



The State of New Hampshire  
**Department of Environmental Services**



**Robert R. Scott, Commissioner**

December 22, 2021

Dear City of Laconia:

Congratulations! The Department of Environmental Services (NHDES), Exotic Species Program has selected your exotic aquatic plant control project to receive grant funds in 2022. Below is a breakdown of total project cost(s), grant award (50% of project costs), and costs to be incurred by local entities.

	<b>Herbicide Treatment</b>	<b>Diver/DASH</b>
<b>Total Cost</b>	\$32,070	\$28,100 (Aqualogic for 20 days)
<b>Grant Award</b>	Up to \$16,035	Up to \$14,050
<b>Local Cost</b>	\$16,035	\$10,605
<b>Service Provider</b>	SOLitude Lake Management	Aqualogic

**Total Grant Award: \$30,085.00**

DES is now in the process of compiling the necessary paperwork to proceed with obtaining approval on this grant allocation. Attached to the transmittal email, please find several documents that pertain to the granting of funds to your group from NHDES for 2022.

**PLEASE READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS BELOW:**

Please print the Grant Agreement, Exhibits and Certificate of Authority (attached to email and specified below), on plain white paper, *single-sided*, and complete as detailed below:

1. **Grant Agreement:** Please have the appropriate person in your organization, who is authorized to sign on behalf of the organization, complete lines 1.11 through 1.12 of the Grant Agreement. This same person must initial and date the bottom right of each of the three pages of this document.
2. **Exhibits:** Each of the pages in the Exhibits A-C document must be initialed and dated, on the bottom right, by the same person who completed the Grant Agreement in #1 above, and should have the same date as that for when the Grant Agreement was signed.
3. **Certificate of Authority:** This is a certificate that verifies that the person who signs the Grant Agreement in #1 above is in a position that is authorized to do so. This form must be completed by someone other than the person who signed/initialed the Grant Agreement and Exhibits.

*For example:* If the President of your organization filled out the Grant Agreement and initialed and dated the pages of the Grant Agreement, and initialed and dated the pages of the Exhibits, then *someone else* like the Treasurer, Vice President, Secretary, or other officer will serve as the “certifying officer” and can fill out the Certificate of Authority, verifying, in their own capacity, that the President was authorized to sign the Grant Agreement and initial the Exhibits. Basically, *the*

*person who fills out the grant agreement cannot fill out this Certificate, they can only be named on it as the person authorized to sign the grant agreement for your group.*

**Items 1-3 should be completed and returned to my attention at the address below no later than February 11, 2022.**

All payments/disbursements will be made on a reimbursement basis upon submission of appropriate invoicing for services or materials rendered, and the appropriate match percent will be applied to each invoice received by NHDES.

*Please note that the contractual process cannot begin until we have all of the completed paperwork from your group. Your rapid attention in preparing these documents and returning them to me is much appreciated, and it will aid in expediting this frequently lengthy grant approval process.*

I will be working on preparing and/or updating (as appropriate) a long-term management plan for your waterbody. Once it is fully drafted, I will be sending it to you electronically for review. In late February, I will be sending it to the contractor(s) who will be performing the control actions for your waterbody, so they can use it for planning purposes.

If you have not already done so, please confirm with the contractor(s) listed in the table above that you accept their bid and would like to secure their services as outlined in the bid(s) for 2022.

If you have questions at any point during the grant process, or would like clarification on how to complete the paperwork, please do not hesitate to contact me at Amy.Smagula@des.nh.gov. *Paperwork that is not completed correctly will need to be returned, and this will delay the grant processing.*

Sincerely,



Amy P. Smagula  
Exotic Species Program Coordinator