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Frank Edelblut  
Commissioner

Christine M. Brennan  
Deputy Commissioner

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF EDUCATION  
101 Pleasant Street  
Concord, NH 03301  
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February 21, 2019

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

**REQUESTED ACTION**

Authorize the Department of Education to pay the Council of State Administrators of Vocational Rehabilitation (Vendor code 170661) membership dues in the amount of \$10,984.47, effective upon Governor and Council approval through June 30, 2020. 100% Federal funds.

Funding to support this request is available in FY19, and anticipated to be available in FY20 contingent upon federal disbursement, in the account entitled Program Administration as follows:

	<u>FY2019</u>	<u>FY2020</u>
06-56-56-565010-25370000-026-500251 Organizational Dues	\$2,746.12	\$8,238.35

**EXPLANATION**

Since 1974 the Director of Vocational Rehabilitation has been an active member of the Council of State Administrators of Vocational Rehabilitation (CSAVR). The Council of State Administrators of Vocational Rehabilitation is composed of the chief administrators of all the public rehabilitation agencies serving persons with physical and mental disabilities in the states, District of Columbia, and the territories (79). These agencies constitute the state partners in the State-Federal program of rehabilitation services provided under the Rehabilitation Act of 1973, as amended by the Workforce Innovation Opportunity Act of 2014. The Council provides information, staff training, and serves as a resource for the formulation and expression of the collective points of view of state rehabilitation agencies on all issues affecting the provision of quality rehabilitation services to persons with disabilities. Dues are assessed on the federal and state authorization of the Vocational Rehabilitation Basic Support Program to each State Agency, District of Columbia, and the territories.

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Listed below are answers to standard questions required for Governor and Council organization dues and membership approval submissions:

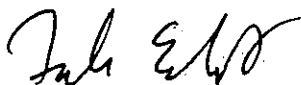
1. How long has this organization been in existence and how long has this agency been a member of this organization? *CSAVR has been in existence for 75 Years. New Hampshire Vocational Rehabilitation has been a member of CSAVR since 1974.*
2. Is there any other organization which provides the same or similar benefits which your agency belongs to? *No.*
3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member? *There are fifty states, the District of Columbia, and the territories that belong to CSAVR. 79 individual agencies collaborate with CSAVR. The Bureau of Vocational Rehabilitation is the only NH state agency that is a CSAVR member.*
4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria; etc.) *The dues are formula-based on the annual federal appropriation.*
5. What benefit does the state receive from participating in this membership? *The CSAVR is the only national organization whose sole purpose and function is to represent the State Vocational Rehabilitation Agencies in Washington, D.C., before federal agencies; such as the U.S. Department of Education, Office of Special Education and Rehabilitation Services (OSERS), the U.S. Department of Labor, and the Social Security Administration that have programs which impact the employment of individuals with disabilities. The CSAVR provides input into federal policy through its relationship with OSERS. It serves as the collective voice of the administrators of the public Vocational Rehabilitation program which has been critical to the development of federal regulations and policies which guide the 99-year old program. In addition, when requested, the CSAVR provides information to the U.S. Congress about disability and employment issues as it considers changes, repeal, or innovative solutions to issues addressed in federal law, regulations, and policies. For a small state like NH, CSAVR is critical to its ability to have access to complex information in a timely manner so that the state's voice can be represented.*
6. Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail. *Yes, materials are no cost; there is a cost for meeting registration for the annual spring and fall conferences. However, the training provided at the annual conferences is vital to the administration of the Program. New initiatives, research-based innovations, evidence-based practices, etc. are discussed in detail.*
7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain. *No.*
8. Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips. *No travel monies are included in the dues.*

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9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization.)  
*The Director of the Bureau of Vocational Rehabilitation is a voting member and serves on CSAVR committees. The Administrator for Blind Services is also a participant. Other VR staff are included, at the discretion of the Director, as needed.*
10. Explain in detail any negative impact to the State if the Agency did not belong to this organization. *It would be considerably more difficult to have knowledge of the issues, legislation, and policies that might affect the customers with disabilities of the agency if it is not a member of CSAVR.*

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

Respectfully submitted,



Frank Edelblut  
Department of Education



# INVOICE

## COUNCIL OF STATE ADMINISTRATORS OF VOCATIONAL REHABILITATION FEDERAL ID# 52-6071153

1 Research Court, Suite 450  
Rockville, Maryland 20850  
(301) 519-8023 phone  
(866) 322-4434 fax  
[www.rehabnetwork.org](http://www.rehabnetwork.org)

To:

Lisa K. Hinson-Hatz, M.A., CRC  
Vocational Rehabilitation State Director  
21 S. Fruit Street, Suite 20  
Concord, NH 03301

February 21, 2019

Re: FY 2019 CSAVR Membership Dues - Prorated

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
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\*No portion of these funds support lobbying activities

Amount Due: \$2,746.12

Please make check payable to *CSAVR* and mail to:  
*P.O. Box 75751, Baltimore, MD 21275-5751*

Should you have any questions regarding this invoice, please contact:  
Steve Wooderson at [swooderson@rehabnetwork.org](mailto:swooderson@rehabnetwork.org).



# INVOICE

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1 Research Court, Suite 450

Rockville, Maryland 20850

(301) 519-8023 phone

(866) 322-4434 fax

[www.rehabnetwork.org](http://www.rehabnetwork.org)

To:

Lisa K. Hinson-Hatz, M.A. CRC  
Vocational Rehabilitation State Director  
21 S. Fruit Street, Suite 20  
Concord, NH 03301

October 8, 2018

Re: FY 2020 CSAVR Membership Dues

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
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Membership in the CSAVR for Fiscal Year 2020 July 1, 2019 – June 30, 2020			\$8,238.35
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\*No portion of these funds support lobbying activities

Amount Due: \$8,238.35

Please make check payable to *CSAVR* and mail to:  
*P.O. Box 75751, Baltimore, MD 21275-5751*

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Steve Wooderson at [swooderson@rehabnetwork.org](mailto:swooderson@rehabnetwork.org).