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

Jeffrey A. Meyers  
Commissioner

129 PLEASANT STREET, CONCORD, NH 03301  
603-271-9544 1-800-852-3345 Ext. 9544

Katja S. Fox  
Director

Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 20, 2019

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services (DHHS), Division of Behavioral Health, to enter into a Memorandum of Understanding (MOU) with the New Hampshire Department of Education (DOE), (Vendor# 177900), to provide funding from the Governor's Commission on Alcohol and Other Drugs to support the School Climate Transformation Grant Program in the amount of \$116,850, to be effective upon the date of Governor and Executive Council approval through September 29, 2023. 100% Other Funds.

Funds are available in the following account for State Fiscal Year 2019 and are anticipated to be available in State Fiscal Year 2020, State Fiscal Year 2021, State Fiscal Year 2022, and State Fiscal Year 2023, upon the availability and continued appropriation of funds in the future operating Budgets, with authority to adjust encumbrances between State Fiscal Years within the price limitation through the Budget Office, if needed and justified. This MOU may be renewed for up to one year by mutual agreement of the parties, subject to availability of funds, satisfactory performance of responsibilities, and approval of the Governor's Commission and the Governor and Executive Council.

**05-95-92-920510-3382 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF DRUG & ALCOHOL SERVICES, GOVERNOR'S COMMISSION FUNDS**

Fiscal Year	Class/Account	Class Title	Job Number	Amount
2019	102-500731	Contracts for Program Services	92058502	\$23,370
2020	049-584956	Transfer to Other State Agencies	92058502	\$23,370
2021	049-584956	Transfer to Other State Agencies	92058502	\$23,370
2022	049-584956	Transfer to Other State Agencies	92058502	\$23,370
2023	049-584956	Transfer to Other State Agencies	92058502	\$23,370
			<b>TOTAL</b>	<b>\$116,850</b>

## EXPLANATION

On December 14, 2018, the Governor's Commission on Alcohol and Other Drugs voted to approve the use of funding to support the School Climate Transformation Grant Program, which is administered by the Department of Education through a federal grant from the United States Department of Education. The Director of the DHHS Bureau of Drug and Alcohol Services serves as the Executive Director of the Governor's Commission and is responsible for administering the budget. Approval of this Memorandum of Understanding will allow the Department of Health and Human Services to provide the authorized funding from the Governor's Commission to the Department of Education for the School Climate Transformation (SCT) Grant Program.

Through the School Climate Transformation Grant Program, the Department of Education will develop, enhance, and expand a system of support for, and technical assistance to, local educational agencies and schools to implement an evidence-based, multi-tiered behavioral framework for improving behavioral outcomes and learning conditions for all students in the three southern DOE regions (South East, South Central, and South West). The Governor's Commission funds will be used to support this initiative by covering necessary expenses for rent, phone, information technology, and audit costs. The Department of Education will provide semi-annual summaries on the progress of the School Climate Transformation Grant Program to the Governor's Commission and to the Department of Health and Human Services.

Should the Governor and Executive Council not approve this request, the state of New Hampshire's ability to improve behavioral outcomes and learning conditions for students will be significantly diminished.

Area served: The three southern DOE regions (South East, South Central, and South West).

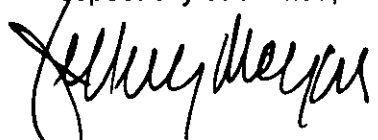
Source of Funds: 100% Other Funds from the Governor's Commission on Alcohol and Other Drugs.

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



Frank Edelblut  
Commissioner, Dept. of Education

Respectfully submitted,



Jeffrey A. Meyers  
Commissioner

**MEMORANDUM OF UNDERSTANDING BETWEEN  
THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES,  
DIVISION FOR BEHAVIORAL HEALTH**

**AND**

**THE STATE OF NEW HAMPSHIRE DEPARTMENT OF EDUCATION**

**MOU-2020-BDAS-05-SCTGP**

**1. GENERAL PROVISIONS**

- 1.1. This Memorandum of Understanding (MOU) is between the New Hampshire Department of Health and Human Services (DHHS), Division for Behavioral Health, 129 Pleasant Street, Concord, NH 03301 and the New Hampshire Department of Education ("DOE"), 101 Pleasant Street, Concord, New Hampshire 03301 (referred to as the "Parties").
- 1.2. The purpose of this MOU is to set forth the roles and responsibilities of the DHHS and the DOE regarding the use of funds from the Governor's Commission on Alcohol and Other Drugs (Governor's Commission) to support the School Climate Transformation Grant Program administered by the DOE.
- 1.3. The Director of the DHHS Bureau of Drug and Alcohol Services serves as the Executive Director of the Governor's Commission and is responsible for administering the budget for the Governor's Commission.
- 1.4. On December 14, 2018, the Governor's Commission voted to approve funding to support the School Climate Transformation Grant Program, pursuant to its authority under RSA 12-J:3.
- 1.5. Through the School Climate Transformation Grant Program, the DOE will develop, enhance, and expand a statewide system of support for, and technical assistance to, local educational agencies and schools to implement an evidence-based, multi-tiered behavioral framework for improving behavioral outcomes and learning conditions for students in the three southern DOE regions (South East, South Central, and South West).
- 1.6. In connection with the performance of this MOU, DHHS and DOE shall comply with all applicable laws and regulations.

**2. DURATION**

- 2.1. Effective date: This MOU is effective upon Governor and Executive Council approval.
- 2.2. Duration: The duration of this MOU is from the date of approval by the Governor and Executive Council through September 29, 2023. The parties may extend this MOU for up to one (1) year at any time by mutual written agreement, subject to the continued availability of funds, satisfactory performance of responsibilities, approval by the Governor's Commission, and approval of the Governor and Executive Council.



- 2.3. **Modification:** The parties may modify this MOU by mutual written agreement at any time, subject to the approval of the Governor and Executive Council if required.
- 2.4. **Termination:** Either party may unilaterally terminate this MOU upon written notice to the other party, in which case the termination shall be effective thirty (30) days after the date of that notice or at a later date specified in the notice.

### **3. RESPONSIBILITIES OF THE DEPARTMENT OF EDUCATION**

The DOE agrees to:

- 3.1. Use the funding provided by the DHHS from the Governor's Commission funds only for expenses for rent, phone, information technology, and audit costs necessary to support the School Climate Transformation Grant Program.
- 3.2. Provide semi-annual summaries on the progress of the School Climate Transformation Grant Program to the Governor's Commission and to the DHHS. Any data provided in these summaries shall be aggregated and not include any personally identifiable information or other confidential information.

### **4. RESPONSIBILITIES OF THE DEPARTMENT OF HEALTH AND HUMAN SERVICES**

The DHHS agrees to:

- 4.1. Provide funding to the DOE for expenses for rent, phone, information technology, and audit costs necessary to support the School Climate Transformation Grant Program, upon receipt of approved invoices and subject to the DOE's compliance with the terms and conditions of this MOU as follows:
  - 4.1.1.1. Up to a maximum of \$23,370 in SFY 2019, \$23,370 in SFY 2020, \$23,370 in SFY 2021, \$23,370 in SFY 2022, and \$23,370 in SFY 2023 from Governor's Commission funds authorized on December 14, 2018.

### **5. IT IS FURTHER UNDERSTOOD AND AGREED BETWEEN DHHS AND DOE THAT:**

- 5.1. The maximum amount of funds available for reimbursement under this MOU from the DHHS to the DOE shall not exceed \$116,850, with one hundred percent (100%) of those costs covered by funds provided by the Governor's Commission.
- 5.2. Notwithstanding any provision of this MOU to the contrary, all obligations of the DHHS hereunder are contingent upon the availability and continued availability of funds from the Governor's Commission. The DHHS shall not be required to transfer funds from any other source in the event that such funds become unavailable. The DHHS may adjust encumbrances between State Fiscal Years within the price limitation through the Budget Office, if needed and justified.




Memorandum of Understanding Between DHHS and DOE  
MOU-2019-BDAS-05-SCTGP

5.3. The DOE shall take appropriate steps to accept and expend the funds provided within the project period. The DOE agrees to annual invoices to the DHHS for costs incurred. Invoices must include a description of services and associated costs.

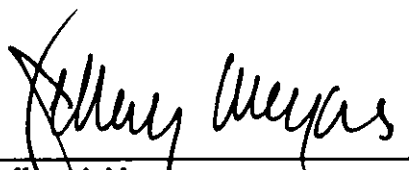
5.3.1 Invoices shall be mailed or emailed to:  
Department of Health and Human Services  
Division for Behavioral Health  
129 Pleasant Street  
Concord, NH 03301  
[donald.hunter@dhhs.nh.gov](mailto:donald.hunter@dhhs.nh.gov)

5.4. The DHHS agrees to pay the DOE within thirty (30) days of receipt of the approved invoices.

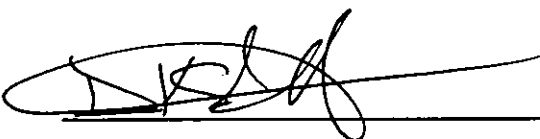
6. APPROVALS

  
\_\_\_\_\_  
Katja Fox  
Director  
Division for Behavior Health  
NH Department of Health and Human Services


6/4/19  
Date

  
\_\_\_\_\_  
Jeffrey A Meyers  
Commissioner  
NH Department of Health and Human Services

6/4/19  
Date

  
\_\_\_\_\_  
Richard K. Sala, Esq.  
Office of the Commissioner  
NH Department of Education

6-3-19  
Date

  
\_\_\_\_\_  
Frank Edelblut  
Commissioner  
NH Department of Education

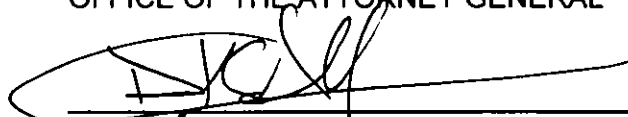
5-29-19  
Date



The preceding Memorandum of Understanding, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6-3-19  
Date

  
Name: RICHARD G. SALA  
Title: ATTORNEY

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: \_\_\_\_\_ (date of meeting).

OFFICE OF THE SECRETARY OF STATE

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:  
Title: