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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF HUMAN SERVICES

Nicholas A. Toumpas
Commissioner

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9404 1-800-852-3345 Ext. 9404
Fax: 603-271-4232 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

Mary Ann Cooney
Associate Commissioner

October 15, 2015

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

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

REQUESTED ACTION

1. Pursuant to the provisions of RSA 14:30-a, VI, Additional Revenues, authorize the Department of Health and Human Services, Office of Human Services to accept and expend federal funds in the amount of \$362,852 from the US Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA) for the purpose of Comprehensive Youth Treatment Strategic Planning, effective upon Fiscal Committee and Governor and Council approval through June 30, 2017, and further authorize the allocation of these funds in the accounts below. 100% Federal Funds

2. Pursuant to the provisions of NH RSA 124:15, Positions Restricted, and subject to the approval of Item 1 above, authorize the Department of Health and Human Services, Office of Human Services, to establish one full-time temporary (Class 059) position, utilizing funds from the Comprehensive Youth Treatment Strategic Planning effective upon Fiscal Committee and Governor and Council approval through June 30, 2017. The attached letter from the Division of Personnel approved the establishment of this position. 100% Federal Funds

Full-time, temporary (class 059) position – Program Specialist IV, Labor Grade 25

05-95-42-421010-5087 HEALTH AND SOCIAL SERVICES, HHS: HUMAN SERVICES, HHS: CHILD YOUTH AND FAMILIES, STATE YOUTH TREATMENT PLANNING				
SFY 2016				
Class/Object	Class Title	Current Authorized Budget	Increase/ (Decrease) Amount	Revised Modified Budget
000-400146	Federal Funds	\$ -	\$ 155,508.00	\$ 155,508.00
Total Revenue		\$ -	\$ 155,508.00	\$ 155,508.00

05-95-42-421010-5087 HEALTH AND SOCIAL SERVICES, HHS: HUMAN SERVICES, HHS: CHILD YOUTH AND FAMILIES, STATE YOUTH TREATMENT PLANNING				
SFY 2016				
Class/Object	Class Title	Current Authorized Budget	Increase/ (Decrease) Amount	Revised Modified Budget
020-500200	Current Expense	\$ -	\$3,000.00	\$3,000.00
037-500173	Technology - Hardware	\$ -	\$2,625.00	\$2,625.00
039-500188	Telecommunications	\$ -	\$675.00	\$675.00
041-500801	Audit Fund Set Aside	\$ -	\$156.00	\$156.00
059-500117	Full-Time - Benefited	\$ -	\$39,633.75	\$39,633.75
060-500601	Benefits	\$ -	\$19,878.75	\$19,878.75
070-500704	In-State Travel	\$ -	\$1,282.50	\$1,282.50
080-500710	Out-of-State Travel	\$ -	\$2,007.00	\$2,007.00
102-500731	Contracts for Program Services	\$ -	\$86,250.00	\$86,250.00
Total Expenses		\$ -	\$ 155,508.00	\$ 155,508.00

05-95-42-421010-5087 HEALTH AND SOCIAL SERVICES, HHS: HUMAN SERVICES, HHS: CHILD YOUTH AND FAMILIES, STATE YOUTH TREATMENT PLANNING				
SFY 2017				
Class/Object	Class Title	Current Authorized Budget	Increase/ (Decrease) Amount	Revised Modified Budget
000-400146	Federal Funds	\$ -	\$ 207,344.00	\$ 207,344.00
Total Revenue		\$ -	\$ 207,344.00	\$ 207,344.00
020-500200	Current Expense	\$ -	\$ 4,000.00	\$ 4,000.00
037-500173	Technology - Hardware	\$ -	\$ 3,500.00	\$ 3,500.00
039-500188	Telecommunications	\$ -	\$ 900.00	\$ 900.00
041-500801	Audit Fund Set Aside	\$ -	\$ 208.00	\$ 208.00
059-500117	Full-Time - Benefited	\$ -	\$ 52,845.00	\$ 52,845.00
060-500601	Benefits	\$ -	\$ 26,505.00	\$ 26,505.00
070-500704	In-State Travel	\$ -	\$ 1,710.00	\$ 1,710.00
080-500710	Out-of-State Travel	\$ -	\$ 2,676.00	\$ 2,676.00
102-500731	Contracts for Program Services	\$ -	\$ 115,000.00	\$ 115,000.00
Total Expenses		\$ -	\$ 207,344.00	\$ 207,344.00

EXPLANATION

The NH Department of Health and Human Services (NHDHHS) request to accept and expend federal funds from the US Department of Health and Human Services, Substance Abuse and Mental Health Administration in the amount of \$362,852.00 for State Fiscal Years 2016 and 2017.

NHDHHS, through the Office of Human Services will create an action-oriented, comprehensive 3-year Strategic Plan for increasing access to integrated evidence-based screening, assessment, treatment and recovery services and supports for adolescents (12-17) and transition age youth (18-25) with substance use and/or co-occurring substance use and mental health disorders throughout NH. This 3-year plan will include a plan of objectives and strategic activities that 1) Assess community based capacity for building a comprehensive system of substance abuse assessment, referral and treatment of transitional age youth; 2) design a sustainable funding strategy to support the objectives and activities identified; 3) design an enhanced technology data collection system that will coordinate with other data and health care technology and information exchange initiatives in NH.

NH DHHS will work collaboratively through the NH Children's Behavioral Health Collaborative and System of Care initiative and the NH Governor's Commission on Alcohol and Drug Abuse Prevention, Treatment and Recovery (the Governor's Commission) to develop the NH State Youth Treatment Planning (SYT-P) Initiative and serve adolescents (youth 12-17) and transition age youth (18-25) of all races and ethnicities living throughout NH. NH's SYT-P activities will serve a proportion of the state's overall population of 15-19 year olds (6.9%), and 20-24 year olds (6.7%) identified as aging out of juvenile justice and child protection services, as well as other youth in these age groups who demonstrate a need for substance abuse and mental health services.

NH's rate of 10% for 18-25 year olds reporting regular illicit drug (not including marijuana) use is *the highest in the country* and is 1.5 percentage points higher than the next closest state (Rhode Island, 8.6%) and higher than the national average of 6.9%. Furthermore, there were five times greater the number of heroin-related deaths in NH in 2014 than there were in 2008. Heroin-related Emergency Department (ED) visits and administrations of naloxone to prevent death from an overdose have also multiplied exponentially in the last two years.

Despite all of the supporting evidence of the substance abuse epidemic across the state among this population, the lack of accessible and appropriate treatment remains just as problematic, if not more. The Governor's Commission is working from a 5-year strategic plan, *Collective Action-Collective Impact: New Hampshire's Strategy for Reducing the Misuse of Alcohol and Other Drugs and Promoting Recovery, 2013-2017*. The two overarching goals of this five-year state plan to address alcohol and drug problems in New Hampshire through collection action are: 1) to reduce the percentage of NH residents misusing alcohol or other drugs; and 2) to **increase the percentage of individuals with substance use disorders receiving treatment and recovery support services.**

The SYT-P funds will build upon the NH Children's Behavioral Health Collaborative infrastructure that provides policy and practice guidance to local agencies and providers who provide a coordinated system of case management services to youth with mental and behavioral health conditions, as well as funded services through local case managers.

Funds in class 020 are need for the cost of general operating expenses.

Funds in class 037 are needed to purchase a laptop computer, docking stations, monitors, mouse, speakers, and a printer.

Funds in class 039 are needed to pay for the phone.

Funds in class 041 are needed to pay the audit-fee set aside costs.

Funds in class 059 are needed to fund one position requested.

Funds in class 060 are need to fund the benefits for the new temporary position.

Funds in class 070 are need to pay for in-state travel costs associated with public presenations and working with local officials.

Funds in class 080 are needed to pay for out-of-state travel costs associated with public presentations and working with federal officials.

Funds in class 102 are need to for contracted services.

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

1. List of personnel involved:

Program Specialist IV, Labor Grade 25, Position # 9T2798

2. Nature, Need and Duration:

The full time Program Specialist IV project coordinator who will be responsible for coordinate grant funded activities, reporting to the federal funding agency, and monitoring contracts and agreements funded by the grant thru September 29, 2017.

3. Relationship to existing agency programs:

The position will work closely with the Bureau of Behavioral Health and Office of Human Services.

4. Has a similiar program been requested of the legislature and denied:

No

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

The grant was awarded on July 16, 2015

6. Can portions of the grant fund be utilized for other purposes?

This request is 100% federally funded and can only be used for the purposes of the grant award.

7. Estimate the funds required to continue these positions:

<u>Position (Salary & Benefits)</u>	<u>FY 2016</u>	<u>FY 2017</u>
Program Specialist IV	\$79,350	\$79,350

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 Office of Human Services offers the following information: these federal funds cannot be used to offset general funds, as they are restricted to the

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court, and
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Page 5

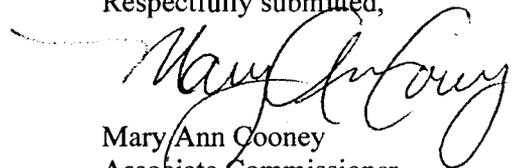
activities referenced herein. Should this request be, denied, the funds in question must be returned to the federal government.

Area served: statewide.

Source of Funds: 100% Federal.

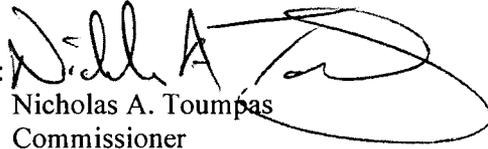
If Federal Funds become no longer available, General Funds will not be requested to support the program expenditures.

Respectfully submitted,



Mary Ann Cooney
Associate Commissioner

Approved by:



Nicholas A. Toumpas
Commissioner



Notice of Award

State Youth Treatment-Planning
Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Treatment

Issue Date: 07/16/2015

Grant Number: 1H79TI026036-01
FAIN: TI026036

Program Director:
Mary Ann Cooney MS

Project Title: Comprehensive Youth Treatment Strategic Planning

Grantee Address	Business Address
NH STATE DEPT OF HEALTH AND HUMAN SERS Associate Commissioner NH DHHS, Office of the Commissioner 105 Pleasant Street Concord, NH 033013852	Financial Manager NH Department of Health and Human Services 129 Pleasant Street Concord, NH 033013852

Budget Period: 09/30/2015 – 09/29/2016
Project Period: 09/30/2015 – 09/29/2017

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$248,564 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NH STATE DEPT OF HEALTH AND HUMAN SERS in support of the above referenced project. This award is pursuant to the authority of Section 509 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,

Eileen Bermudez
Grants Management Officer
Division of Grants Management

See additional information below

SECTION I – AWARD DATA – 1H79TI026036-01

Award Calculation (U.S. Dollars)

Salaries and Wages	\$52,845
Fringe Benefits	\$26,505
Personnel Costs (Subtotal)	\$79,350
Supplies	\$7,500
Consortium/Contractual Cost	\$115,000
Travel Costs	\$4,386
Other	\$900
Direct Cost	\$207,136
Indirect Cost	\$41,428
Approved Budget	\$248,564
Federal Share	\$248,564
Cumulative Prior Awards for this Budget Period	\$0
AMOUNT OF THIS ACTION (FEDERAL SHARE)	\$248,564

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
1	\$248,564
2	\$248,564

*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: 15TI26036A
 Fiscal Year: 2015

IC	CAN	Amount
TI	C96N525	\$248,564

IC	CAN	2015	2016
TI	C96N525	\$248,564	\$248,564

TI Administrative Data:

PCC: SYT-P / OC: 4145

SECTION II – PAYMENT/HOTLINE INFORMATION – 1H79TI026036-01

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 – 1H79TI026036-01

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

SECTION IV – TI Special Terms and Conditions – 1H79TI026036-01

REMARKS:

This award reflects approval of the budget submitted on April 6, 2015 as part of the application.

*Notes - All SAMHSA official notifications will be electronically mailed to your organization's Business Official address as identified in the HHS Checklist, Part C.

SPECIAL TERMS OF AWARD:

Disparity Impact Statement (DIS):

By November 30, 2015, you must:

Submit an electronic copy of a disparity impact statement to the Government Project Officer (GPO) and Grants Management Specialist (GMS) as identified under Contacts on this notice of award. The disparity impact statement should be consistent with information in your application regarding access, *service use and outcomes for the program and include three components as described below. Questions about the disparity impact statement should be directed to your GPO. Examples of disparity impact statements can be found on the SAMHSA website at <http://www.samhsa.gov/grants/grants-management/disparity-impact-statement>.

*Service use is inclusive of treatment services, prevention services as well as outreach, engagement, training and/or technical assistance activities.

The disparity impact statement, in response to the Special Condition of Award, consists of three components:

1. Proposed number of individuals to be [choose either: served, reached or trained] by subpopulations in the grant implementation area should be provided in a table that covers the entire grant period. The disparate population(s) should be identified in a narrative that includes a description of the population and rationale for how the determination was made.

Please submit your Programmatic (semi-annual) Report to DGMProgressReports@samhsa.hhs.gov and copy your Program Official. (HARD COPIES SUBMISSION IS NOT REQUIRED)

Failure to comply with the above stated terms and conditions may result in suspension, classification as High Risk 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.

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

CONTACTS:

Twyla Adams, Program Official
Phone: (240) 276-1576 Email: Twyla.Adams@samhsa.hhs.gov

Odessa Crocker, Grants Specialist
Phone: (240) 276-1078 Email: Odessa.Crocker@samhsa.hhs.gov

Award History
State Youth Treatment-Planning
1H79TI026036-01

Award Ending 9/29/2017	497,128
Anticipated Award Ending 9/30/2017	<u>-</u>
Anticipated Expended Through 6/30/16	(155,508)
Anticipated Allocated Expended Through 6/30/16	(30,915)
Anticipated Expended Through 6/30/17	(207,344)
Anticipated Allocated Expended Through 6/30/17	<u>(41,220)</u>
Available Award Balance 7/1/17	62,141
SFY 16 Appropriations *	-
OYR - brought forward	-
Available To Accept	<u>62,141</u>
Amount Requested this Action	<u>362,852</u>

* SFY 16 Appropriations:						
05-95-42-421010-5087	2016 Budget	2016 CR	OYR	Total	This Action	Revised Budget
SYTP	-	-	-	-	155,508	155,508
Total	-	-	-	-	155,508	155,508
<u>Detail Federal Funds:</u>						
Adj for Other AU _Allocated	-	-	-	-	30,915	30,915
Total	-	-	-	-	30,915	30,915

* SFY 17 Appropriations:						
05-95-42-421010-5087	2017 Budget	2016 CR	OYR	Total	This Action	Revised Budget
SYTP	-	-	-	-	207,344	207,344
Total	-	-	-	-	207,344	207,344
<u>Detail Federal Funds:</u>						
Adj for Other AU _Allocated	-	-	-	-	41,220	41,220
Total	-	-	-	-	41,220	41,220



State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
State House Annex – 28 School Street
Concord, New Hampshire 03301

VICKI V. QUIRAM
Commissioner
(603) 271-3201

SARA J. WILLINGHAM
Director of Personnel
(603) 271-3261

October 7, 2015

Marilyn Doe, Administrator II
Human Resources
Department of Health and Human Services
Concord, NH 03301

Regarding: Request to establish a full-time temporary Program Specialist IV, labor grade 25

Dear Ms. Doe:

The Division of Personnel approves of your request dated September 30, 2015 to establish a full-time temporary Program Specialist IV, labor grade 25 for the Division of Children, Youth & Families, Child Well-Being, State Youth Treatment Planning (SYT-P) Initiative, and have assigned the position number of 9T2798 pending approval of funding.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15, and the Position Profile Form (PPF) is subsequently signed off on by the Department of Administrative Services Business Office.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Classification Section with documentation. Thank you.

Very truly yours,

Jennifer J. Elberfeld
Classification & Compensation Administrator

Cc: Sara J. Willingham, Director of Personnel