit
		\$50,165,000	\$0	\$0	\$50,165,000	

Regionally Significant: No

Managed By: DOT

CAA Code: ALL

RPC: Undetermined

No child projects in the region

Proposed Dollars

PROGRAM (BRDG-T1/2-M&P)

All Project Cost: \$210,597,000

Route/Road/Entity: Tier 1-2 Bridges

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$650,000	\$0	\$0	\$650,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2024	\$350,000	\$0	\$0	\$350,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2025	\$100,000	\$0	\$0	\$100,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$80,000	\$0	\$0	\$80,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2023	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2024	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2025	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2026	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$14,900,000	\$0	\$0	\$14,900,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2024	\$18,935,000	\$0	\$0	\$18,935,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2025	\$8,725,000	\$0	\$0	\$8,725,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2026	\$6,325,000	\$0	\$0	\$6,325,000	National Highway Performance, STBG-State Flexible, TAP-Non Urban Areas Under 5K, Toll Credit
		\$50,165,000	\$0	\$0	\$50,165,000	

Regionally Significant: No

Managed By: DOT

CAA Code: ALL

RPC: Undetermined

No child projects in the region

Approved Dollars

PROGRAM (BRDG-T3/4-M&P)

All Project Cost: \$90,548,000

Route/Road/Entity: Tier 3-4 Bridges

Scope: Maintenance and preservation of tier 3 & 4 bridges.

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$655,000	\$0	\$0	\$655,000	National Highway Performance, Toll Credit
PE	2024	\$600,000	\$0	\$0	\$600,000	STBG-Off System Bridge, STBG-State Flexible, Toll Credit
PE	2025	\$50,000	\$0	\$0	\$50,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$50,000	\$0	\$0	\$50,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2023	\$10,000	\$0	\$0	\$10,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2024	\$10,000	\$0	\$0	\$10,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2025	\$10,000	\$0	\$0	\$10,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2026	\$10,000	\$0	\$0	\$10,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$3,875,000	\$0	\$0	\$3,875,000	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
Construction	2024	\$6,925,000	\$0	\$0	\$6,925,000	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-Off System Bridge, STBG-State Flexible, Toll Credit
Construction	2025	\$3,960,000	\$0	\$0	\$3,960,000	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
Construction	2026	\$3,960,000	\$0	\$0	\$3,960,000	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
		\$20,115,000	\$0	\$0	\$20,115,000	

Regionally Significant: No

Managed By: DOT

CAA Code: ALL

RPC: Undetermined

No changes to child projects in the region

Proposed Dollars

PROGRAM (BRDG-T3/4-M&P)

All Project Cost: \$90,548,000

Route/Road/Entity: Tier 3-4 Bridges

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$655,000	\$0	\$0	\$655,000	National Highway Performance, Toll Credit
PE	2024	\$600,000	\$0	\$0	\$600,000	STBG-Off System Bridge, STBG-State Flexible, Toll Credit
PE	2025	\$50,000	\$0	\$0	\$50,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$50,000	\$0	\$0	\$50,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2023	\$10,000	\$0	\$0	\$10,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2024	\$10,000	\$0	\$0	\$10,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2025	\$10,000	\$0	\$0	\$10,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2026	\$10,000	\$0	\$0	\$10,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$3,875,000	\$0	\$0	\$3,875,000	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
Construction	2024	\$6,925,000	\$0	\$0	\$6,925,000	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-Off System Bridge, STBG-State Flexible, Toll Credit
Construction	2025	\$3,960,000	\$0	\$0	\$3,960,000	STBG-5 to 49,999, STBG-State Flexible, Toll Credit
Construction	2026	\$3,960,000	\$0	\$0	\$3,960,000	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
		\$20,115,000	\$0	\$0	\$20,115,000	

Regionally Significant: No

Managed By: DOT

CAA Code: ALL

RPC: Undetermined

No changes to child projects in the region

Approved Dollars

PROGRAM (CRDR)

All Project Cost: \$96,096,666

Route/Road/Entity: Various

Scope: CULVERT REPLACEMENT/REHABILITATION & DRAINAGE REPAIRS (Annual Project)

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$500,000	\$0	\$0	\$500,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2024	\$1,096,500	\$0	\$0	\$1,096,500	National Highway Performance, STBG-5 to 49,999, STBG-50 to 200K, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
PE	2025	\$1,100,000	\$0	\$0	\$1,100,000	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
PE	2026	\$200,000	\$0	\$0	\$200,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2023	\$34,100	\$0	\$0	\$34,100	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2024	\$74,800	\$0	\$0	\$74,800	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
ROW	2025	\$75,900	\$0	\$0	\$75,900	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2026	\$30,000	\$0	\$0	\$30,000	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
Construction	2023	\$615,000	\$0	\$0	\$615,000	STBG-State Flexible, Toll Credit
Construction	2024	\$4,486,870	\$0	\$0	\$4,486,870	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
Construction	2025	\$3,620,000	\$0	\$0	\$3,620,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2026	\$4,890,130	\$0	\$0	\$4,890,130	National Highway Performance, STBG-State Flexible, Toll Credit
Other	2023	\$5,000	\$0	\$0	\$5,000	National Highway Performance, STBG-State Flexible, Toll Credit
Other	2024	\$5,000	\$0	\$0	\$5,000	National Highway Performance, STBG-State Flexible, Toll Credit
Other	2025	\$5,000	\$0	\$0	\$5,000	National Highway Performance, STBG-State Flexible, Toll Credit
Other	2026	\$5,000	\$0	\$0	\$5,000	National Highway Performance, STBG-State Flexible, Toll Credit
		\$16,743,300	\$0	\$0	\$16,743,300	

Regionally Significant: No

Managed By: DOT

CAA Code: ALL

RPC: Undetermined

No changes to child projects in the region

Proposed Dollars

PROGRAM (CRDR)

All Project Cost: \$96,096,666

Route/Road/Entity: Various

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$500,000	\$0	\$0	\$500,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2024	\$1,096,500	\$0	\$0	\$1,096,500	National Highway Performance, STBG-5 to 49,999, STBG-50 to 200K, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
PE	2025	\$1,206,700	\$0	\$0	\$1,206,700	National Highway Performance, STBG-5 to 49,999, STBG-50 to 200K, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
PE	2026	\$93,300	\$0	\$0	\$93,300	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2023	\$34,100	\$0	\$0	\$34,100	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2024	\$74,800	\$0	\$0	\$74,800	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
ROW	2025	\$97,900	\$0	\$0	\$97,900	National Highway Performance, STBG-5 to 49,999, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
ROW	2026	\$8,000	\$0	\$0	\$8,000	STBG-State Flexible, Toll Credit
Construction	2023	\$615,000	\$0	\$0	\$615,000	STBG-State Flexible, Toll Credit
Construction	2024	\$4,486,870	\$0	\$0	\$4,486,870	National Highway Performance, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
Construction	2025	\$9,476,720	\$0	\$0	\$9,476,720	National Highway Performance, STBG-5 to 49,999, STBG-Non Urban Areas Under 5K, STBG-State Flexible, Toll Credit
Construction	2026	\$2,833,410	\$0	\$0	\$2,833,410	National Highway Performance, STBG-State Flexible, Toll Credit
Other	2023	\$5,000	\$0	\$0	\$5,000	National Highway Performance, STBG-State Flexible, Toll Credit
Other	2024	\$5,000	\$0	\$0	\$5,000	National Highway Performance, STBG-State Flexible, Toll Credit
Other	2025	\$5,000	\$0	\$0	\$5,000	National Highway Performance, STBG-State Flexible, Toll Credit
Other	2026	\$5,000	\$0	\$0	\$5,000	National Highway Performance, STBG-State Flexible, Toll Credit
		\$20,543,300	\$0	\$0	\$20,543,300	

Regionally Significant: No

Managed By: DOT

CAA Code: ALL

RPC: Undetermined

No changes to child projects in the region

Approved Dollars

PROGRAM (FTA5339)

All Project Cost: \$147,035,648

Route/Road/Entity: Various

Scope: Capital bus and bus facilities - FTA 5339 Program for statewide public transportation

Phase	Year	Federal	State	Other	Total	Funding
Other	2023	\$8,030,479	\$1,003,810	\$1,003,810	\$10,038,099	FTA 5339 Bus and Bus Facilities, Other, State of New Hampshire
Other	2024	\$10,131,137	\$1,266,392	\$1,266,392	\$12,663,921	FTA 5339 Bus and Bus Facilities, Other, State of New Hampshire
Other	2025	\$4,647,226	\$580,903	\$580,903	\$5,809,033	FTA 5339 Bus and Bus Facilities, Other, State of New Hampshire
Other	2026	\$4,740,170	\$592,521	\$592,521	\$5,925,213	FTA 5339 Bus and Bus Facilities, Other, State of New Hampshire
		\$27,549,013	\$3,443,627	\$3,443,627	\$34,436,266	

Regionally Significant: No Managed By: DOT CAA Code: E-30 RPC: Undetermined

Proposed Dollars

PROGRAM (FTA5339)

All Project Cost: \$147,035,648

Route/Road/Entity: Various

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
Other	2023	\$8,030,479	\$1,003,810	\$1,003,810	\$10,038,099	FTA 5339 Bus and Bus Facilities, Other, State of New Hampshire
Other	2024	\$7,343,621	\$917,953	\$917,953	\$9,179,526	FTA 5339 Bus and Bus Facilities, Other, State of New Hampshire
Other	2025	\$7,434,742	\$929,343	\$929,343	\$9,293,428	FTA 5339 Bus and Bus Facilities, Other, State of New Hampshire
Other	2026	\$4,740,170	\$592,521	\$592,521	\$5,925,213	FTA 5339 Bus and Bus Facilities, Other, State of New Hampshire
		\$27,549,013	\$3,443,627	\$3,443,627	\$34,436,266	

Regionally Significant: No Managed By: DOT CAA Code: E-30 RPC: Undetermined

Approved Dollars

PROGRAM (HSIP)

All Project Cost: \$260,992,509

Route/Road/Entity: Various

Scope: HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$2,000,000	\$0	\$0	\$2,000,000	Highway Safety Improvement Program (HSIP), Toll Credit
PE	2024	\$1,575,800	\$0	\$0	\$1,575,800	Highway Safety Improvement Program (HSIP), Toll Credit
PE	2025	\$2,000,000	\$0	\$0	\$2,000,000	Highway Safety Improvement Program (HSIP), Toll Credit
PE	2026	\$350,000	\$0	\$0	\$350,000	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2023	\$200,000	\$0	\$0	\$200,000	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2025	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2026	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2023	\$11,477,727	\$0	\$0	\$11,477,727	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2024	\$10,625,876	\$0	\$0	\$10,625,876	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2025	\$6,566,339	\$0	\$0	\$6,566,339	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2026	\$9,979,350	\$0	\$0	\$9,979,350	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2023	\$770,000	\$0	\$0	\$770,000	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2024	\$330,000	\$0	\$0	\$330,000	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2025	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2026	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
		\$46,475,092	\$0	\$0	\$46,475,092	

Regionally Significant: No

Managed By: DOT

CAA Code: E-6

RPC: Undetermined

No changes to child projects in the region

Proposed Dollars

PROGRAM (HSIP)

All Project Cost: \$260,992,509

Route/Road/Entity: Various

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$2,000,000	\$0	\$0	\$2,000,000	Highway Safety Improvement Program (HSIP), Toll Credit
PE	2024	\$1,575,800	\$0	\$0	\$1,575,800	Highway Safety Improvement Program (HSIP), Toll Credit
PE	2025	\$2,000,000	\$0	\$0	\$2,000,000	Highway Safety Improvement Program (HSIP), Toll Credit
PE	2026	\$350,000	\$0	\$0	\$350,000	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2023	\$200,000	\$0	\$0	\$200,000	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2025	\$440,540	\$0	\$0	\$440,540	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2026	\$50,000	\$0	\$0	\$50,000	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2023	\$11,477,727	\$0	\$0	\$11,477,727	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2024	\$10,625,876	\$0	\$0	\$10,625,876	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2025	\$6,989,669	\$0	\$0	\$6,989,669	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2026	\$9,556,020	\$0	\$0	\$9,556,020	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2023	\$770,000	\$0	\$0	\$770,000	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2024	\$330,000	\$0	\$0	\$330,000	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2025	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2026	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
		\$46,665,632	\$0	\$0	\$46,665,632	

Regionally Significant: No

Managed By: DOT

CAA Code: E-6

RPC: Undetermined

No changes to child projects in the region

Approved Dollars

PROGRAM (PAVE-T1-RESURF)

All Project Cost: \$242,882,690

Route/Road/Entity: Tier 1 Highways

Scope: Preservation of Tier 1 Highways

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$450,000	\$0	\$0	\$450,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2024	\$482,900	\$0	\$0	\$482,900	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2025	\$225,000	\$0	\$0	\$225,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$300,000	\$0	\$0	\$300,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$18,000,000	\$0	\$0	\$18,000,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2024	\$20,808,170	\$0	\$0	\$20,808,170	National Highway Performance, Toll Credit
Construction	2025	\$12,250,000	\$0	\$0	\$12,250,000	National Highway Performance, Toll Credit
Construction	2026	\$4,333,930	\$0	\$0	\$4,333,930	National Highway Performance, Toll Credit
		\$56,850,000	\$0	\$0	\$56,850,000	

Regionally Significant: No

Managed By: DOT

CAA Code: E-10

RPC: Undetermined

No changes to child projects in the region

Proposed Dollars

PROGRAM (PAVE-T1-RESURF)

All Project Cost: \$242,882,690

Route/Road/Entity: Tier 1 Highways

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$450,000	\$0	\$0	\$450,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2024	\$482,900	\$0	\$0	\$482,900	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2025	\$225,000	\$0	\$0	\$225,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$300,000	\$0	\$0	\$300,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$18,000,000	\$0	\$0	\$18,000,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2024	\$20,808,170	\$0	\$0	\$20,808,170	National Highway Performance, Toll Credit
Construction	2025	\$12,250,000	\$0	\$0	\$12,250,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2026	\$4,333,930	\$0	\$0	\$4,333,930	National Highway Performance, Toll Credit
		\$56,850,000	\$0	\$0	\$56,850,000	

Regionally Significant: No

Managed By: DOT

CAA Code: E-10

RPC: Undetermined

No changes to child projects in the region

Approved Dollars

PROGRAM (RRRCS)

All Project Cost: \$31,176,261

Route/Road/Entity: Statewide Railroad Crossings

Scope: RECONSTRUCTION OF CROSSINGS, SIGNALS, & RELATED WORK (Annual Project)

Phase	Year	Federal	State	Other	Total	Funding
PE	2024	\$396,000	\$0	\$0	\$396,000	RL - Rail Highway, Toll Credit
PE	2025	\$250,000	\$0	\$0	\$250,000	RL - Rail Highway, Toll Credit
PE	2026	\$250,000	\$0	\$0	\$250,000	RL - Rail Highway, Toll Credit
ROW	2024	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
ROW	2025	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
ROW	2026	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
Construction	2023	\$1,275,000	\$0	\$0	\$1,275,000	RL - Rail Highway, Toll Credit
Construction	2025	\$3,630,000	\$0	\$0	\$3,630,000	RL - Rail Highway, Toll Credit
Construction	2026	\$324,000	\$0	\$0	\$324,000	RL - Rail Highway, Toll Credit
Other	2023	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
Other	2024	\$247,500	\$0	\$0	\$247,500	RL - Rail Highway, Toll Credit
Other	2025	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
Other	2026	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
		\$6,402,500	\$0	\$0	\$6,402,500	

Regionally Significant: No

Managed By: DOT

CAA Code: E-1

RPC: Undetermined

No changes to child projects in the region

Proposed Dollars

PROGRAM (RRRCS)

All Project Cost: \$31,176,261

Route/Road/Entity: Statewide Railroad Crossings

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2024	\$396,000	\$0	\$0	\$396,000	RL - Rail Highway, Toll Credit
PE	2025	\$250,000	\$0	\$0	\$250,000	RL - Rail Highway, Toll Credit
PE	2026	\$250,000	\$0	\$0	\$250,000	RL - Rail Highway, Toll Credit
ROW	2024	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
ROW	2025	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
ROW	2026	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
Construction	2023	\$1,275,000	\$0	\$0	\$1,275,000	RL - Rail Highway, Toll Credit
Construction	2025	\$5,296,338	\$0	\$0	\$5,296,338	RL - Rail Highway, Toll Credit
Construction	2026	\$24,000	\$0	\$0	\$24,000	RL - Rail Highway, Toll Credit
Other	2023	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
Other	2024	\$247,500	\$0	\$0	\$247,500	RL - Rail Highway, Toll Credit
Other	2025	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
Other	2026	\$5,000	\$0	\$0	\$5,000	RL - Rail Highway, Toll Credit
		\$7,768,838	\$0	\$0	\$7,768,838	

Regionally Significant: No

Managed By: DOT

CAA Code: E-1

RPC: Undetermined

No changes to child projects in the region

Approved Dollars

PROGRAM (TA)

All Project Cost: \$110,363,849

Route/Road/Entity: Various

Scope: TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$800,000	\$0	\$220,000	\$1,020,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
PE	2024	\$1,200,000	\$0	\$320,000	\$1,520,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
PE	2025	\$800,000	\$0	\$220,000	\$1,020,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
PE	2026	\$800,000	\$0	\$220,000	\$1,020,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
ROW	2023	\$120,000	\$0	\$40,000	\$160,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
ROW	2024	\$120,000	\$0	\$40,000	\$160,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
ROW	2025	\$120,000	\$0	\$40,000	\$160,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
ROW	2026	\$120,000	\$0	\$40,000	\$160,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
Construction	2023	\$4,388,864	\$0	\$1,197,216	\$5,586,080	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
Construction	2024	\$4,889,442	\$0	\$1,322,360	\$6,211,802	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
Construction	2025	\$3,808,942	\$0	\$1,052,235	\$4,861,178	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
Construction	2026	\$4,713,810	\$0	\$1,278,452	\$5,992,261	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
		\$21,881,058	\$0	\$5,990,263	\$27,871,320	

Regionally Significant: No Managed By: Muni/Local CAA Code: E-33 RPC: Undetermined

No changes to child projects in the region

Proposed Dollars

PROGRAM (TA)

All Project Cost: \$110,363,849

Route/Road/Entity: Various

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$800,000	\$0	\$220,000	\$1,020,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
PE	2024	\$1,200,000	\$0	\$320,000	\$1,520,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
PE	2025	\$714,523	\$0	\$401,919	\$1,116,442	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Non Urban Areas Under 5K
PE	2026	\$722,846	\$0	\$200,712	\$923,558	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
ROW	2023	\$120,000	\$0	\$40,000	\$160,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
ROW	2024	\$120,000	\$0	\$40,000	\$160,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
ROW	2025	\$120,000	\$0	\$40,000	\$160,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex
ROW	2026	\$120,000	\$0	\$40,000	\$160,000	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
Construction	2023	\$4,388,864	\$0	\$1,197,216	\$5,586,080	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
Construction	2024	\$4,889,442	\$0	\$1,322,360	\$6,211,802	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
Construction	2025	\$3,358,554	\$0	\$2,089,187	\$5,447,741	Non Par Other, Other, TAP-50K to 200K, TAP-Areas Over 200K, TAP-Non Urban Areas Under 5K
Construction	2026	\$4,244,559	\$0	\$1,161,139	\$5,405,698	Non Par Other, Other, TAP-50K to 200K, TAP-5K to 49,999, TAP-Areas Over 200K, TAP-Flex, TAP-Non Urban Areas Under 5K
		\$20,798,788	\$0	\$7,072,532	\$27,871,320	

Regionally Significant: No

Managed By: Muni/Local

CAA Code: E-33

RPC: Undetermined

No changes to child projects in the region



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

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CHRISTOPHER T. SUNUNU
Governor

September 18, 2024

Megan Taylor
Strafford Regional Planning Commission
150 Wakefield Street Suite 12
Rochester, NH 03867

Dear Megan,

Thank you for your interest in the Recovery Friendly Workplace (RFW) Initiative. By becoming a designated Recovery Friendly Workplace, you will establish a commitment to overall employee health and wellness by creating work environments that support people in recovery, as well as all those impacted by substance misuse. Your participation will send a strong message to existing and potential employees about the positive culture of your workplace.

There have been a number of exciting developments regarding this initiative since it launched in March 2018. With the support and guidance of business leaders and experts in the field of addiction, we:

- Launched the RFW website (recoveryfriendlyworkplace.com)
- Recruited and engaged over 300 workplaces in this initiative
- Engaged dozens of interested states and organizations nationwide
- Developed an Advisory Council to provide oversight, technical assistance and support to guide our efforts
- Acquired and leveraged resources to support this initiative through the Department of Business and Economic Affairs, Community Development Finance Authority (CDFA), and other state funding partners
- Hired a Recovery Friendly Workplace Program Director to oversee the development, expansion, and implementation of the initiative
- Hired three Recovery Friendly Advisors (RFA) to recruit and guide workplaces through the designation process
- Awarded \$900k in CDFa funding to 5 nonprofit organizations to deliver RFW programming, trainings, and supports to workplaces in communities across NH

As part of the designation process, you will have access to a variety of tools and resources to assist with RFW implementation. These include:

107 North Main Street, State House - Rm 208, Concord, New Hampshire 03301
Telephone (603) 271-2121 • FAX (603) 271-7640
Website: <http://www.governor.nh.gov/> • Email: governorsununu@nh.gov
TDD Access: Relay NH 1-800-735-2964

- Initial orientation for your CEO's and Senior Management Teams, Human Resources Department, and other company champions
- Assessment of resources and readiness that currently exist within your business or organization
- Connection to local, community resources through the Regional Public Health Networks, Recovery Community Organizations, 2-1-1 NH, and The Doorway-NH
- Connection to non-profit organizations providing direct supports to RFWs, such as telephone supports, recovery coaches, and vocational programming
- Access to basic level trainings and lunch & learns for supervisors and employees on the following topics:
 - Substance Use Disorder & Stigma
 - Why the Workforce Needs People in Recovery
 - How to Access Resources in NH
 - Proven Results of Recovery Friendly Workplaces
 - Overcoming the Impact of Substance Use Disorder through Recovery
 - Saving a Life with Narcan
- Access to additional research-based training modules
- Sample Recovery Friendly declarations, policies, and procedures
- Referrals and connections to the NH Works for Recovery program and other resources to support businesses looking for workers with jobseekers looking for employment opportunities
- Customized, best-practice resources to assist businesses of all sizes and types in acquiring and maintaining Recovery Friendly status

We look forward to partnering with you on this important initiative. A representative will be in touch within the next 14 days to schedule a mutually convenient time to visit and provide the support and resources needed to move forward in the designation process. In the meantime, please feel free to contact our Program Director, Samantha Lewandowski, if you have any questions at sam@recoveryfriendlyworkplace.com.

Sincerely,



Christopher T. Sununu
Governor



Declaration to Strafford Regional Planning Commission Employees Recovery Friendly Workplace

Strafford Regional Planning Commission, through the SRPC Health and Wellness Coordinators, has teamed up with the State of New Hampshire and will be participating in the Governor's Recovery Friendly Workplace Initiative.

This initiative helps provide the Commission with extensive and comprehensive resources for individuals who are impacted by addiction. The SRPC Health and Safety Coordinators will create connections with local recovery support organizations and participate in community-based prevention and recovery activities.

By participating in this initiative, the Commission promises to promote and foster a healthy stigma free culture and work environment. Those struggling with substance abuse challenges, life crises, or overall wellness, are not only treated with respect, but are also given resources, direction, and support.

We invite all employees who have been impacted by addiction to reach out for help and support.

Adopted by the SRPC Executive Committee on **November 15, 2024**

STRAFFORD REGIONAL PLANNING COMMISSION

150 Wakefield Street, Suite 12, Rochester, NH 03867

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