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STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION

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William L. Wrenn
Commissioner

Bob Mullen
Director

November 4, 2014

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the NH Department of Corrections to accept and expend funds made available through a Victims of Crime Act sub grant from the NH Department of Justice in the amount of \$800.00 for assistance to crime victims and their families, effective from the date of the Governor and Executive Council approval through June 30, 2015. 100% Agency Income, (federal funds at origin).

Funds are to be budgeted in an account, Victims Services Coordinator, Accounting Unit 02-46-46-460510-8338 as follows:

Grant Title:	Victims of Crime Act (VOCA)	SFY 2015 CURRENT	SFY 2015 ADD'L	SFY 2015 ADJUSTED
Account:	Description:			
010-500100	Personal Services Perm	105,755.00	0.00	105,755.00
020-500200	Current Expense	3,226.00	0.00	3,226.00
026-500251	Organizational Dues	675.00	0.00	675.00
039-500190	Telecommunications	243.00	0.00	243.00
042-500620	Additional Fringe Benefits	10,654.00	0.00	10,654.00
060-500602	Benefits	76,066.00	0.00	76,066.00
066-500546	Employee Training	500.00	0.00	500.00
070-500704	In-State Travel	631.00	0.00	631.00
080-500710	Out Of State Travel	800.00	800.00	1,600.00
102-500731	Contracts For Program Services	14,500.00	0.00	14,500.00
Appropriations		213,050.00	800.00	213,850.00
Source of Funds:				
009-406390	Agency Income	(148,400.00)	(800.00)	(149,200.00)
	General Funds	(64,650.00)	0.00	(64,650.00)
Total Funds		(213,050.00)	(800.00)	(213,850.00)

EXPLANATION

Each state fiscal year the New Hampshire Department of Corrections (NHDOC) applies for a Victims of Crime Act (VOCA) sub grant administered by the New Hampshire Department of Justice (NHDOJ) to provide services to New Hampshire's victims of crime. This federal grant requires state match equivalent to 25% of federal funds or 20% of the budget. The match requirement may be met utilizing cash match, in-kind match, or a combination thereof. The SFY 2015 VOCA sub grant award in the amount of \$149,200.00 could potentially supply a maximum of 90% of Salaries and Benefits for the NHDOC Administrator of Victim Services position and potentially provide a maximum of 98% of the Salaries and Benefits cost for the Program Assistant's position, a portion of Current Expense, and Out of State Travel for the Administrator of Victim Services or designee to attend annual victim services conference/training. General Fund appropriations in the amount of \$64,650.00 will be utilized, in part, to fund the required State match. The remaining match requirement will be met with In Kind Match.

The VOCA sub grant was included in the NHDOC SFY15 budget. The estimated anticipated SFY 2015 VOCA award was \$148,400.00 and the total SFY 2015 Victim Services Coordinator Accounting Unit budget was established in the amount of \$213050.00 representing \$148,400.00 for SFY 2015 VOCA award and \$64,650.00 in General Funds. NHDOC received notification of the SFY 2015 VOCA grant award in the amount of \$149,200.00.

The VOCA grant provides ongoing direct services and other activities necessary to ensure quality direct services for crime victims and survivors, including:

- Notification of offender status changes
- Advocacy and support during reduced custody processes
- Accompaniment at Parole Board hearings
- Reasonable protection from offender intimidation and harassment
- Victim-offender dialogue (upon victim request)
- Restitution advocacy
- Public awareness and outreach
- Information and referral
- Evaluation of victim satisfaction with corrections-based services

The requested revised funds are to be expended as follows:

Class 080 –Out-Of-State Travel - \$800.00 total	
· Out-Of-State Travel to attend annual Victim Service training/conference	800.00
Total Class 080	800.00

The VOCA grant award budget does not include Indirect Costs as this cost is not identified as part of the sub grant award. Audit Fee Set Aside is not included in the grant budget as it is the responsibility of the direct recipient of the federal grant (NHDOJ) to include Audit Fee Set Aside as part of their agency's budget. All supplies purchased through this VOCA Grant will be the property of NH Department of Corrections at the completion of the project.

Source of Funds: 70% Agency Income, 30% General Funds.

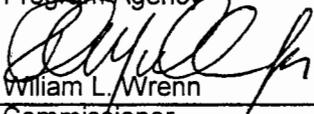
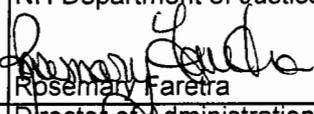
In the event that these grant funds no longer become available additional state general funds will not be requested to support this program.

Respectfully Submitted,


William L. Wrenn
Commissioner

Fiscal Situation
Victim Services (Grant #2014-VA-GX-0031)
Accounting Unit 02-46-46-460510-8338

	Grant	General Fund	TOTAL APPROPRIATION
Total SFY 2015 VOCA Sub Grant Authorized	\$149,200.00		
LESS: SFY 2015 Current Appropriations	148,400.00	\$64,650.00	\$213,050.00
VOCA Grant Authorization Available	\$800.00		
This Request	800.00	\$0.00	800.00
SFY 2015 Revised Appropriations	\$149,200.00	\$64,650.00	\$213,850.00

STATE OF NEW HAMPSHIRE DEPARTMENT OF JUSTICE GRANT AWARD		
Agency Name: NH DOC		Vendor No.: 177896B001
Program Name: Victim Services		Amount: \$ 149,200.00
Grant Start Date: 07/01/2014	State Grant Number: 20150053	
Grant End Date: 06/30/2015	Federal Grant Number: 2014-VA-GX-0031	
Appropriation No.: 02-20-20-201510-5021-072-500576		
Head of Agency	Project Director	Fiscal Officer
William L. Wrenn Commissioner PO Box 1806 Concord, NH 03302-1806 271-5603	Jessica Parent Coordinator PO Box 1806 Concord, NH 03302-1806 271-1937	Robert Mullen Director PO Box 1806 Concord, NH 03302-1806 271-5610
Federal Grant Name:	VOCA Assistance	
Federal Agency:	United States Department of Justice	
Bureau/Office:	Office of Justice Programs	
CFDA Number:	16.575	
Purpose of Grant:	Victim Services Program	
Program Requirements:	Adherence to Program Conditions and Guidelines.	
Match Requirements:	Match must be spent on program allowable activities.	
Program income Requirements:	Program Income must be reported and spent on program allowable activities.	
Reporting Requirements:	Monthly or quarterly Financial reports. Required Performance reports and audit. Adherence to Program Conditions and Guidelines. Completion of Monitoring forms and processes.	
Approval	Program Agency	NH Department of Justice
Name	 William L. Wrenn	 Rosemary Faretra
Title	Commissioner	Director of Administration
Date		10-17-14
All terms of this grant award are not valid unless signed by both authorized parties.		