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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES

29 HAZEN DRIVE, CONCORD, NH 03301-6503  
603-271-4517 1-800-852-3345 Ext. 4517  
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Jeffrey A. Meyers  
Commissioner

Lisa Morris  
Director

March 30, 2018

The Honorable Neal M. Kurk, Chairman  
Fiscal Committee of the General Court, and

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

*[Handwritten Signature]*  
Approved by Fiscal Committee      Date *3/31/18*

**REQUESTED ACTION**

1. Pursuant to the provisions of RSA 14:30-a, VI, Additional Revenues, authorize the Department of Health and Human Services, Division of Public Health Services, Bureau of Population Health and Community Services to accept and expend federal funds in the amount of \$104,650 from the Health Resources and Services Administration to fund the full-time Public Health Nurse Coordinator position effective August 1, 2018 upon approval by the Fiscal Committee and Governor and Council, through June 30, 2019, and further authorize the funds to be allocated as follows. Grant funds awarded for periods after SFY 2019 will be included in the operating budgets for SFY 2020 and SFY 2021. 100% Federal Funds.

05-95-90-902010-51900000-HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUR OF COMMUNITY & HEALTH SERVICES, MATERNAL - CHILD HEALTH

SFY 2019

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
000-404243	Federal Funds	\$2,663,351	\$104,650	\$2,768,001
009-407079	Agency Income	\$3,500	\$0	\$3,500
	General Funds	\$3,337,532	\$0	\$3,337,532
<b>Total Revenue</b>		<b>\$6,004,383</b>	<b>\$104,650</b>	<b>\$6,109,033</b>
010-500100	Personal Services Perm	\$758,379	\$0	\$758,379
020-500200	Current Expenses	\$20,793	\$0	\$20,793
024-500230	Maintenance Other Than Bldg	\$2	\$0	\$2
026-500251	Organizational Dues	\$5,080	\$0	\$5,080
030-500301	Equipment New/Replacement	\$3,950	\$0	\$3,950
037-500173	Technology – Hardware	\$0	\$2,200	\$2,200
038-500175	Technology – Software	\$0	\$4,651	\$4,651
039-500188	Telecommunications	\$4,965	\$0	\$4,965

041-500801	Audit Fund Set Aside	\$1,327	\$105	\$1432
042-500620	Additional Fringe Benefits	\$34,333	\$0	\$34,333
059-500117	Temporary Full Time	\$0	\$53,898	\$53,898
060-500600	Benefits	\$390,469	\$43,796	\$434,265
066-500543	Employee Training	\$660	\$0	\$660
070-500707	In State Travel	\$13,929	\$0	\$13,929
080-500717	Out-of-State Travel	\$6,487	\$0	\$6,487
102-500731	Contracts for Program Services	\$4,648,175	\$0	\$4,648,175
103-502664	Contracts for Operation Services	\$115,834	\$0	\$115,834
<b>Total Expenses</b>		<b>\$6,004,383</b>	<b>\$104,650</b>	<b>\$6,109,033</b>

- Contingent upon the approval of Requested Action 1 above and pursuant to RSA 124:15, authorize the Department of Health and Human Services, Division of Public Health Services, Bureau of Population Health and Community Services, Maternal and Child Health Section to continue one currently filled full-time temporary (class 059) position, utilizing funds from the Health Resources and Services Administration, by extending the end date from August 1, 2018 to June 30, 2019 effective upon approval by Fiscal Committee and Governor and Council. 100% Federal Funds.

### EXPLANATION

The Maternal and Child Health Section seeks to accept and expend Federal funds to support a Public Health Nurse Coordinator to coordinate the Birth Conditions Program and ensure follow-up services for the Early Hearing Detection and Intervention Program. In 2017, a skilled Public Health Nurse Coordinator was hired to oversee a Zika Surveillance, Intervention and Referral Program funded by the Zika Pregnancy Surveillance grant from the Centers for Disease Control and Prevention (CDC). The aim of this funding was to monitor and provide services for infants born with Zika-related birth conditions such as microcephaly. The Department was notified that the grant period has been reduced and will now end July 31, 2018. The Maternal and Child Health Section requests to maintain the Public Health Nurse Coordinator position with Federal funds from the Health Resources and Services Administration (HRSA) Title V - Maternal and Child Health Block Grant and Universal Newborn Hearing Screening Grant. This position has successfully re-established New Hampshire's Birth Conditions Program that provides surveillance and support for all birth defects, including any conditions as a result of Zika virus, and has the unique skills to provide follow up services for infants born with hearing loss. HRSA encourages the use of Title V - Maternal and Child Health Block Grant and Universal Newborn Hearing Screening funds for these activities. While this request seeks permission to change the source of funds from CDC funding to HRSA funding, no new programs will be established. These activities are authorized by RSA 132:10-a and Administrative Rules He-P 3012 and He-P 3008. The Supplemental Job Description for the Public Health Nurse Coordinator is being changed concurrently to reflect the modified job responsibilities as of August 1, 2018.

Funds are budgeted as follows:

Class 037 - PC Desktop hardware – New for the anticipated purchase of new or replacement computer hardware.

Class 038 - Desktop Software for the anticipated purchase of software for the PC purchased above.

Class 041 - Audit Fund Set Aside per state requirements.

Class 059 and Class 060 Full Time Temporary Personnel and Benefits, if approved in item 1, to support a Public Health Nurse Coordinator for oversight and continue implementation of the program.

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

- 1) List of personnel involved:  
Full-Time Public Health Nurse Coordinator, LG 23, Position #9T2887.
- 2) Nature, need and duration: The Public Health Nurse Coordinator will have the responsibility for the administrative and programmatic operations of the Birth Conditions Program per He-P 3012 and follow-up coordination for the Newborn Hearing Screening Program as per He-P 3008.

- 3) Relationship to existing agency programs:

The activities will be coordinated with the current Maternal and Child Health Section responsibilities, the Division of Public Health Services and the Department of Health and Human Services as a whole.

- 4) Has similar program been requested of the Legislature and denied?

No

- 5) Why wasn't funding included in the agency's budget request?

It was unknown at the time of the initial award that the funding from the Centers for Disease Control and Prevention would end earlier than anticipated. Health Resources Services Administration (HRSA) Title V funds may be used to maintain these services.

- 6) Can portions of the grant funds be utilized for other purposes?

Federal funds allocated to the state cannot be used for other purposes.

- 7) Estimate the funds required to continue this position:

<u>Position (Salary &amp; Benefits)</u>	<u>FY 2019</u>
Public Health Nurse Coordinator	\$97,694

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

These funds will not change the program eligibility levels. No new program will be established with the acceptance of these funds.

The Honorable Neal M. Kurk, Chairman, and  
His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
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Area served: Statewide

Source of funds: These funds are 100% Federal from the US Department of Health and Human Services, Health Resources Services Administration (HRSA) to fund the Public Health Nurse Coordinator position. Attached are the Notice of Grant Award and Award History.

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

Respectfully submitted,



Lisa Morris  
Director  
Division of Public Health Services

Approved by:



Jeffrey A. Meyers  
Commissioner

JAM/LM/dac

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**AWARD HISTORY  
MCH BLOCK GRANT**

Award Ending 8/31/2018 (B04MC30627-01-02)	1,989,264
Award Ending 9/30/2019 (B04MC31502-01-02)	928,857
Anticipated Expenditures thru 6/30/2018 (B04MC31502-01-01)	(1,246,295)
Unobligated Balance Unable to Spend	<u>          -</u>
Award Balance 7/1/18	\$ 1,671,826
SFY 19 Appropriation **	(1,526,961)
Balance Forward	<u>          -</u>
Available to Accept in SFY 19	144,865
Amount Requested this Action	<u>          104,650</u>

**\*\* SFY 19 Appropriation**

010-090-51900000	Current	OYR	Total	This Action	Revised Budget
MCH BLOCK GRANT	1,456,020		1,456,020	104,650	1,560,670
ACA HOMEVISITING	10,443	-	10,443	-	10,443
ASTHMA	8,332		8,332		8,332
CANCER PREV CNTR	34,121		34,121		34,121
ECCS	257,148		257,148		257,148
EHDI	78,914		78,914		78,914
FAMILY PLANNING	37,412		37,412		37,412
NEWBORN HEARING	92,738	-	92,738		92,738
ORAL DISEASE	1,748		1,748		1,748
OTHER FEDERAL	181,589		181,589		181,589
PHSBG	318,028		318,028		318,028
PRAMS	53,645		53,645		53,645
SDI	2,384		2,384		2,384
TOBACCO	3,492		3,492		3,492
WIC	127,337		127,337		127,337
<b>TOTAL</b>	<u>2,663,351</u>	<u>-</u>	<u>2,663,351</u>	104,650	<u>2,768,001</u>

Allocated cost for MCH Block Grant	70,941	70,941	70,941
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1. DATE ISSUED: 07/19/2017		2. PROGRAM CFDA: 93.994		 <p>U.S. Department of Health and Human Services <b>HRSA</b> Health Resources and Services Administration</p> <p>NOTICE OF AWARD AUTHORIZATION (Legislation/Regulation) Social Security Act, Title V, 45 CFR 96</p>					
3. SUPERSEDES AWARD NOTICE dated: 06/06/2017 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.									
4a. AWARD NO.: 6 B04MC30627-01-04		4b. GRANT NO.: B04MC30627	5. FORMER GRANT NO.:						
6. PROJECT PERIOD: FROM: 10/01/2016 THROUGH: 09/30/2018									
7. BUDGET PERIOD: FROM: 10/01/2016 THROUGH: 09/30/2018									
8. TITLE OF PROJECT (OR PROGRAM): Maternal and Child Health Services									
9. GRANTEE NAME AND ADDRESS: HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF 29 Hazen Dr Concord, NH 03301-6510 DUNS NUMBER: 011040545			10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) Rhonda Siegel HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF 29 Hazen Dr Concord, NH 03301-6510						
11. APPROVED BUDGET: (Excludes Direct Assistance) <input type="checkbox"/> Grant Funds Only <input checked="" type="checkbox"/> Total project costs including grant funds and all other financial participation			12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:						
a. Salaries and Wages : \$0.00 b. Fringe Benefits : \$0.00 c. Total Personnel Costs : \$0.00 d. Consultant Costs : \$0.00 e. Equipment : \$0.00 f. Supplies : \$0.00 g. Travel : \$0.00 h. Construction/Alteration and Renovation : \$0.00 i. Other : \$0.00 j. Consortium/Contractual Costs : \$0.00 k. Trainee Related Expenses : \$0.00 l. Trainee Stipends : \$0.00 m. Trainee Tuition and Fees : \$0.00 n. Trainee Travel : \$0.00 o. TOTAL DIRECT COSTS : \$1,989,264.00 p. INDIRECT COSTS (Rate: % of S&W/TADC) : \$0.00 q. TOTAL APPROVED BUDGET : \$1,989,264.00 i. Less Non-Federal Share: \$0.00 ii. Federal Share: \$1,989,264.00			a. Authorized Financial Assistance This Period <b>\$1,989,264.00</b> b. Less Unobligated Balance from Prior Budget Periods i. Additional Authority \$0.00 ii. Offset \$0.00 c. Unawarded Balance of Current Year's Funds \$0.00 d. Less Cumulative Prior Awards(s) This Budget Period \$1,347,237.00 e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION <b>\$642,027.00</b>						
			13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)						
			<table border="1"> <thead> <tr> <th>YEAR</th> <th>TOTAL COSTS</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: center;">Not applicable</td> </tr> </tbody> </table>			YEAR	TOTAL COSTS	Not applicable	
YEAR	TOTAL COSTS								
Not applicable									
			14. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)						
			a. Amount of Direct Assistance \$0.00 b. Less Unawarded Balance of Current Year's Funds \$0.00 c. Less Cumulative Prior Awards(s) This Budget Period \$0.00 d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION <b>\$0.00</b>						
15. PROGRAM INCOME SUBJECT TO 45 CFR 75.307 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES: A=Addition B=Deduction C=Cost Sharing or Matching D=Other [A] Estimated Program Income: \$0.00									
16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING: a. The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 45 CFR Part 75 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.									
REMARKS: (Other Terms and Conditions Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No)									
Electronically signed by Shonda Gosnell, Grants Management Officer on : 07/19/2017									
17. OBJ. CLASS: 41.15		18. CRS-EIN: 1026000618B3		19. FUTURE RECOMMENDED FUNDING: \$0.00					
FY-CAN	CFDA	DOCUMENT NO.	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE				
17 - 3893050	93.994	17B04MC30627	\$642,027.00	\$0.00	MCHS1-17				

1. DATE ISSUED: 02/28/2018		2. PROGRAM CFDA: 93.994	
3. SUPERSEDES AWARD NOTICE dated: 01/08/2018 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.			
4a. AWARD NO.: 6 B04MC31502-01-02		4b. GRANT NO.: B04MC31502	5. FORMER GRANT NO.:
6. PROJECT PERIOD: FROM: 10/01/2017 THROUGH: 09/30/2019			
7. BUDGET PERIOD: FROM: 10/01/2017 THROUGH: 09/30/2019			



8. TITLE OF PROJECT (OR PROGRAM): Maternal and Child Health Services

9. GRANTEE NAME AND ADDRESS:  
HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF  
129 Pleasant St  
Concord, NH 03301-3852  
DUNS NUMBER:  
011040545

10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR)  
Rhonda Siegel  
HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF  
29 Hazen Dr  
Concord, NH 03301-6510

11. APPROVED BUDGET: (Excludes Direct Assistance)  
 Grant Funds Only  
 Total project costs including grant funds and all other financial participation

a. Salaries and Wages :	\$0.00
b. Fringe Benefits :	\$0.00
c. Total Personnel Costs :	\$0.00
d. Consultant Costs :	\$0.00
e. Equipment :	\$0.00
f. Supplies :	\$0.00
g. Travel :	\$0.00
h. Construction/Alteration and Renovation :	\$0.00
i. Other :	\$0.00
j. Consortium/Contractual Costs :	\$0.00
k. Trainee Related Expenses :	\$0.00
l. Trainee Stipends :	\$0.00
m. Trainee Tuition and Fees :	\$0.00
n. Trainee Travel :	\$0.00
o. TOTAL DIRECT COSTS :	\$928,857.00
p. INDIRECT COSTS (Rate: % of S&W/TADC) :	\$0.00
q. TOTAL APPROVED BUDGET :	\$928,857.00
i. Less Non-Federal Share:	\$0.00
ii. Federal Share:	\$928,857.00

12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:

a. Authorized Financial Assistance This Period	\$928,857.00
b. Less Unobligated Balance from Prior Budget Periods	
i. Additional Authority	\$0.00
ii. Offset	\$0.00
c. Unawarded Balance of Current Year's Funds	\$0.00
d. Less Cumulative Prior Awards(s) This Budget Period	\$592,428.00
e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	\$336,429.00

13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)

YEAR	TOTAL COSTS
	Not applicable

14. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)

a. Amount of Direct Assistance	\$0.00
b. Less Unawarded Balance of Current Year's Funds	\$0.00
c. Less Cumulative Prior Awards(s) This Budget Period	\$0.00
d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION	\$0.00

15. PROGRAM INCOME SUBJECT TO 45 CFR 75.307 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:  
A=Addition B=Deduction C=Cost Sharing or Matching D=Other [A]  
Estimated Program Income: \$0.00

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:  
a. The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 45 CFR Part 75 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS: (Other Terms and Conditions Attached [ X ]Yes [ ]No)

Electronically signed by Tammy Ponton , Grants Management Officer on : 02/28/2018

17. OBJ. CLASS: 41.15	18. CRS-EIN: 1026000618B3	19. FUTURE RECOMMENDED FUNDING: \$0.00
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FY-CAN	CFDA	DOCUMENT NO.	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE
18 - 3893050	93.994	18B04MC31502	\$336,429.00	\$0.00		MCHS1-18