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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

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April 26, 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


Approved by Fiscal Committee Date 5/18

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the Department of Health and Human Services, Division for Behavioral Health, Bureau of Drug & Alcohol Services to accept and expend Partnership for Success 2 (PFS2) Grant federal funds from the Department of Health and Human Services, Substance Abuse and Mental Health Service Administration in the amount of \$727,757 effective upon date of Fiscal Committee and Governor and Executive Council approval, through June 30, 2019, and further authorize the funds to be allocated as follows. 100% Federal Funds.

05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SERVICES, PFS2 GRANT

Class/Object	Class Title	Current Authorized Budget	Increase/ (Decrease) Amount	Revised Modified Budget
SFY 2018				
000-400146	Federal Funds	\$2,232,180	\$487,509	\$2,719,689
	General Funds	\$0	\$0	\$0
Total Revenue		\$2,232,180	\$487,509	\$2,719,689
020-500200	Current Expenses	\$1,544	\$0	\$1,544
041-500801	Audit Fund Set Aside	\$2,473	\$488	\$2,961
039-500188	Telecommunications	\$0	\$150	\$150
070-500704	In-State Travel Reimbursement	\$450	\$0	\$450
080-500710	Out Of State Travel	\$3,134	\$0	\$3,134
102-500731	Contracts for Program Svcs	\$2,224,579	\$486,871	\$2,711,450
Total Expense		\$2,232,180	\$487,509	\$2,719,689

05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SERVICES, PFS2 GRANT

Class/Object	Class Title	Current Authorized Budget	Increase/ (Decrease) Amount	Revised Modified Budget
SFY 2019				
000-400146	Federal Funds	\$2,232,180	\$240,248	\$2,452,428
	General Funds	\$0	\$0	\$0
Total Revenue		\$2,232,180	\$240,248	\$2,452,428
020-500200	Current Expenses	\$1,544	\$0	\$1,544
041-500801	Audit Fund Set Aside	\$2,473	\$240	\$2,713
039-500188	Telecommunications	\$0	\$250	\$250
070-500704	In-State Travel Reimbursement	\$450	\$0	\$450
080-500710	Out Of State Travel	\$3,134	\$0	\$3,134
102-500731	Contracts for Program Svcs	<u>\$2,224,579</u>	<u>\$239,758</u>	<u>\$2,464,337</u>
Total Expense		\$2,232,180	\$240,248	\$2,472,428

EXPLANATION

The Department of Health and Human Services, Division for Behavioral Health, Bureau of Drug and Alcohol Services seeks approval to accept and expend PFS2 Grant federal funds in the amount of \$727,757 from the Substance Abuse and Mental Health Service Administration (SAMHSA). This request represents grant funds not budgeted and the carryforward funds from year two of a multi-year grant (September 30, 2015 – September 29, 2020). This grant does not have a matching funds requirement.

The New Hampshire Partnerships for Success Initiative will allow the Bureau of Drug and Alcohol Services to leverage the state's existing prevention system, its resources and capacities to effect change in priority substance abuse areas among high need risk populations in the communities where those populations reside. Specifically, this grant seeks to 1) prevent and reduce underage and high risk drinking and prescription drug misuse among persons aged 12 to 20; and 2) prevent and reduce underage and high risk drinking, prescription drug misuse and abuse, particularly prescription opioid misuse and heroin among persons aged 18 to 25.

Funds will be used for:

- Class 041 Audit fund set aside expense.
- Class 039 Conference calling expenses.
- Class 102 Contract payments to providers.

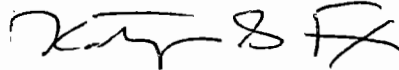
Area served: Statewide.

Source of Funds: 100% Federal from Substance Abuse and Mental Health Service Administration.

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court, and
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April 26, 2018
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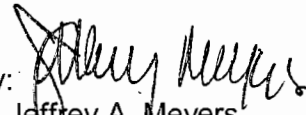
In the event that federal funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully submitted,



Katja S. Fox
Director

Approved by:



Jeffrey A. Meyers
Commissioner

Bureau of Drug and Alcohol Services

PFS2 Grant

Fiscal Situation

010-095-092-920510-33950000

Year 3 Grant Balance (9/30/17-9/29/18)	\$ 2,472,428
Year 2 Grant Carry Forward (9/30/16-9/29/17)	\$ <u>247,261</u>
Total Grant Balance Available	\$ 2,719,689
SFY 2018 Appropriation	<u>(\$ 2,232,180)</u>
Balance to Accept in SFY 2018	<u>\$ 487,509</u>
Year 4 Grant Balance (9/30/18-9/29/19)	\$ 2,472,428
SFY 2019 Appropriation	<u>(\$ 2,232,180)</u>
Balance to Accept in SFY 2019	<u>\$ 240,248</u>
Total to Accept in SFY 2018	\$ 487,509
Total to Accept in SFY 2019	<u>\$ 240,248</u>
Grand Total	<u>\$ 727,757</u>



Notice of Award

Issue Date: 07/28/2017

SPF-PFS
Department of Health and Human Services
Substance Abuse and Mental Health Services Administration

Center for Substance Abuse Prevention

Grant Number: 5U79SP020796-03

FAIN: SP020796

Program Director: Valerie Morgan

Project Title: New Hampshire Partnership for Success Initiative (PFS2)

Grantee Address	Business Address
BUREAU OF DRUG AND ALCOHOL SERVICES Dept of Health and Human Svcs 105 Pleasant Street Main Building Concord, NH 033013852	Director NH DHHS, Bureau of Drug and Alc Svcs 105 Pleasant Street Main Building Concord, NH 03301

Budget Period: 09/30/2017 – 09/29/2019

Project Period: 09/30/2015 – 09/29/2020

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$4,945,216 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to BUREAU OF DRUG AND ALCOHOL SERVICES in support of the above referenced project. This award is pursuant to the authority of Section 516 of the Public Health Service Act, as amended and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Award recipients may access the SAMHSA website at www.samhsa.gov (click on "Grants" then SAMHSA Grants Management), which provides information relating to the Division of Payment Management System, HHS Division of Cost Allocation and Postaward Administration Requirements. Please use your grant number for reference.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact your Grants Management Specialist and your Government Project Officer listed in your terms and conditions.

Sincerely yours,
Roger George
Grants Management Officer
Division of Grants Management

See additional information below

SECTION I – AWARD DATA – 5U79SP020796-03

Award Calculation (U.S. Dollars)

Salaries and Wages	\$116,974
Fringe Benefits	\$56,984
Personnel Costs (Subtotal)	\$173,958
Supplies	\$2,630
Consortium/Contractual Cost	\$4,449,158
Travel Costs	\$7,168
Other	\$312,302
 Direct Cost	 \$4,945,216
Approved Budget	\$4,945,216
Federal Share	\$4,945,216
Cumulative Prior Awards for this Budget Period	\$0
 AMOUNT OF THIS ACTION (FEDERAL SHARE)	 \$4,945,216

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
3	\$4,945,216
4	\$2,472,608

*Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

Fiscal Information:

CFDA Number: 93.243
 EIN: 1026000618B3
 Document Number: 15SP20796B
 Fiscal Year: 2017

IC	CAN	Amount
SP	C96V014	\$4,945,216

IC	CAN	2017	2019
SP	C96V014	\$4,945,216	\$2,472,608

SP Administrative Data:

PCC: PFS 2015 / OC: 4145

SECTION II – PAYMENT/HOTLINE INFORMATION – 5U79SP020796-03

Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM). Inquiries regarding payment should be directed to: The Division of Payment Management System, PO Box 6021, Rockville, MD 20852, Help Desk Support – Telephone Number: 1-877-614-5533.

The HHS Inspector General maintains a toll-free hotline for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. The telephone number is: 1-800-HHS-TIPS (1-800-447-8477). The mailing address is: Office of Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW,

Washington, DC 20201.

SECTION III – TERMS AND CONDITIONS – 5U79SP020796-03

This award is based on the application submitted to, and as approved by, SAMHSA on the above-title project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 75 as applicable.
- d. The HHS Grants Policy Statement.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income:

Additional Costs

In accordance with the regulatory requirements provided at 45 CFR 75.113 and Appendix XII to 45 CFR Part 75, recipients that have currently active Federal grants, cooperative agreements, and procurement contracts with cumulative total value greater than \$10,000,000 must report and maintain information in the System for Award Management (SAM) about civil, criminal, and administrative proceedings in connection with the award or performance of a Federal award that reached final disposition within the most recent five-year period. The recipient must also make semiannual disclosures regarding such proceedings. Proceedings information will be made publicly available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)). Full reporting requirements and procedures are found in Appendix XII to 45 CFR Part 75.

SECTION IV – SP Special Terms and Conditions – 5U79SP020796-03

REMARKS:

1. This Notice of Award (NoA) is issued to inform your organization that the application submitted through the **Strategic Prevention Framework Partnerships for Success State and Tribal Initiative (SPF-PFS 2015)** is being continued.
2. This award reflects approval of the budget submitted January 23, 2017 as part of the continuation application by your Organization.
3. This award also reflects acceptance of the additional responses submitted May 9, 2017.
4. Recipients are expected to plan their work to ensure that funds are expended within the 12-month budget period reflected on this Notice of Award. If activities proposed in the approved budget cannot be completed within the current budget period, SAMSHA cannot guarantee the approval of any request for carryover of remaining unobligated funding.
5. Register your Organization and Program Director/Project Director (PD) in eRA Commons: You must complete registrations in order to submit an FY18 Continuation Application in eRA Commons. You must register both the Organization and the PD. Additional information for eRA registration can be found at: https://era.nih.gov/reg_accounts/register_commons.cfm.

SPECIAL TERMS OF AWARD:

Multi-Year

This award reflects approval for multi-year funding. Funding for the period of 9/30/17 through 9/29/19 is in the amount of \$4,945,216. Funding for each 12 month period(s) is restricted and the recipient organization may not expend more than:

9/30/2017 - 9/29/2018: \$2,472,608

9/30/2018 - 9/29/2019: \$2,472,608

SPECIAL CONDITIONS OF AWARD:

Multi Year

You must submit by *May 1, 2018* for each 12 month interval of 9/30/2018 through 09/29/2019 the following:

1. SF-424 – Face Page: recipient should identify Federal and Non-Federal dollars separately by funding source and dollar amount(s) in box #18. Include your grant number (SP#,SM#,TI#) as reflected on your last NoA
2. SF-424A - budget page (add total amount for each budgeted cost category). Recipient should identify Federal and Non-Federal dollars separately by funding source and dollar amount(s).
3. HHS Checklist form with parts C and D completed.
4. (a) Submit a budget and explanation/justification including supporting documentation for any changes above 25% of the total budget from the current 12 month period; or, (b) an attestation signed and dated by the Authorized Representative on your organization's letterhead, stating that the detailed budget and narrative justification has not changed above 25% of the total budget from the current 12 month period.
5. Key staff changes (NEW or ANTICIPATED) must be requested in advance as stated in the terms/conditions of award. Describe the change and submit resumes and job descriptions, level of effort and annual salary for each position.
6. The Project/Program Narrative which is limited to five (5) pages only must outline any changes, progress and accomplishments resulting from the past year of support and progress or-milestones anticipated with this continuation funding request and must use the Supplementary Instructions as follows: A description and explanation of changes, if any, made during this budget period affecting the following:
 1. Goals and objectives
 2. Projected timeline for project implementation
 3. Approach and strategies proposed in the initially approved and funded application
 4. Report on progress relative to approved objectives, including progress on evaluation activities.
 5. Summary of key program accomplishments to date and list progress
 6. Description of difficulties/problems encountered in achieving planned goals and objectives including:
 - a. Barriers to accomplishment and
 - b. Actions to overcome difficulties
 - c. Report on milestones anticipated with the new funding request

*Specific programmatic instructions may be provided by the Government Project Officer.

Multi-year reporting requirements must be submitted via email to the Grants Management Specialist and Government Project Officer. Do not send via Grants.gov.

FAILURE TO COMPLY WITH THE ABOVE STATED REPORTING REQUIREMENT MAY RESULT IN ACTIONS IN ACCORDANCE WITH 45 CFR 75.371, REMEDIES FOR NON-COMPLIANCE AND 45 CFR 75.372 TERMINATION. THIS MAY INCLUDE WITHHOLDING PAYMENT, DISALLOWANCE OF COSTS, SUSPENSION AND DEBARMENT, TERMINATION OF THIS AWARD, OR DENIAL OF FUTURE FUNDING.

STANDARD TERMS OF AWARD: (Cooperative Agreement):

Refer to the following SAMHSA website for Standard Terms for All Awards for FY 2017: Standard Terms and Conditions Webpage (<https://www.samhsa.gov/grants/grants-management/notice-award-noa/standard-terms-conditions>). Please be sure to also reference the following Standard Terms:

- * Standard Terms and Conditions (PDF | 264 KB), applicable to all awards
- * Continuation (PDF | 154 KB), applicable to all awards
- * Cooperative Agreement Standard Terms (PDF | 161 KB)

Key Staff

Key staff (or key staff positions, if staff has not been selected) are listed below:

Valerie Morgan, Project Director @ 15% level of effort

Any changes in key staff including level of effort involving separation from the project for more than three months or a 25 percent reduction in time dedicated to the project, requires prior approval. Reference the Prior Approval Standard Term for additional information and instructions.

REPORTING REQUIREMENTS:

Programmatic Progress Reports

Submission of a *Quarterly* Programmatic Progress Report is due no later than the dates as follows:

- 1st Report – January 31, 2018*
- 2nd Report – April 30, 2018*
- 3rd Report – July 31, 2018*
- 4th Report – October 31, 2018*

Please submit your Programmatic Progress Report to DGMProgressReports@samhsa.gov and copy your Program Official. (DO NOT SUBMIT HARD COPIES)

Annual Federal Financial Report (FFR)

The Federal Financial Report (FFR) (SF-425) is required on an annual basis and must be submitted no later than 90 days after the end of the budget period. The annual FFR should reflect only cumulative actual federal funds authorized and disbursed, any non-federal matching funds (if identified in the FOA), unliquidated obligations incurred, the unobligated balance of the federal funds for the award, as well as program income generated during the timeframe covered by the report. The SF-425 is available at (<http://apply07.grants.gov/apply/forms/sample/SF425-V1.0.pdf>). Additional guidance to complete the FFR can be found: <http://www.samhsa.gov/grants/grants-management/reporting-requirements>.

Annual FFRs must be submitted to the applicable email:

CSAP Grants (e.g., SP-12345-01): CSAPFFR@samhsa.gov

Failure to comply with the above stated terms and conditions may result in suspension, classification as Restriction status, termination of this award or denial of funding in the future.

All responses to special terms and conditions of award and post award requests may be electronically mailed to the Grants Management Specialist and to the Program Official as identified on your Notice of Award.

All previous terms and conditions remain in effect until specifically approved and removed by the Grants Management Officer.

It is essential that the Grant Number be included in the SUBJECT line of the email.

CONTACTS:

Kim Nesbitt, Program Official

Phone: (240) 276-1742 **Email:** Kim.Nesbitt@samhsa.hhs.gov

Eileen Bermudez, Grants Specialist

Phone: (240) 276-1412 **Email:** eileen.bermudez@samhsa.hhs.gov **Fax:** (240) 276-1430