CARROLL COUNTY
APPLICATION FOR FINANCIAL ASSISTANCE

AGENCY CONTACT INFORMATION

Applicant Agency: UNH Cooperative Extension Carroll County Office

Contact Person: Claes Thelemarck, County Office Administrator

Phone: 447-3834	**Fax: 447-5192**	**E-mail: claes.thelemarck@unh.edu**

Agency Address: 73 Main St., PO Box 1480

City: Conway	**State: NH**	**ZIP Code: 03818**

Agency's Total Operating Budget: $691,863

Prior Year: 2019 - $673,382	**Current Year: 2020 - $691,863**	**Proposed Year: 2021 - $703,695**

Amount of Funding Requested from Carroll County for   2021: $288,786

DESCRIPTION OF FEE STRUCTURE, IF APPLICABLE:

FUNDING SOURCES

Category	Source, Title, Act	Actual Prior FY:_ 2019	Budget Current FY:2020	Request FY: 2021
Federal	USDA*	159,293	163,951	166,902
State	State & UNH Funds**	236,700	243,621	248,007
County	M.O.U./County***	277,389	284,291	288,786
Totals		673,382	691,863	703,695

*includes postage and a portion of salaries & benefits
**includes a portion of salaries & benefits and county office operations
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AGENCY OPERATING BUDGET

	Actual Prior FY: 2019	Budget Current FY:_2020	Request FY: 2021
Personnel	414,332	422,600	430,207
Fringe Benefits	163,661	171,153	174,234
Consultants & Subcontracts			
Utilities: Electric, Phone, Heat, etc.	4,380	4,168	4,833
Rent	42,951	44,226	44,400
Office Supplies, Printing, Advertising, etc.	29,125	30,005	29,956
Education & Training (please attach detail on separate page)			
Travel, Lodging	18,933	19,711	20,065
Other			
TOTALS:	673,382	691,863	703,695

Request is based on prior year's budget adjusted by the Consumer Price Index (CPI) for the most recent year. This year's CPI adjustment is 1.8%. Rent is actual lease and is not CPI-adjusted.

DEFINE UNIT OF SERVICE FOR THIS PROGRAM:			
	Actual Prior FY: 2019	**Budget Curr FY: 2020**	**Request FY: 2021**
Total number of units of service in Carroll County	650 outputs	675 outputs	675 outputs
Unit of Service Cost			
Total number of individuals served in Carroll County (count each person only once)	6500	6750	6750

Explain Method of Formula used to determine amount of Carroll County funding requested:

For UNH Cooperative Extension, "output" is defined as an educational or assistance event and includes:

Workshops, lectures, one-on-one assistance, afterschool programs, site visits & programs and 4-H

Club programs. These are typically one time or series events. We do not track units of service and we have

No means of tracking duplicate individuals or consistent numbers by town.

SERVICE AND FINANCIAL DATA

Service and Cost Distribution (estimated) for:

Municipality	**Individuals Served**	**Units of Service**
Albany	32	
Bartlett	73	
Brookfield	21	
Chatham	13	
Conway	300	
Eaton	25	
Effingham	61	
Freedom	42	
Hale's Location	1	
Hart's Location	2	
Jackson	62	
Madison	91	
Moultonborough	83	
Ossipee	275	
Sandwich	67	
Tamworth	251	
Tuftonboro	55	
Wakefield	64	
Wolfeboro	128	
Countywide unaccounted for by town	1254	
TOTALS	2899	

Within the narrative:

    a.   **Describe the problem which the program will address.**
    b.   **Describe the services to be provided and/or the activities to be engaged in.**
    c.   **Describe the target population as succinctly as possible, including the geographical coverage, age group and/or other special characteristics.**

Few individuals or communities can access leading-edge knowledge on a 24-hour basis at little cost. Yet those who would benefit most from such trustworthy knowledge, those who work on making Carroll County a great place to live and work for all citizens, are least likely to get it where and when they need it most—on the job.

That's where UNH Cooperative Extension comes in. We offer non-formal educational outreach to county residents in the broad areas of food and agriculture including horticulture and food safety; natural resources including forestry and water resources; youth and families including nutrition and positive youth development (4-H); and, community and economic development.

We distribute practical working knowledge and information grounded in research. We do it through hands-on workshops, phone consultations, talks and lectures, one-on-one site visits, home visits, programs in schools and local organizations, fact sheets, newspaper articles, and a website. We stay close to the people we work with; respond to emerging local needs, and tailor programs to meet these needs. In 2019, 54 staff and 321 volunteers from throughout UNH Cooperative Extension provided educational programs and technical assistance to Carroll County residents. Volunteers alone contributed 9708 hours of service valued at $250,078. Staff includes Carroll County staff members: 4 Field Specialists, 1 4-H Program Manager, 1 Extension Teacher, and 1 Administrative Assistant.

Extension people and programs reach into every community and serve residents of all ages. Target populations include small businesses, private landowners, food service employees, municipal and county officials, school officials and faculty, parents, children, farmers and gardeners, after-school program staff, and children of deployed service members, among others. We offer nutrition, budgeting and food safety education to low-income families and individuals; train workers in food-service and agricultural establishments on the basics of food safety; help forest landowners and farmers develop sound management practices and we help municipalities plan for economic growth and development.

CERTIFICATION BY AUTHORIZED REPRESENTATIVES

The undersigned hereby certifies and represents that:

    1.   **The information contained in this application and attached appendices is, to the best of my knowledge, accurate and complete;**
    2.   **The undersigned is authorized to act on behalf of the organization in submitting this application.**

SIGNATURES

Claes Thelemarck, County Office Administrator

Executive Director/CEO/Administrator Printed Name   *Preparer's Printed Name & Title*

Signature   *Signature*

October 9, 2020

Date   *Date*